



GOVERNMENT OF INDIA  
MINISTRY OF FINANCE  
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 | 1025-32 Dated 25/09/2024

**OFFICE MEMORANDUM**

**Subject: Quarterly Training Calendar (III Quarter) of INGAF for FY 2024-25**

The undersigned is directed to convey that INGAF has prepared a Training Calendar for the III Quarter of FY 2024-25 from October to December, 2024. 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 2024-25 from October to December, 2024 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](mailto: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 request to publish this OM on CGA website please.  
3. PS to Director General (INGAF)

.No	Training Module	Days	Date		Target Participants
			From	To	
1.	Procedural Aspects of the Vigilance Matters and Disciplinary Proceedings. Role of CVC and UPSC	1	15.10.2024	15.10.2024	Open to all officials of ICAO
2.	Automated Accounting and reconciliation in PFMS. Clearance of suspense balances and treatment of failed transactions	1	17.10.2.024	17.10.2.024	Open to all officials of ICAO
3.	Roles & Responsibilities of Integrated Finance Division  And  New Charter of IFA	1	22.10.2024	22.10.2024	Sr. AOs and AAOs
4.	Open AI and Generative AI Tools for Government Officials	1	23.10.2024	23.10.2024	Open to all officials of ICAO
5.	Constitutional Provisions of Budget And Budget Execution & Monitoring	1	25.10.2024	25.10.2024	Open to all officials of ICAO
6.	Banking Arrangement in PFMS - Bank Master capturing, DMS Entry, Put Through Entry, Challan Entry, Scroll Entry/Incorporation, bank reconciliation through CAM reports.	1	04.11.2024	04.11.2024	Open to all officials of ICAO
7.	Overview of Pay Structure: Pay Fixation and MACP in accordance to 7 <sup>th</sup> CPC.	1	06.11.2024	06.11.2024	Open to all officials of ICAO
8.	Internal Audit on PFMS: Demonstration of Internal Audit Online System (IAOS) Para Monitoring System, demonstration of related reports	1	07.11.2024	07.11.2024	Open to all officials of ICAO

	Rajbhasha संघ सरकार की राजभाषा नीति नियमों का अनुपालन	1	27.11.2024	27.11.2024	Open to all officials of ICAO
10.	RTI Act 2005: An Overview and case studies	1	28.11.2024	28.11.2024	Open to all officials of ICAO
11.	Budgeting: Its Formulation and its Execution on PFMS	1	03.12.2024	03.12.2024	Open to all officials of ICAO
12.	Delegation of Financial Power and Classification of Head of Accounts.	1	05.12.2024	05.12.2024	Open to all officials of ICAO
13.	Suspense Manual: Overview of Suspense Heads, Booking, Clearance and Adjustment	1	10.12.2024	10.12.2024	Open to all officials of ICAO
14.	Introduction to Emerging Technologies	1	17.12.2024	17.12.2024	Open to all officials of ICAO
15.	Overview of GFR 2017 with focus on Procurement of Goods, Services and Works And Procurement through Government e- Marketplace (GeM)/ CPPP & Overview of RFP/ QCBS	2	23.12.2024	24.12.2024	Open to all officials of ICAO
16.	Old Pension Scheme v/s National Pension System v/s Unified Pension Scheme	1	26.12.2024	26.12.2024	Open to all officials of ICAO