



RLS Global Smart Learning Institute (RLSGSLI),

A registered Micro, Small and Medium Enterprise (MSME). Registration No. UDYAM-HR-08-0003613.Ph. 01684-298396, +91-9467423458, eMail: rlssmartinstitute@gmail.com



From

Smt. Rashmi,
Chief Executive Officer, RLS Global Smart Learning Institute,
Narwana (Jind, Haryana-126116).

To

**The District Education Officer (SE)
Bathinda, Punjab**

No: RLSGSLI/TRG/06/2024

Date: 31.05.2024

Sub: Nominations for One-Day Expert-led Training in Online Mode entitled "Taxation Skills – Income Tax Matters, Tax Deduction at Source (TDS), GST Matters, and Tax Returns" on 12th June 2024 (Wednesday).

Respected Sir/Madam,

I hope this message finds you well and in good health. Every organization greatly benefits from talented human resources. The training policy also emphasizes the importance of nurturing such talent.

I would request to empower your workforce with essential taxation skills tailored to organizational operations, ensuring efficiency, compliance, and financial stewardship at every level. Let's elevate your team's expertise to navigate the complexities of tax regulations seamlessly. The above stated expert-led online training course comprehensively covers four topics in detail especially for the government offices i.e. **Taxation Matters – Tax Deduction at Source (TDS), Income Tax Matters, GST Matters, and Tax Returns**. The topics are thoroughly interacted in four sessions of one and a half hours each i.e. total for 4x1.5=6 hours. The detailed schedule is retrievable at – "Schedule of Course". I sincerely believe that this training holds significant benefits for Teaching and Non-teaching Officers and Officials. As per National Education Policy, every teacher require at least 50 hours of Continuing Professional Development (CPD) every year, for the professional growth. The course offers live (face to face) interactions in online mode focusing upon clearing doubts and complemented by e-Notes and an e-Certificate. The fee is only Rs. 1180 (One Thousand One Hundred Eighty Rupees Only) per participant may be paid in advance or give in writing to pay it after participation of deputed officers/officials. The office(s) or the deputed officers/officials are encouraged to pay the fee at their convenience to enhance their skills and improve their performance (for details, see – the process). The expenses may be covered by the competent authorities.

Kindly arrange for the delegation of at least four Officers/Officials, including their names, designations, official addresses, and WhatsApp numbers, for participation in the course.

With regards,

Yours faithfully,

2024 ਵਿੱਚ ਸਿੱਖਿਆ ਮਹਾਂ ਮੰਤਰੀ (ਸੀ-1) 9/85
ਪਿੰਡ ਨੰਬਰ 2/8/1 2024/985

ਮਿਤੀ 06/06/2024

Rashmi

(Smt. Rashmi)

Chief Executive Officer

ਉਪਰੋਕਤ ਖੋਜ ਦੇ ਸਬੰਧ ਵਿੱਚ ਸਹਾਇਤਾ ਲਈ ਸਮੇਂ ਸਿਰ ਜ਼ਰੂਰੀ ਕਾਰਵਾਈ ਕਰਨ ਦੀ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ।
ਮਾਨਯੋਗ ਫਿਰ ਉਸ ਉੱਤੇ ਵੀ 12th - ਮਈ ਪਾਠਕ ਰਸਮੀ ਯੋਜਨਾ ਵਿੱਚ ਸ਼ਾਮਲ ਕੀਤਾ ਜਾਵੇ।
ਸਿੱਖਿਆ ਮਹਾਂ ਮੰਤਰੀ (ਸੀ-1)
9/85

For any clarification or assistance, feel free to WhatsApp on +91-9467423458 or email rlssmartinstitute@gmail.com.
06/06/2024