

**Office of the Principal**

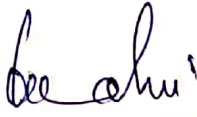
**Sant Shiromani Guru Ravidas Government College Sargaon, Dist-Mungeli (C.G.)**

(College Code-2904) [www.ssgrgcsargaon.ac.in](http://www.ssgrgcsargaon.ac.in) email- [ssgrgovtcollegesargaon@gmail.com](mailto:ssgrgovtcollegesargaon@gmail.com)

Sargaon, Date-12.07.2017

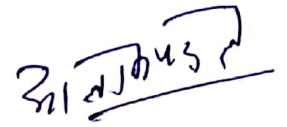
**Order**

All the members of non-teaching staff are informed that an administrative/professional training program on "Accounts keeping" will be organized by the institution on July 18, 2017 and are directed to attend the program.



**Incharge**

Administrative/ Professional Training Program



**Principal**

**Principal**

**Sant Shiromani Guru Ravidas**  
Govt. College, Sargaon  
Distt. Mungeli (C.G.)

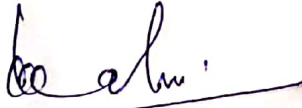
Sargaon, Date-18.07.2017

Report of the administrative/professional training program on "Accounts keeping"

An administrative/professional training program on "Accounts keeping" was organized by the institution on July 18, 2017. Smt. Anuradha Divan, Asst. Professor of Commerce was the resource persons. She gave speech on how to keep accounts perfectly She explained the rules of debit and credit in details. The following members of non-teaching staff attended the program.

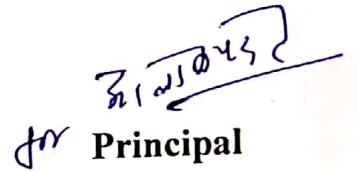
1. Shri B. R. Bhoshle Asst. Grade 01
2. Shree C. M. Koshle Asst. Grade 02
3. Shree Himanshu Yadav Asst. Grade 03
4. Shri B. P. Ghritlahre, Lab Technician
5. Shree Sanat Kumar Manhar, Lab Technician
6. Shree Dharmendra Mahilang, Lab Technician

**Total number of participants - 06**



**Incharge**

Administrative/ Professional Training Program



**Principal**

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**Distt. Mungeli (C.G.)**