

REGIONAL TRAINING CENTRE- PUNE
GENERAL COURSE CALENDAR 2014-15

SL.NO.	SUBJECT	LEVEL OF PARTICIPANTS	DAYS	PERIOD	VENUE
1	Induction course for Auditors	Newly Recruited Aitors	40	06-04-15 TO 29-05-15	RTC PUNE
2	Training for SAS I	SAS Pt I Candidates	5	06-04-15 TO 10-04-15	RTC PUNE
3	Course on Various Projects, JS and CSS	Participants who attended PHP, MySQL & HTML	5	27-04-15 TO 01-05-15	RTC PUNE
4	Course for Superannuating Officers	Vertical Mix	2	04-06-15 TO 05-06-15	RTC PUNE
5	Course on Establishment and Administration includng RTI, NPS, PAY section & Handling Grievances / Court Cases / Judgements	Vertical Mix	5	15-06-15 TO 19-06-15	RTC PUNE
6	Induction course for SOs(A) / AAOs	Newly promoted SOs(A) / AAOs	5	22-06-15 TO 26-06-15	RTC PUNE
7	Course for MTS	MTS	2	29-06-15 TO 30-06-15	RTC PUNE
8	Course on Accounts Section including Project Sugam, CMP, Disbursement and e-payment	Officers/Staff posted section concerned	3	15-07-15 TO 17-07-15	RTC PUNE
9	Course on Noting and Drafting	Auditors / Clerks	2	30-07-15 TO 31-07-15	RTC PUNE
10	Induction course for Newly Promoted AOs	Newly promoted AOs	5	03-08-15 TO 07-08-15	RTC PUNE

11	Course on Local Audit and Internal Audit	Auditors to SAOs of LAOs Offices / IA Sn	3	02-09-15 TO 04-09-15	RTC PUNE
12	Course on Official Language Hindi	Vertical Mix	2	21/09/15 TO 22/09/15	RTC PUNE
13	Course on Taxation - IT and TDS	Vertical Mix	2	28/09/15 TO 29/09/15	RTC PUNE
14	Course on e-procurement	Officers/staff posted section concerned	2	08-10-15 TO 09-10-15	RTC PUNE
15	Course on Disciplinary Proceedings and Vigilance	Vertical Mix	2	26-10-15 TO 27-10-15	RTC PUNE
16	Course on Indirect Taxes - Excise Duty, Service Tax, CST and VAT	Officers/staff posted section concerned	2	29-10-15 TO 30-10-15	RTC PUNE
17	Course on General Financial Management for Officers	AAOs and AOs	2	02-11-15 TO 03-11-15	RTC PUNE
18	Course on PHP, MYSQL and HTML	Vertical Mix	15	30-11-15 TO 18-12-15	RTC PUNE
19	Course for Superannuating Officers	Vertical Mix	2	28-12-15 TO 29-12-15	RTC PUNE
20	Course on 'Post Audit' of Bills & Vouchers in Controllers office including ECHS voucher	Vertical Mix	2	18-01-16 TO 19-01-16	RTC PUNE
21	Course on Noting and Drafting for AAOs/AOs	AAOs and AOs	2	21-01-16 TO 22-01-16	RTC PUNE
22	Course on Office Automation / Project Sugam	Vertical Mix	2	01-02-16 TO 02-02-16	RTC PUNE
23	Training for SAS Part II	SAS Part II candidates	5		RTC PUNE
<i>Total Training Days</i>			117		