

Greater Calcutta Supply Corporation Ltd.
(A Govt. of W.Bengal Enterprise)
14, Canal West Road, Kolkata-700 009.

OFFICE ORDER

No. 4013/Admn./GC/23-24

Date: 17.5.2023

For the ease of day to day official operational activities & to develop a skilled pool of manpower, following personnel have been nominated to undergo a training programme on **Basic Computer operation & Tally Accounting Software** at **The British Institute of Engineering Technology (India) Private Limited., 35, Raja Rammohan Sarani (Amrehst Street), Kolkata-700009.** Classes will be held on Monday, Wednesday & Friday, 2.00 PM to 4.00 PM. All are directed to report at the Institute on and from **02.6.2023(Friday) at 1.45 PM** positively. Sri Asit Baran Panigrahi, SO (safety), will act as "group coordinator". The duration of the course is 3 months spanning over 72 Hrs of class room learning & practice followed by test for awarding certificate.

SI No	Name	Designation	Posted at
1.	Sri Asit Baran Panigrahi	SO (Safety)	GCGSC Ltd. Rajabazar
2.	Sri Hyder Ali Mandal	Service Foreman.	-do-
3.	Sri Vicky Shaw	LDC	-do-


(Managing Director)
GCGSC Ltd

Copy forwarded for information to:

1. The CAO, GCGSC Ltd
2. The DSM (I/C)
3. Sri Pradip Adak, ZO(North)
4. Sri Anuj Sarkar, AM(F/A)
5. Sri Rajat Banerjee, AM(F/A)
6. Sri S.Majudar,A.M(Estt.)
7. To all concerned personnel whose names are stated above: With a request to attend training as scheduled positively.


(Managing Director)
GCGSC Ltd