

**Calendar of Training
Programme
General Courses
2019-20**

**CALENDAR OF TRAINING PROGRAMME FOR THE YEAR 2019-20
(GENERAL COURSES)**

Sl. No	Program Title	Duration & Period	Target Group	Slot Allocation		
				Office	Slots	Total
1.	Special Course on Performance Auditing and Thematic Audit	5 days 01 - 05 April 2019	Sr.Ars to G.O.s ¹	PAG Mizoram PAG (Au) Manipur DGA (C) Kolkata, B.O Guwahati PAG (Au) Meghalaya PAG Arunachal Pradesh PAG (Au) Assam AG (Au) Nagaland AG (Au) Sikkim AG (Au) Tripura PDA, NF Railway	02 07 03 01 02 05 02 01 01 01	25
2.	Special Course on Preparation and Certification of Finance and Appropriation Accounts including Financial Attest Audit Manual (FAAM) and Central Audit Approach	6 days 6 – 11 May 2019	Sr.Accts/ Sr.Ars to SAOs	PAG Arunachal Pradesh PAG (Au) Assam PAG Mizoram PAG (Au) Manipur DGA (C) Kolkata, B.O Guwahati PAG (Au) Meghalaya AG (Au) Nagaland AG (Au) Tripura PAG (A&E) Manipur PAG (A&E) Nagaland PAG (A&E) Meghalaya AG (A&E) Tripura DAG (A&E) Sikkim	03 06 02 04 01 01 01 01 02 02 02 01 02	28
3.	Compliance Auditing Guidelines, Audit of Public Works and Forest Departments, Audit of Projects, Tender and Contracts, Audit of Public Private Partnership Projects, Audit of Power Purchase Agreements and EAP/World Bank Projects	6 days 1 – 6 July 2019	Sr.Ars to SAOs	PAG Mizoram PAG (Au) Manipur DGA (C) Kolkata, B.O Guwahati PAG Arunachal Pradesh PAG (Au) Assam AG (Au) Nagaland AG (Au) Tripura PDA, NF Railway	02 04 01 02 06 02 09 02	28
4.	Special Course on Disciplinary Proceedings, Legal Issues and handling of court cases, Estate	5 days 8 – 12 July 2019	Sr.Accts/ Sr.Ars to SAOs	DGA (C) Kolkata, B.O Guwahati PAG (Au) Meghalaya PAG Arunachal Pradesh AG (Au) Nagaland	01 01 01 01	15

¹Members of the Performance Audit Team conducting the Performance Audit in 2019-20

Sl. No	Program Title	Duration & Period	Target Group	Slot Allocation		
				Office	Slots	Total
	Matter, Entitlements and Administrative matter, Right to information (RTI) and Code of Ethics in IA&AD			AG (Au) Tripura PDA, NF Railway PAG (A&E) Manipur PAG (A&E) Nagaland PAG (A&E) Meghalaya	03 01 02 04 01	
5.	Special Course on Inspection of Treasuries and IT Audit on Inspection of Treasuries, Data extraction including visit to a Treasury and Integrated Financial Management System	6 days 15-20 July 2019	Sr.Acctt to SAOs	PAG Mizoram PAG Arunachal Pradesh PAG (A&E) Manipur PAG (A&E) Nagaland PAG (A&E) Meghalaya AG (A&E) Assam AG (A&E) Tripura	02 02 02 02 02 05 01	16
6.	Special Course on Common Administrative Issues, Budget and Expenditure Management System, Income Tax Calculation, TDS procedure, Reservation Roster, Preparation and Conduct of DPC Meetings, Writing of APAR, Leadership and Motivation	5 days 5 – 9 Aug 2019	Sr.Acctts/ Sr.Ars to SAOs	PAG Mizoram PAG (Au) Manipur DGA (C) Kolkata, B.O Guwahati PAG (Au) Meghalaya AG (Au) Nagaland AG (Au) Tripura PDA, NF Railway PAG (A&E) Manipur PAG (A&E) Nagaland PAG (A&E) Meghalaya DAG (A&E) Sikkim	02 04 01 01 01 01 01 02 02 02 02	19
7.	Induction course for newly promoted AAOs/ SAS passed officials	10 days 26 Aug – 5 Sept 2019	AAOs/ SAS passed officials	PAG Mizoram PAG (Au) Manipur DGA (C) Kolkata, B.O Guwahati PAG (Au) Meghalaya PAG Arunachal Pradesh PAG (Au) Assam AG (Au) Nagaland AG (Au) Sikkim AG (Au) Tripura PDA, NF Railway PAG (A&E) Manipur PAG (A&E) Nagaland AG (A&E) Assam	5 05 02 02 ** 06 06 02 05 02 02 01 08	46
8.	GST Accounting, payment and deduction related to PAO function and VLC Module for GST and reports, Procedures on e-	3 days 11 – 13 Sept 2019	Sr.Acctts/ Sr.Ars to SAOs	PAG Mizoram DGA (C) Kolkata, B.O Guwahati PAG (A&E) Meghalaya PAG (A&E) Manipur AG (A&E) Assam	02 01 02 02 09	20

