

**Calendar of Training
Programme
General Courses
2018-19**

**DRAFT CALENDAR OF TRAINING PROGRAMME FOR THE YEAR
2018-19 (GENERAL COURSES)**

<i>Sl. No</i>	<i>Program Title</i>	<i>Duration & Period</i>	<i>Target Group</i>	<i>Slot Allocation</i>		
				<i>Office</i>	<i>Slots</i>	<i>Total</i>
1.	Special Course on Performance Auditing	5 days 02 - 06 April 2018	Sr.Ars to Sr. DAGs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG Mizoram AG (Au) Assam AG (Au) Manipur AG (Au) Nagaland AG (Au) Tripura AG (Au) Sikkim PDA, NF Railway	07 07 04 07 05 04 05 02 01	42
2.	Special Course on Government Accounts-the Process Flow, VLC, PW/Forest Accounts, Account Current Module of VLC and Management Issues	5 days 23 – 27 April 2018	Acctts/Ars to AAOs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG Mizoram PAG (A&E) Nagaland AG (A&E) Meghalaya AG (A&E) Tripura AG (A&E) Manipur Sr.DAG (A&E) Sikkim	01 01 02 02 02 02 02 01	13
3.	Special Course on Inspection of Treasuries and IT Audit on Inspection of Treasuries, Data extraction including visit to a Treasury	6 days 14 – 19 May 2018	Sr.Acctt to SAOs	PAG Arunachal Pradesh AG Mizoram PAG (A&E) Nagaland AG (A&E) Assam AG (A&E) Meghalaya AG (A&E) Manipur AG (A&E) Tripura	02 02 02 06 02 02 02	18
4.	Special Course on Awareness of ISSAI (Hqrs Course)	3 days 28 – 30 May 2018	AAOs to SAOs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG Mizoram AG (Au) Assam AG (Au) Manipur AG (Au) Nagaland AG (Au) Tripura AG (Au) Sikkim PDA, NF Railway PAG (A&E) Nagaland AG (A&E) Assam AG (A&E) Meghalaya AG (A&E) Manipur AG (A&E) Tripura Sr. DAG (A&E) Sikkim	01 01 01 01 01 02 01 01 01 01 02 01 01 01 01	17

Sl. No	Program Title	Duration & Period	Target Group	Slot Allocation		
				Office	Slots	Total
5.	Special Course on Preparation and Certification of Finance and Appropriation Accounts	5 days 04 – 08 June 2018	Sr.Acctts to SAOs	PAG Arunachal Pradesh AG Mizoram AG (Au) Assam AG (Au) Nagaland PAG (A&E) Nagaland AG (A&E) Meghalaya AG (A&E) Manipur AG (A&E) Tripura	02 02 02 02 02 02 02 02	16
6.	Special Course on Disciplinary Proceedings, Legal Issues and handling of court cases, Estate Matter, Entitlements and Administrative matter, Right to information (RTI) and Code of Ethics in IA&AD	5 days 11 – 15 June 2018	Sr.Acctts/ Sr.Ars to SAOs	PAG Arunachal Pradesh AG (Au) Manipur AG (Au) Nagaland AG (Au) Tripura AG (Au) Sikkim PDA, NF Railway PAG (A&E) Nagaland AG (A&E) Meghalaya AG (A&E) Manipur AG (A&E) Tripura	01 04 02 03 01 01 02 02 02 02	19
7.	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 02 - 07 July 2018	Sr.Ars to SAOs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG Mizoram AG (Au) Assam AG (Au) Manipur AG (Au) Nagaland AG (Au) Tripura AG (Au) Sikkim PDA, NF Railway	02 02 02 12 08 04 06 01 02	39
8.	Special Course on Noting and Drafting of Audit Memos/IR/Review Notes/ Draft Paragraph/ Reviews including preparation of Chapter-1 of Audit Report (Revenue)	5 days 23 – 27 July 2018	Sr.Ars to SAOs	PAG Arunachal Pradesh AG (Au) Assam AG (Au) Nagaland PDA, NF Railway	01 11 02 01	15
9.	Special Course on Accrual system of Accounting for Accounts offices	3 days 30 July to 1 Aug 2018	Sr. Acctts to SAOs	PAG (A&E) Nagaland AG (A&E) Assam AG (A&E) Meghalaya	01 06 01	08
10.	Special Course on Audit of Fraud, Corruption, Fraud Detection Techniques and Forensic Audit	2 days 20 – 21 Aug 2018	Sr.Ars to SAOs	AG (Au) Assam AG (Au) Nagaland	03 02	05

