



INTERNATIONAL CENTRE FOR INFORMATION SYSTEMS & AUDIT
 Schedule for the Customized Training Programme on
 Financial Management for the officials of Rajya Sabha Secretariat
 (7th July to 18th July 2008)
 WEEK I

Date	Session 1 10: 00 am - 11:15 am	Session 2 11:30 am – 12: 45 pm	Session 3 2:00 pm – 3:15 pm	Session 4 3:30 pm – 4:45 pm
7.07.2008	Registration and Introduction (10 AM to 10.30 AM)	Financial Management in Government – An overview Key note address Mr. B. B. Pandit, D.G.	The Plan process in India – Plan Formulation and Financing, Consideration in Sectoral and Regional Resource Allocation Mr. K.L. Prasad, Addl Economic Advisor.	
8.7.2008	Overview of the Govt Accounting Structure including various heads of Accounts & Capital and Revenue Expenditure in Govt Account-Principles in Budgeting (10.30 to 12.45 PM) Ms. Prachi Pandey, Dy. Director		PAO Compact 20002000 – An exposure Mr. Vikas Mathur, INGAF	
9.07.2008	The Budgeting Process Ms. Menakshi Gupta		Income Tax on Salary Mr. P.K. Sachdeva, SAO	TDS – Provisions of IT ACT and duties and responsibilities of DDOs. Mr. P.K. Sachdeva, SAO
10.07.2008	Budgetary and Fiscal Control Systems – Important concepts Mr. K.L. Prasad Addl Economic Advisor.	Performance Budgeting and Outcome Budgeting	TA/DA Rules & LTC Rules Mr. O.P. Chaddha SAO	Pension Rules/New Pension Scheme/ Calculation of Pensionary Benefits Mr. P.K. Sachdeva, SAO
11.07.2008	15 years of Economic Reforms Mr. M.C. Singhi		Interest Bearing and non interest bearing advances Mr. P.C.P. Mahapatra, AO, NIB	Misce. Rules (Staff Car, Leave Rules, House allotment) Mr. P.C.P. Mahapatra, AO, NIB

TEA BREAK 11:15 am to 11.30 am, LUNCH BREAK 1.00 pm to 2.00 pm, COFEE BREAK 3.15 pm to 3.30 pm

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Date	Session 1 10: 00 am - 11:15 am	Session 2 11:30 am – 12: 45 pm	Session 3 2:00 pm – 3:15 pm	Session 4 3:30 pm – 4:45 pm
14.07.2008	The Accountability Process – Role of Audit Ms. Reena Saha Director		Delegation of Financial Power Rules Mr. P. A. Sawant, Director	Financial Administration Mr. P. A. Sawant, Director
15.07.2008	Auditing outcomes – A new approach towards ensuring improved delivery from Govt Schemes Ms. Jaya Bhagat Director		General Financial Rules Mr. P. A. Sawant, Director	Reservation policy, Promotion & writing of CRs. Mr. Sandeep Mukherjee, Asstt. Director, ISTM
16.07.2008	Cyber Law & IT Security and Cyber Crimes Mr. A. S. Krishnan		Medical Attendance rules/CGHS Mr. P.C.P. Mahapatra, AO, NIB	GPF & CGEGIS Mr. P.C.P. Mahapatra, AO, NIB
17.07.2008	Right to Information Act Mr. R. Srinivasan Director	Conduct Rules /Disciplinary proceedings Mr. R. Srinivasan Director	Purchase Procedure Mr. Rajesh Saxena, Dy. Director, ISTM	Noting and Drafting Mr. Rajesh Saxena, Dy. Director, ISTM
18.07.2008	Pay and Allowances Mr. R.K. Semwal, SAO	Pay fixation Mr. R.K. Semwal, SAO	Valediction	

TEA BREAK 11:15 am to 11.30 am, LUNCH BREAK 1.00 pm to 2.00 pm, COFEE BREAK 3.15 pm to 3.30 pm