

Regional Training Centre, Pune
Approved Course Calendar for the year 2023-24

Sl. No.	Name of the Course	Duration	Period	Level of Participants	Remarks
1	Hindi Karyashala	02 Days	17.04.23 – 18.04.23 (Offline at RTC Pune)	Vertical Mix	Offline / Class Room Training
2	Induction Training for Newly Recruited Auditors/Clerks	10 Days	20.04.23 – 28.04.23 (through Gyansudha and VC) 01.05.23 – 03.05.23 (Offline at RTC Pune)	Auditors/Clerks	To be conducted through Gyansudha (03 days), Video Conferencing (04 days) and at RTC Pune (03 days).
3	Induction Training for newly promoted AAOs (Dropped)	12 Days	08.05.23 - 20.05.23 (Offline at RTC Pune)	AAOs	Offline / Class Room Training
4	Course on NPS	01 day	23.05.23	Vertical Mix	To be conducted through Gyan Sudha Portal. Without Assignment
5	Induction Training for Newly Recruited Auditors/Clerks	10 Days	25.05.23 - 02.06.23 (through Gyansudha and VC) 05.06.23 – 07.06.23 (Offline at RTC Pune)	Auditors/Clerks	To be conducted through Gyansudha (03 days), Video Conferencing (04 days) and at RTC Pune (03 days).
6	Course on Defence Accounting System (Dropped)	05 Days	05.06.23 -09.06.23	Vertical Mix	To be conducted through Gyan Sudha Portal. With Assignment / Final Exam (MCQs) Topics like Accrual Accounting etc to be included.
7	Induction Training for newly promoted AOs	05 Days	12.06.23 – 16.06.23	AOs	Offline / Class Room Training
8	Induction Training for Newly Recruited Auditors/Clerks	10 Days	15.06.23 – 23.06.23 (through Gyansudha and VC) 26.06.23 -28.06.23 (Offline at RTC Pune)	Auditors/Clerks	To be conducted through Gyansudha (03 days), Video Conferencing (04 days) and at RTC Pune (03 days).
9	Course on Revenue Procurement	01 Day	19.06.2023	Vertical Mix	To be conducted through Gyan Sudha Portal. Without Assignment

10	Training in relation to duties of the Higher Post on promotion from Auditor to Sr. Auditor	10 Days	03.07.23 - 14.07.23	Auditors	To be conducted through Video Conferencing
11	Refresher Course for AAOs (Dropped)	05 Days	17.07.23 – 21.07.23	AAOs	Offline / Class Room Training
12	Course for Superannuating Officers & Staff (Dropped)	03 Days	24.07.23 - 26.07.23	Vertical Mix	Offline / Class Room Training
13	Course on Pay Fixation	02 Days	27.07.23 - 28.07.23	Vertical Mix	To be conducted through Gyan Sudha Portal. Without Assignment
14	Training in relation to duties of the Higher Post on promotion from Auditor to Sr. Auditor	10 Days	31.07.23 – 11.08.23	Auditors	To be conducted through Video Conferencing
15	Course on Contract Management from Audit & Finance Perspective (Dropped)	02 Days	07.08.23 – 08.08.23	Vertical Mix	Offline / Class Room Training
16	Course on Disciplinary Proceedings	03 days	16.08.23 – 18.08.23	Vertical Mix	To be conducted through Gyan Sudha Portal. With Assignment/Final Exam (MCQs)
17	Hindi Karyashala	02 Days	21.08.23 – 22.08.23	Vertical Mix	Offline / Class Room Training
18	CCS (Leave) Rules: Different Types, eligibility, quantum of leave etc. (Dropped)	02 Days	24.08.23 -25.08.23	Vertical Mix	To be conducted through Gyan Sudha Portal. With Assignment/Final Exam (MCQs)
19	Training in relation to duties of the Higher Post on promotion from Auditor to Sr. Auditor	10 Days	28.08.23 – 08.09.23	Auditors	To be conducted through Video Conferencing

