

Regional Training Centre, Pune
Approved Course Calendar for the year 2024-25

Sl. No.	Name of the Course	Duration	Period	Level of Participants	Mode of Training
1.	हिन्दी कार्यशाला (Hindi Karyshala)-1	02 Days	01.04.24 02.04.24	Upto SAO	VC - 01 days Offline-01 days
2.	Course on Procurement in Defence (Revenue & Capital Procurement in Defence)	01 day	05.04.24	Upto SAO	IGoT - 01 days
3.	Induction Training for Newly Recruited Auditors/Clerks-1	10 Days	18.04.24 –23.04.24 24.04.24-26.04.24 29.04.24-01.05.24	Auditors/Clerks	IGoT - 04 days VC - 03 days Offline-03 days
4.	Course on RTI & CCS Rules (RTI Act 2005, CCS (Conduct), CCS LTC)	02 days	29.04.24-30.04.24	Upto SAO	IGoT - 02 days
5.	Orientation course for newly promoted AAOs-1	10 Days	06.05.24 – 08.05.24 09.05.24-10.05.24 13.05.24-17.05.24	AAOs	IGoT - 03 days VC - 02 days Offline-05 days
6.	Induction Training for Newly Recruited Auditors/Clerks-2	10 Days	22.05.24-28.05.24 29.05.24-31.05.24 03.06.24 - 05.06.24	Auditors/Clerks	IGoT - 04 days VC - 03 days Offline-03 days
7.	Course on Data Analytics	05 Days	27.05.24-31.05.24	AAO to SAO	Offline-05 days
8.	Course on Pay Fixation	01 Day	07.06.24	Aud to SAO	I-Got – 1 day
9.	Orientation course for newly promoted SAOs-1	05 Days	10.06.24 -14.06.24	SAOs	Offline-05 days
10.	Course on Budget in Defence	02 Days	18.06.24 – 19.06.24	Upto SAO	I-Got – 02 days
11.	Mandatory training programme for Promotion of AAO to the grade of SAO	10 Days	24.06.24 – 05.07.24	AAO	VC - 10 days

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12.	Course for Superannuating Officers & Staff	03 Days	24.06.24-26.06.24	Aud to SAO	Offline-03 days
13.	Induction Training for Newly Recruited Auditors/Clerks-3	10 Days	27.06.24 –02.07.24 03.07.24 – 05.07.24 08.07.24-10.07.24	Auditors/Clerks	IGoT - 04 days VC - 03 days Offline-03 days
14.	हिन्दी कार्यशाला (Hindi Karyshala)-2	02 Days	15.07.24 16.07.24	Aud to SAO	VC - 01 days Offline-01 days
15.	Qualifying course for promotion of Auditors to Senior Auditors	10 Days	22.07.24 –26.07.24 29.07.24-02.08.24	Auditors	IGoT - 05 days VC - 05 days
16.	Induction course for newly promoted Auditors and Clerks from MTS	05 Days	22.07.24-26.07.24	Aud/Clk	Offline-05 days
17.	Training For Trainers	05 Days	05.08.24 – 09.08.24	AAOs to SAOs	Offline-05 days
18.	Orientation course for newly promoted AAOs-2	10 Days	09.08.24-13.08.24 14.08.24-16.08.24 19.08.24-23.08.24	AAO	IGoT - 03 days VC - 02 days Offline-05 days
19.	Induction Training for Newly Recruited Auditors/Clerks-4	10 Days	22.08.24-27.08.24 28.08.24-30.08.24 02.09.24-04.09.24	Auditors	IGoT - 04 days VC - 03 days Offline-03 days
20.	Refresher Course for Senior Auditors	05 Days	26.08.24-30.08.24	SAs with minimum 10 years' service	Offline-05 days

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21.	Orientation course for newly promoted SAOs-2	05 days	09.09.24 - 13.09.24	SAOs	Offline-05 days
22.	Course on Govt. Accounting System	03 days	17.09.24-19.09.24	Upto SAO	I-Got – 03 days
23.	Course on GeM, GST & GFR	03 Days	23.09.24 - 25.09.24	Upto SAO	Offline-03 days
24.	Induction Training for MTS	02 Day	30.09.24 – 01.10.24	MTS	Offline - 02 days
25.	Orientation course for newly promoted AAOs-3	10 Days	07.10.24-09.10.24 10.10.24-11.10.24 14.10.24-18.10.24	AAO	IGoT - 03 days VC - 02 days Offline-05 days
26.	Personality Development & Leadership Skills	05 Days	21.10.24-25.10.24	SAOs	Offline-05 days
27.	हिन्दी कार्यशाला (Hindi Karyshala)-3	02 Days	11.11.24 12.11.24	Upto SAO	VC - 01 days Offline-01 days
28.	Refreshers Course for SAOs	05 Days	11.11.24 - 15.11.24	SAOs	Offline-05 days
29.	Orientation course for newly promoted SAOs-3	05 days	18.11.24 – 22.11.24	SAOs	Offline-05 days
30.	DFMC (Army)	03 Days	25.11.24-27.11.24	Army Officers	VC - 03 days
31.	Orientation course for newly promoted AAOs-4	10 Days	02.12.24-04.12.24 05.12.24-06.12.24 09.12.24-13.12.24	AAO	IGoT - 03 days VC - 02 days Offline-05 days

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32.	Course on Functioning of PAOs including Project DOLPHIN	03 Days	02.12.24-04.12.24	Upto SAO	Offline-03 days
33.	Course on SPARSH	02 Days	16.12.24 – 17.12.24	Upto SAO	Offline-02 days
34.	Orientation course for newly promoted SAOs-4	05 Days	06.01.25-10.01.25	SAOs	Offline-05 days
35.	Induction Training for Newly Recruited Auditors/Clerks-5	10 Days	02.01.25-07.01.25 08.01.25-10.01.25 13.01.25-15.01.25	Auditors	IGoT - 04 days VC - 03 days Offline-03 days
36.	Newly developed IT project such as P&C portal, standalone utility, e-Raksha Awas, Project Biswak, Saransh etc	01 days	17.01.25	Upto SAO	VC - 01days
37.	Orientation course for newly promoted AAOs-5	10 days	20.01.25-22.01.25 23.01.25-24.01.25 27.01.25-31.01.25	AAOs	IGoT - 03 days VC - 02 days Offline-05 days
38.	Course for Superannuating Officers & Staff	03 Days	20.01.25 - 22.01.25	Upto SAO	Offline-03 days
39.	Refresher Course for AAOs	05 Days	03.02.25-07.02.24	AAOs with minimum 5 years' service	Offline-05 days
40.	Orientation course for newly promoted SAOs-5	05 Days	10.02.25-14.02.25	SAOs	Offline-05 days
41.	हिन्दी कार्यशाला (Hindi Karyshala)-4	02 Days	17.02.25 18.02.25	Upto SAO	VC - 01 days Offline-01 days

Course Conducted through IGoT : 49 Days
 Course Conducted through Video Conferencing : 48 Days
 Course Conducted through Class Room Training : 120 Days
 Total Days : 217 Days