

Regional Training Center, Pune - Annual Course Calendar 2019-20

Sl. No.	Name of the Course	Duration	Period	
			From	To
1	Induction training to New Recruits – Auditors/Clerks	10 days	01.04.2019	12.04.2019
2	Project Tulip	05 days	22.04.2019	26.04.2019
3	Hindi Karyashala	02 days	06.05.2019	07.05.2019
4	Course for Superannuating Officers/staff	02 days	09.05.2019	10.05.2019
5	Noting, Drafting & Communication skills	05 days	20.05.2019	24.05.2019
6	O & M Inspection, Studies – DAD Offices & Super Review and Performance audit of units and formations	05 days	10.06.2019	14.06.2019
7	Course on AO GE/AAO BSO/E Section – Duties, Responsibilities	05 days	22.07.2019	26.07.2019
8	Induction Training to AOs	05 days	19.08.2019	23.08.2019
9	Local Audit of Army/MES Units & Formations	05 days	16.09.2019	20.09.2019
10	Taxes/NPS – Recovery and Uploading, Provisions of GeM and GFR	05 days	14.10.2019	18.10.2019
11	IFA Duties and Responsibilities	05 days	04.11.2019	08.11.2019
12	Hindi Karyashala	02 days	18.11.2019	19.11.2019
13	Course for Superannuating Officers/staff	02 days	21.11.2019	22.11.2019
14	Induction Training to AAOs	12 days	02.12.2019	14.12.2019
15	Training of Trainers	05 days	06.01.2020	10.01.2020
16	Project Tulip	05 days	27.01.2020	31.01.2020
Total:		80 days		

Note: SL. NO. 8 & 14 are tentatively scheduled. Dates will be finalized after notification.

Course on Noting, Drafting and Communication Skills at Client Locations

Sl. No.	Location	Duration	Period	
			From	To
1	PAO GREF, Pune	02 days	26.08.2019	27.08.2019
2	PCDA (Navy) Mumbai	02 days	28.11.2019	29.11.2019
3	PCDA (O) Pune	02 days	19.02.2020	20.02.2020
Grand Total		86 days		