

### PRESS RELEASE

A five day training programme on “Office Procedure and Financial Management” was organized in Himachal Institute of Public Administration Fair Lawns Shimla w.e.f. 2<sup>nd</sup> Nov. 2015 to 5<sup>th</sup> Nov. 2015 by the State Project Directorate, Rashtriya Uchchatar Shiksha Abhiyan (RUSA). About 38 Principals from various colleges participated in the training programme. The programme was inaugurated by Sh. Dinkar Buathoki, Director of Hr. Education. The main focus of the training was on strategy for effective utilization of GIA under RUSA and other funds, procurement procedure and inventory management system in Govt. educational institutions, an overview of CCS (Pension) Rules, standards of financial property with focus on duties and responsibilities of DDO, application of fundamental rules and RTI. In the closing address Dr. Amar Dev, State Project Director, Rashtriya Uchchatar Shiksha Abhiyan, Himachal Pradesh said that these types of programmes will really be beneficial for heads of institutions as lectures delivered by the highly skilled faculty of the HIPA and hopefully all the doubts will have been cleared, enable to perform duties more efficiently.



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