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11.	GST Accounting, payment and deduction related to PAO function and VLC Module for GST and reports	3 days 10 to 12 Sep 2018	Sr.Acctts/ Sr.Ars to SAOs	PAG Arunachal Pradesh AG Mizoram AG (A&E) Manipur Sr. DAG (A&E) Sikkim	01 04 02 02	09
12.	Companies Act 2013, Balance Sheet Audit and Applicable Indian Accounting Standards (IND-AS)	4 days 17 – 20 Sep 2018	Sr.Ars to SAOs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG (Au) Manipur	03 03 02	08
13.	Special Course on Risk Based Audit Approach with Quantitative Technique, Internal Audit Control and Statistical Sampling	4 days 24 - 27 Sep 2018	Sr.Ars to SAOs	PAG Arunachal Pradesh AG Mizoram AG (Au) Assam AG(Au) Manipur AG (Au) Nagaland PDA, NF Railway	02 02 03 02 02 01	12
14.	Accounts Audit of State/ Central Autonomous Bodies (New Format of Accounts issued by Ministry of HRD and Format issued by Ministry of Finance) and Drafting of Separate Audit Report (SAR)	4 days 03 – 06 Oct 2018	Sr.Ars/ AAOs to SAOs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG Mizoram AG (Au) Assam AG (Au) Manipur	01 03 02 03 02	11
15.	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 22 – 26 Oct 2018	Sr.Acctts/ Sr.Ars to SAOs	PAG Arunachal Pradesh AG Mizoram AG (Au) Assam AG (Au) Manipur AG (Au) Nagaland AG (Au) Tripura PDA, NF Railway PAG (A&E) Nagaland AG (A&E) Meghalaya AG (A&E) Manipur AG (A&E) Tripura Sr.DAG (A&E) Sikkim	01 02 02 04 03 01 01 02 02 02 02 02	24
16.	Special Course on Preparation & Certification of Finance Accounts & Appropriation Accounts including Financial Attest Audit Manual (FAAM) and Central Audit Approach	6 days 12 -17 Nov 2018	Sr.Ars to SAOs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG (Au) Assam AG (Au) Manipur AG (Au) Nagaland AG (Au) Tripura AG (Au) Sikkim	01 01 06 04 02 01 01	16

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17.	Special Course on Audit Evidence and Reporting (Hqrs Course)	6 days 26 Nov - 01 Dec 2018	Sr.Ars to SAOs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG Mizoram AG (Au) Assam AG (Au) Manipur AG (Au) Nagaland AG (Au) Tripura AG (Au) Sikkim PDA, NF Railway	02 02 02 02 03 04 04 01 02	22
18.	Induction course for newly promoted AAOs/ SAS passed officials	10 days 03 – 13 Dec 2018	AAOs/ SAS passed officials	PAG Arunachal Pradesh AG Mizoram AG (Au) Assam AG (Au) Tripura AG (Au) Sikkim PDA, NF Railway PAG (A&E) Nagaland AG (A&E) Assam AG (A&E) Manipur Sr.DAG (A&E) Sikkim	04 02 13 05 04 02 01 09 05 01	46
19.	Special Course on Audit of PRIs and Urban Local Bodies/ Municipal Corporation including Autonomous District Councils for all the Audit offices	5 days 17 – 21 Dec 2018	Sr. Ars to SAOs	PAG Arunachal Pradesh AG Mizoram AG (Au) Assam AG (Au) Manipur AG (Au) Tripura AG (Au) Sikkim PDA, NF Railway	02 02 01 02 01 01 01	10
20.	Special Course on Maintenance of Broadsheets, Debt Deposits and Remittance Head, Adverse Balance, Improper Operation of Personal Deposits, Clearance of Suspense Head, Maintenance of GPF Accounts and Disposal of Fund, GAD, Pension Cases and Complaint Cases	5 days 04 – 08 Feb 2019	Acctts/Ars to AAOs	PAG Arunachal Pradesh AG Mizoram AG (A&E) Meghalaya AG (A&E) Manipur AG (A&E) Tripura Sr.DAG (A&E) Sikkim	02 02 04 02 04 02	16
21.	Induction course for newly recruited/ promoted Accountants/ Auditors/DEOs	10 days 18 – 28 Feb 2019	Acctts/ Ars/DEOs	PAG Arunachal Pradesh AG (Au) Manipur AG (A&E) Meghalaya AG (A&E) Manipur	** 14 02 05	21

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22.	Preparation of Report on State Finance	3 days 04 – 06 Mar 2019	Sr.Ars to SAOs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG Mizoram AG (Au) Manipur AG (Au) Nagaland AG (Au) Tripura	02 01 02 01 02 01	09
23.	Special course on Goods and Service Tax (GST) and Audit of Revenue Receipts	5 days 18- 22 Mar 2019	Sr.Ars to SAOs	PAG Arunachal Pradesh PAG (Au) Meghalaya AG Mizoram AG (Au) Assam AG (Au) Manipur AG (Au) Nagaland AG (Au) Tripura PAG (A&E) Nagaland AG (A&E) Tripura	02 03 02 03 05 02 02 02 03	24
24.	Environment Audit and Sustainable Development	3 days 25 – 27 Mar 2019	Sr.Ars to SAOs	AG Mizoram AG (Au) Assam AG (Audit) Manipur	02 03 03	08
					Total	428

** PAG, AP will intimate the slots afterwards.