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				Office	Slots	Total
	payment of Govt. transactions			AG (A&E) Tripura DAG (A&E) Sikkim	02 02	
9.	Companies Act 2013, Balance Sheet Audit and Applicable Indian Accounting Standards (IND-AS)	4 days 16 – 19 Sept 2019	Group A and Group B	PAG Mizoram PAG (Au) Manipur PAG (Au) Meghalaya PAG Arunachal Pradesh AG (Au) Nagaland AG (Au) Tripura AG (Au) Sikkim	02 02 02 02 01 02 02	13
10.	Special Course on Maintenance of Broadsheets, Debt Deposits and Remittance Head, Adverse Balance in the Public Accounts and improper operation of PLA, Personal Deposits, Clearance of Suspense Head, Maintenance of GPF Accounts and Disposal of Fund, GAD, Pension Cases and Complaint Cases	5 days 21– 25 Oct 2019	Acctts/ Ars to AAOs	PAG Mizoram PAG (A&E) Manipur PAG (A&E) Meghalaya AG (A&E) Tripura	02 02 02 02	8
11.	Induction course for newly recruited/ promoted Accountants/ Auditors/DEOs	10 days 04 – 16 Nov 2019	Acctts/ Ars/ DEOs	PAG, Mizoram DGA (C) Kolkata, B.O Guwahati PAG Arunachal Pradesh AG (Au) Nagaland PAG (A&E) Manipur PAG (A&E) Meghalaya	02 02 ** 02 02 01	09
12.	Preparation of Report on State Finance	3 days 18 – 20 Nov 2019	Sr.Ars to SAOs	PAG Mizoram PAG (Au) Manipur PAG (Au) Meghalaya PAG Arunachal Pradesh AG (Au) Nagaland AG (Au) Sikkim AG (Au) Tripura	02 02 01 01 01 01 02	10

Sl. No	Program Title	Duration & Period	Target Group	Slot Allocation		
				Office	Slots	Total
13.	Special course on Goods and Service Tax (GST) and Audit of Revenue Receipts	5 days 2 – 6 Dec 2019	Sr.Ars to SAOs	PAG Mizoram PAG (Au) Manipur DGA (C) Kolkata, B.O Guwahati PAG (Au) Meghalaya PAG Arunachal Pradesh AG (Au) Nagaland AG (Au) Sikkim AG (Au) Tripura PAG (A&E) Nagaland	02 03 03 04 02 01 01 02 02	20
14.	Special Course on Audit of PRIs and Urban Local Bodies/ Municipal Corporation including Autonomous District Councils for all the Audit offices	5 days 9-13 Dec 2019	Sr. Ars to SAOs	PAG Mizoram PAG Arunachal Pradesh PAG (Au) Assam AG (Au) Nagaland	02 02 03 01	8
15.	Indian Accounting Standards (IND-AS)	4 days 10 -13 Feb 2020	Group A and Group B	PAG Mizoram PAG (Au) Manipur PAG (Au) Meghalaya PAG (Au) Assam AG (Au) Sikkim AG (Au) Tripura	02 03 01 02 02 01	11
Total						
** PAG, AP will intimate the slots afterwards.						