20	Personality Development & Leadership Skills (Dropped)	05 Days	11.09.23 – 15.09.23	SAOs/AOs	Offline / Class Room Training
21	Course on Record Management	01 Day	18.09.23	Vertical Mix	Offline / Class Room Training
22	Induction Training for Newly Recruited Auditors/Clerks	10 Days	20.09.23 – 03.10.23 (through Gyansudha and VC) 06.11.23 – 08.11.23 (Offline at RTC Pune)	Auditors/Clerks	To be conducted through Gyansudha (03 days), Video Conferencing (04 days) and at RTC Pune (03 days).
23	Course on Contract Management from Audit & Finance Perspective	02 Days	09.11.23 – 10.11.23 (Offline at RTC Pune)	Vertical Mix	Offline / Class Room Training
24	Course on GeM, GST & GFR	03 Days	22.11.23 – 24.11.23 (Offline at RTC Pune)	Vertical Mix	Offline / Class Room Training
25	DFMC (Army)	03 Days	28.11.23 – 30.11.23 (through Video Conferencing)	Army Officers	(As per directions received from CENTRAD) To be conducted through Video Conferencing
26	Training For Trainers	05 Days	04.12.23 – 08.12.23 (Offline at RTC Pune)	AAOs to SAOs	Offline / Class Room Training
27	Induction Training for newly promoted AAOs (Phygital)	12 Days	04.12.23 – 09.12.23 (through Video Conferencing) 11.12.23 - 16.12.23 (Offline at RTC Pune)	AAOs	Video Conferencing (06 days) and at RTC Pune (06 days).
28	Course for Superannuating Officers & Staff	03 Days	18.12.23 – 20.12.23 (Offline at RTC Pune)	Vertical Mix	Offline / Class Room Training
29	Hindi Karyashala	02 Days	21.12.23 – 22.12.23 (Offline at RTC Pune)	Vertical Mix	Offline / Class Room Training
30	Course on Cyber Security	02 Days	04.01.24 – 05.01.24 (Offline at RTC Pune)	Vertical Mix	Offline / Class Room Training
31	Induction Training for Promoted Auditor/Clerks from MTS	05 Days	08.01.24 – 12.01.24 (Offline at RTC Pune)	Auditors/Clerks	Offline / Class Room Training

32	Course on Audit of Personal Claims	03 Days	08.01.24 – 10.01.24 (through Gyansudha/ iGot)	Vertical Mix	To be conducted through Gyansudha/ iGoT
33	Induction Training Program for Newly Recruited DR AO-EOs (EPFO)	12 Days	15.01.24 – 27.01.24 (Offline at RTC Pune)	AO-Eos (EPFO)	Offline / Class Room Training
34	Course on Internal Audit	05 Days	15.01.24 – 19.01.24 (through Gyansudha/ iGot)	Vertical Mix	To be conducted through Gyansudha/ iGoT
35	Induction Training for Newly Recruited Auditors/Clerks	10 Days	24.01.24 – 29.01.24 (through Gyansudha/ iGot) 30.01.24 – 02.02.24 (through Video Conferencing) 05.02.24 – 07.02.24 (Offline at RTC Pune)	Auditors/Clerks	To be conducted through Gyansudha/ iGoT (03 days), Video Conferencing (04 days) and at RTC Pune (03 days).
36	Course on Data Analytics	03 Days	17.01.24 – 19.01.24 (Offline at RTC Pune)	Vertical Mix	Offline / Class Room Training
37	Hindi Karyashala	02 Days	22.01.24 – 23.01.24 (Offline at RTC Pune)	Vertical Mix	Offline / Class Room Training
38	Induction Training for newly promoted AAOs (Phygital)	12 Days	05.02.24 – 10.02.24 (through Video Conferencing) 12.02.24 - 17.02.24 (Offline at RTC Pune)	AAOs	Video Conferencing (06 days) and at RTC Pune (06 days).
39	Induction Training for Newly Recruited Auditors/Clerks	10 Days	15.02.24 – 19.02.24 (through Gyansudha/ iGot) 20.02.24 – 23.02.24 (through Video Conferencing) 26.02.24 – 28.02.24 (Offline at RTC Pune)	Auditors/Clerks	To be conducted through Gyansudha/ iGot (03 days), Video Conferencing (04 days) and at RTC Pune (03 days).
40	Course on Administration & Establishment in DAD	05 Days	19.02.24 – 23.02.24 (Offline at RTC Pune)	Vertical Mix	Offline / Class Room Training

Course Conducted through Gyansudha : 40 Days
 Course Conducted through Video Conferencing : 69 Days
 Course Conducted through Class Room Training : 111 Days