



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-9499/2235-47 Dated: 30/03/2026

OFFICE MEMORANDUM

Subject: Quarterly Training Calendar (I Quarter) of INGAF for FY 2026-27

The undersigned is directed to convey that INGAF has prepared a Training Calendar for the I Quarter of FY 2026-27 from April to June, 2026. 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 2026-27 from April to June, 2026 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 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 faculty.wingingaf@gov.in

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 (I Quarter – April to June, 2026)

Sl No	Training Module	Days	Date		Competency
			From	To	
1.	Overview of Appropriation Accounts	01	13.04.2026	13.04.2026	Functional
2.	Overview of Finance Accounts	01	15.04.2026	15.04.2026	Functional
3.	Delegation of Financial Power and Classification of Head of Accounts	01	17.04.2026	17.04.2026	Domain
4.	Responsible use of AI in Workplace	01	21.04.2026	21.04.2026	Functional and Behavioral
5.	Training Programme on E- Bill	01	23.04.2026	23.04.2026	Functional
6.	Overview of GFR and Procurement of Goods & Services through GeM	01	04.05.2026	04.05.2026	Domain and Functional
7.	Constitutional Provisions of Budget, Budget Execution & Monitoring and FRBM	01	07.05.2026	07.05.2026	Domain and Functional
8.	Fundamentals of Government Accounting along with Banking Arrangement and the latest amendments	01	12.05.2026	12.05.2026	Domain and Functional
9.	Introduction to Internal Audit Plan, Audit Memo, Audit Evidence and Preparation of Audit Reports with Case Study on Scheme Audit	01	14.05.2026	15.05.2026	Functional
10.	Pay Structure: Pay Fixation and MACP in accordance to 7th CPC	01	19.05.2026	19.05.2026	Domain and Functional
11.	CCS Pension Rules (2021) and Overview of NPS & UPS	01	05.06.2026	05.06.2026	Domain and Functional
12.	Office Procedures and Record Management	01	10.06.2026	10.06.2026	Functional
13.	Data Analytics through MS-Excel	01	16.06.2026	16.06.2026	Functional
14.	Monitoring, Review and Liquidation of Suspense Balance	01	18.06.2026	18.06.2026	Functional
15.	Income Tax Rules: Calculation and e-Filing	01	23.06.2026	23.06.2026	Domain and Functional