



பிரதி பிரதம செயலாளர் செயலகம் - நிதி, கிழக்கு மாகாணம்  
 නියෝජ්‍ය ප්‍රධාන ලේකම් කාර්යාලය - මුදල් තැගෙනහිර පළාත  
**Deputy Chief Secretary's Secretariat - Finance, Eastern Province**



கன்னியா வீதி வரோதயநகர்,  
 திருகோணமலை, இலங்கை.

කන්නියා පාරල වරෝදය නගර  
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Kanniya Road, Varothayanagar,  
 Trincomalee, Sri Lanka

எனது இல } EP/09/FR/02/2016/Training/10  
 அமேர் எண் }  
 My No. }

உமது இல }  
 அமேர் எண் }  
 Your No. }

திகதி } 13.07.2016  
 தேதி }  
 Date }

**Training Programme on Windows Based CIGAS**

The Provincial Treasury, Eastern Province has already taken initiative to use windows based CIGAS in order to over come technical problems existing in the DOS based CIGAS.

Accordingly, with the support of MDTD, 3 days training programme ( from 8.30 am to 4.30 pm ) for accountants in the Eastern Provincial Council is scheduled to be held on 8<sup>th</sup> , 9<sup>th</sup> & 10<sup>th</sup> August 2016 at MDTD, Farm Road ,Uppuveli, Trincomalee.

You are kindly requested to release your office accountant to enable him/her to participate in this training programme.

The nominee should complete the attached form and post or fax it on or before 29.07.2016 in order to confirm his/her participation. Please note that it is preferable to bring a laptop computer by the participant if already available with him/her.

*N. Meenadchisundaram*  
 N. Meenadchisundaram  
 Deputy Chief Secretary (Finance),  
 Eastern Province.

- Copy:1. Chief Secretary, Eastern Province, Trincomalee. – for information please.  
 2. Director, MDTD, Farm Road, Uppuveli, Trincomalee. – f.n.a.please.



**Please Perfect this form and return by  
Post or fax it to the No. 026-2222206**

Attn: Chief Accountant – Finance & Revenue

Deputy Chief Secretary – Finance,  
Deputy Chief Secretary's Secretariat – Finance,  
Eastern Province,  
Varothayanagar,  
Trincomalee.

**Training Programme on Windows Based CIGAS- 2016**

I will be participating at the above programme on 8<sup>th</sup>, 9<sup>th</sup> & 10<sup>th</sup> August 2016 ( each day from 8.30 am to 4.30pm) at MDTD, Farm Road, Uppuveli, Trincomalee.

Name : .....

Designation : .....

Institution : .....

.....

Signature

Date