



INSTITUTE OF GOVT. ACCOUNTS & FINANCE  
Ministry of Finance  
Department of Expenditure  
Block No. IV, J.N.U. (Campus)  
New Delhi - 110067

No. 21011/INGAF/FW/601/2018-19/ 45

Dated 12<sup>th</sup> April 2018

To

All Pr. CCAs/CCAs/CAs.

Subject: List of Training Programmes for Central Civil Accounts Service for the Quarter of April 2018 to June 2018 - regarding.

Sir/Madam,

I am to intimate that as per the Training Calendar 2018-19 approved by the Competent Authority of INGAF (HQ), New Delhi, the undermentioned Short Term Training Programs are scheduled to be held during the Quarter of April 2018 to June 2018 for the officials of Central Civil Accounts Service:

S.No	Name of the Course	Duration	Dates	Venue	Course Fees per participant
1.	RTI	1 Day	20 <sup>th</sup> April 2018	Delhi	Rs. 1000/-
2.	Budget	2 Days	24 <sup>th</sup> & 25 <sup>th</sup> April 2018	-do-	Rs.2000/-
3.	GeM	1 Day	27 <sup>th</sup> April 2018	-do-	Rs.1000/-
4.	Retirement Planning, Financial Investment & Lifestyle Management	2 Days	2 <sup>nd</sup> & 3 <sup>rd</sup> May 2018	-do-	Rs.2000/-
5.	Appropriation & Finance Accounts	2 Days	10 <sup>th</sup> & 11 <sup>th</sup> May 2018	-do-	Rs.2000/-
6.	Vigilance Matters & Disciplinary Proceedings	2 Days	15 <sup>th</sup> & 16 <sup>th</sup> May 2018	-do-	Rs.2000/-
7.	Mind & Soul Alignment through Yoga	1 Day	23 <sup>rd</sup> May 2018	-do-	Rs.1000/-
8.	Income Tax, TDS & e-Filing	2 Days	6 <sup>th</sup> & 7 <sup>th</sup> June 2018	-do-	Rs.2000/-
9.	Procurement & GeM	2 Days	12 <sup>th</sup> & 13 <sup>th</sup> June 2018	-do-	Rs.2000/-
10.	Pension & NPS	1 Day	20 <sup>th</sup> June 2018	-do-	Rs.1000/-
11.	TA & LTC Rules	1 Day	27 <sup>th</sup> June 2018	-do-	Rs.1000/-

It is requested to nominate suitable officials amongst Sr.AO/AAO/Sr. Acctt. for the above mentioned training programs.

It may kindly be noted that the total number of participants in each course shall be restricted by us to twenty-five (25) keeping in view the capacity of the training halls. As such, nominations may kindly be made at the level of Principal Accounts Offices/Head Quarters. Further, it will also be appreciated if the number of nominations from each Ministry is restricted to 2 or 3 participants.

INGAF aims to provide quality training programs to officers of the Accounts cadre throughout the year and seeks your support in terms of timely payments of fees (preferably in advance) along with regular nominations of candidates from your Ministry/Department. This will enable INGAF to fulfil its training mandate.

Fees may kindly be remitted to us in either of the undermentioned modes:

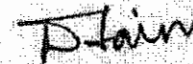
- Through Cheque drawn in favor of 'The Accounts Officer, INGAF' or;
- Through NEFT as per the details given below:

IFSC Code : UTIB0000119  
Account No : 119010200007115  
MICR Code : 110211015

It is requested to kindly inform INGAF about the mode of payment once it has been made through Cheque/NEFT so that we may be able to reconcile the same at our end.

Candidates nominated to the training programs must carry their Aadhaar Cards or a photocopy to enable registration on the INGAF website

Yours sincerely



(Deepika Jain)  
Joint Director

Copy to:

1. Dy. CGA, O/o CGA, Ministry of Finance, New Delhi.
2. Accounts Officer (Group-B), O/o CGA, Ministry of Finance, New Delhi.
3. Sr. AO (ITD), O/o CGA, Ministry of Finance with request to upload in CGA website.
4. AAO (IT), INGAF for uploading in INGAF website.
5. File.