

**DELHI DEVELOPMENT AUTHORITY**  
[Finance & Expenditure]

**F&E CIRCULAR NO. 08 /2020**

**Sub: Regarding Training Programme on New Software developed by Tax Consultant.**

CAO, DDA has decided to organize and conduct specialized training program for Assistant Accounts Officers for enabling to meet the changing demands for Account Cadre. Hence, half-day Training Programme for 16 AAOs has been decided to organize on **12.03.2020** at "Training Hall, C- Block, Room No. 317/318, 3<sup>rd</sup> Floor, Vikas Sadan as per following schedule on "Preparation of TDS Data on New Software" developed by Tax Consultants, DDA.

The details of the Training Programme are as under:-

**TRAINING SCHEDULE**

Session	Time	Topic	Faculty
1	10:30 - 11:30	Updates on new Income Tax Circular 04/2020 dt. 16 <sup>th</sup> Jan. 2020 and Notification No. 36/2019 dt. 12.04.2019	CA Ankush Jain (TDS Consultant)
	11:30 - 11:45	Tea Break	-
2	11:45 - 01:00	Training on Tax Software for Yearly TDS Data Preparation.	CA Arvind Kumar Jain (TDS Consultant)

Please find enclosed herewith the list of officers directed to attend the said training compulsorily as per fixed schedule date & time mentioned above.

**Finance Accounts**

  
[Sunita Jindal]  
Dy.CAO (F&E)

No. FE.5(6)2018/DDA/127  
To

Dated: 09/3/2020

1. The Director (Trg.) to make the necessary logistics arrangements including tea, notepad and pen for the 16 participants.
2. M/s Arvind Kumar Jain & Co.

Contd...

Copy to:

3. PS to CAO, DDA for kind information;
4. Dy. CAO (HQ)-I for kind information;
5. AO (P.Tax) for kind information.

Dy. CAO (F&E)

All the following officers are directed to attend the training compulsorily as per the fixed schedule date & time mentioned above: -

Sl. No.	Name of the officer	Father's Name of the officer	Contact No.	Place of Posting
1	Shri Deepak Rathi	Shri Ishwar Singh	8800000417	Estt.-III & IV
2	Shri Sujeet Kumar	Shri Ishwar Singh	8130550445	CAU (NZ) & ND-10
3	Smt. Mona Arya	W/o Shri Avinash Verma	9971188377	PAO (EW)
4	Shri Awanish Kumar Jaiswal	Late Shri Thakur Dayal Jaiswal	9211212156	Legal
5	Shri Roshan	Shri Durga Nand	8010090983	Budget (HQ), Contingency
6	Shri Govind Nogja	Shri Pawan Kumar Nogja	9461234231	CAU (EZ) & Sports Div.-2
7	Shri Sandeep Mathur	Shri Sudhir Chand Mathur	9968315687	CAU Sirifort Sports Complex, ND-2
8	Smt. Kanwaldeep Kaur	Shri Harjit Singh	9711072989	Establishment (NG)-II
9	Shri Nilamber Kumar	Shri R.N. Raut	8447150024	CAU (SZ) & Sports Management Cell (SMC)
10	Shri Sohaib Khan	Shri Javed Khan	9990789255	CAU (DWK), West Division-6
11	Shri Manish Kuraria	Shri Asha Ram	9899024613	CAU (P&CWG), Sports Division-1
12	Shri Pankaj Pahadia	Sh. Chandra Shekhar Pahadia	9887753077	Accounts (Main)
13	Shri Manoj Kumar	Lt. Shri Manohar Lal	9818996061	Estt. (Gaz.)
14	Shri Manoj Kumar	Shri Ashok Singh	9650360971	Estt. (Housing)
15	Shri Prateek Kumar	Shri Satish Kumar	9654411805	CAU (Rohini), RPD-13
16	Ms. Anamika Kumari	Shri Madan Prasad Gupta	9871957633	Land Costing, GST and Property Tax

  
Sunil Rathi 9/2/20  
Asstt. Accounts Officer