



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-9499/773-83 Dated: 24.09.2026

OFFICE MEMORANDUM

Subject: Quarterly Training Calendar (III Quarter) of RTC Chennai for FY 2026-27 - reg.

The undersigned is directed to convey that the Regional Training Centre (RTC), Chennai has prepared the Quarterly Training Calendar for the III Quarter (October to December, 2026) of FY 2026-27.

2. The Training Calendar comprises various specialized and contemporary training programmes aimed at enhancing the knowledge, skills and professional capabilities of the officers/officials of the Indian Civil Accounts Organization (ICAO). The programmes have been curated keeping in view the functional requirements and day-to-day work responsibilities of the officers/officials, while also covering emerging areas, recent developments and technological advancements relevant to the Government ecosystem. The detailed Training Calendar for the III Quarter of FY 2026-27 is enclosed herewith as **Annexure-A**.

3. In this regard, Ministries/Departments/Offices are requested to kindly nominate suitable officers/officials for the training programmes as per the enclosed Training Calendar. It would be appreciated if the nominations for the programmes scheduled during the entire quarter are furnished in one go, as far as feasible, to enable RTC Chennai to make the necessary arrangements well in advance.

4. Further, keeping in view the seating capacity of the classrooms at RTC Chennai, the nominations may kindly be restricted to 01-02 participants per Ministry/Department for each training programme.

5. The nominations may kindly be furnished at rtcingafchennai@gmail.com.

This issues with the approval of the 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. Sr. AO, RTC Chennai
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 (III Quarter – October to December, 2026)

S.N.	TRAINING MODULE NAME	DAY(S)	DATE	COMPETENCY
1.	e – office & e - HRMS	1	10/26/2026	Functional
2.	Procurement rules and Government e-Market Procedure (GeM)	1	10/28/2026	Departmental & Functional
3.	Leave, TA and LTC Rules, Maintenance of Service Books	2	03.11.2026 to 04.11.2026	Departmental
4.	PFMS: Pension Module and e - Bhavishya	1	12.11.2026	Functional
5.	Income Tax Rules, Calculations & e-filing	1	16.11.2026	Functional
6.	Overview of Data Analytics and Its Application in Internal Audit	1	18.11.2026	Functional
7.	e – bill - NCDDO	1	20.11.2026	Functional
8.	Data management in government sector & Artificial intelligence (AI)	1	02.12.2026	Functional
9.	Noting & Drafting	1	07.12.2026	Functional
10.	Pay Fixation & MACP	2	10.12.2026 to 11.12.2026	Departmental & Functional
11.	Preparation of Government Accounting, Reconciliation & Suspense Clearance	1	14.12.2026	Departmental & Functional
12.	GST & TDS on GST	1	16.12.2026	Functional
13.	National Pension Scheme (NPS) & Unified Pension Scheme (UPS)	1	18.12.2026	Functional
14.	CGHS & CS(MA) Rules	2	21.12.2026 to 22.12.2026	Departmental & Functional