



GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
INSTITUTE OF GOVERNMENT ACCOUNTS AND FINANCE
BLOCK NO. - IV. J.N.U. CAMPUS (OLD), NEW DELHI - 110067

No: INGAF-20001/2/2022-PAO SECTION/efile-9499/364-72 Dated: 20/06/2025

OFFICE MEMORANDUM

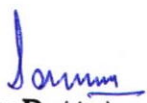
Subject: Quarterly Training Calendar (II Quarter) of INGAF for FY 2025-26

The undersigned is directed to convey that INGAF has prepared a Training Calendar for the II Quarter of FY 2025-26 from July to September, 2025. The said training calendar comprises of various specialized training programmes/capsules which shall be beneficial for the capacity building of the officers/officials of Indian Civil Account Organization. The training programmes in the said calendar have been curated to familiarize the participants with the topics which are a part of day to day routine work, apart from this, these trainings shall also touch the latest advancements and technological developments in the Government ecosystem. The detailed quarterly calendar for FY 2025-26 from July to September, 2025, is as per "Annexure-A" (enclosed).

2. In this regard, it is requested to kindly consider nominating the officers/officials for the said training programme from your respective offices please. It would be highly appreciated, if the nominations are shared for the entire quarter are shared in one go so that it may enable us to facilitate the necessary arrangements well in time. Further, considering the seating capacity of the INGAF classrooms it is requested to restrict the nominations to 01-02 participant(s) per Ministry/Dept.

The nominations may kindly be furnished at facultywingingaf@gmail.com

This issues with the approval of Director General, INGAF.


(Sanjay Datta)

Sr. Accounts Officer (Trg.)

To:

1. All the Pr. CCAs/ CCAs/ CAs with independent charge, Jt. CGA (Admn.) O/o CGA, Jt. CGA (PFMS), CC (Pension), CPAO, Jt. CGA (Accounts and TA)

Copy to:

1. Jt. Director (INGAF)
2. Sr. AO (GIFMIS, O/o CGA) – with a request to publish this OM on CGA website please.
3. PS to Director General (INGAF)

Quarterly Training Calendar (II Quarter – July to September, 2025)

Sl No	Training Module	Days	Date	
			From	To
1.	Overview of National Pension System(NPS) and Unified Pension Scheme (UPS)	1	15.07.2025	15.07.2025
2.	Delegation of Financial Power and Classification of Head of Accounts	1	17.07.2025	17.07.2025
3.	Fundamentals of Government Accounting along with Banking Arrangement and the latest amendments	1	29.07.2025	29.07.2025
4.	Constitutional Provisions of Budget, Budget Execution & Monitoring and FRBM	1	31.07.2025	31.07.2025
5.	Revenue Streams Beyond Tax: Understanding Accounting of Non- Tax Revenue Receipt	1	12.08.2025	12.08.2025
6.	Public Procurement: Procedural aspect with case studies and detailed process of procurement through Government E-Marketplace(GeM)	1	13.08.2025	13.08.2025
7.	E-Bill, GPF Rules and EIS Module Integration	1	18.08.2025	18.08.2025
8.	Mastering Time Management & Presentation Skills in the Age of Digital Distractions	1	19.08.2025	19.08.2025
9.	Emotional Intelligence and Conflict Resolution in Government Setup	1	21.08.2025	21.08.2025
10.	PFMS: Overview of Various Processes, Mechanisms and Reporting System within PAO Functioning	1	02.09.2025	02.09.2025
11.	Establishment Rules, CCS Pay Rules and Pay Fixation & Case Study	1	08.09.2025	08.09.2025
12.	MS Word and MS Excel Tools: Essential Skills for Government Servants	1	09.09.2025	09.09.2025
13.	Embracing Digital Change in Government Setup (Understanding Digital World, Digital Tools and Digital Safety)	1	11.09.2025	11.09.2025
14.	Transfer entries, Monitoring, review, and liquidation of Suspense Balances	1	30.09.2025	30.09.2025