

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS
CENTRE FOR TRAINING AND DEVELOPMENT (CENTRAD)
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No. TD/3150/Services/DFMC/2017

Date: 21.02.2017

To

Directorate General Financial Planning
IHQ of MoD (Army)
GS Branch, Room No. 432 A,
Sena Bhawan,
New Delhi – 110011.

Subject: DFMC Schedule for 2017-18.

Reference: Your Directorate letter No. 10004/Trg/DFMC-Comd/FP-4 dated 20.01.2017.

After revision of the schedule for Defence Financial Management Courses and availability of suitable faculty for the courses, the finalised list of courses for Service HQ/Command HQrs. of Indian Army to be organised in 2017-18 is as under:

Sl. No.	Venue	Command	Conducting Organisation	Remarks
1.	Kolkata	EC	RTC Kolkata	
2.	Udhampur	NC	HQ Northern Command	PCDA (NC) will coordinate the programme with HQ NC.
3.	Meerut	WC	RTC Meerut	
4.	Jaipur,	SWC	HQ SWC	PCDA (SWC) will coordinate the programme with HQ SWC.
5.	Bhopal	CC	HQ Central Command	PCDA (CC) Lucknow will coordinate
6.	Pune	SC	NADFM Pune	
7.	Lucknow	CC	RTC Lucknow	

2. In addition, one Service HQ level course for Indian Army is scheduled to be held at CENTRAD, Brar Square during 17 May 2017 to 19 May 2017. Suitable officers for the courses may please be nominated and informed by 20 April 2017. Some of the sessions are to be taken by the Service Officers. Please provide details of the faculty members for the relevant sessions. Each course at Service HQ level and Command HQ level will have 25 participants from the Services and 5 participants from IDAS officers.

3. Dates of the DFMC may be decided mutually by the respective RTCs/CsDA/PCsDA and the Command HQrs. The dates may be intimated to the CENTRAD by 22 April 2017.

4. A copy of the approved schedule for the three day course for Service HQ level and five days course for Command HQ level is annexed.

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(Sangeet)

Sr. Dy. CGDA (HRD)

Copy to:

1. PCDA (NC)/PCDA(SWC)/ PCDA : For information and necessary action.
(CC)
2. NADFM/ Regional Training : For information and necessary action.
Centres
3. ✓ Sr. ACGDA (IT) : For uploading on the website.

Sangeet

(Sangeet)

Sr. Dy. CGDA (HRD)

Defence Financial Management Course (Army) 2017-18
(Army HQ level for three Days)

Sl. No.	Topic	No. of Sessions	Faculty
1.	<p>Role & Responsibilities of MOD/Services and DAD in management of Defence Finance</p> <ul style="list-style-type: none"> • Overview of defence financial management – planning, budgeting, delegation of powers, procurement system and its accounting and audit • Role of Ministry/ Services/DAD at each of these stages 	01	DAD
2.	<p>Overview of Army Budget & Budgetary Process</p> <ul style="list-style-type: none"> • Structure of Army Budget • Heads of Expenditure • Allocation of budget to Command HQs and below • Monitoring of budget at various levels • Review/Re-appropriation of allocation 	01	Army HQrs
3.	<p>The concept of delegation and its importance in management of financial resources-including DFPDS 2016</p> <ul style="list-style-type: none"> • Constitutional provisions • Role of Min. of Finance • Evolution of delegation of powers by MoF to Ministries /Departments • Evolution of delegation within MoD • Macro issues in DFPDS 2016 	01	DAD
4.	<p>Defence Revenue Procurement Issues including preparation of RFI, RFP and contract documents</p>	01	DAD

	<ul style="list-style-type: none"> • Framework for revenue procurement by Ministry/ Services HQs/Command HQs and below • Perspective on DPM 2009 • Stages in procurement process –AoN, RFP, PNC, expenditure angle sanction • Basic checks to be exercised at each of these stages • Discussion on case studies 		
5.	<p>Overview of Defence acquisition Planning, Preparing and Processing of Modernization Proposals of (Army) with (Past case studies)</p> <ul style="list-style-type: none"> • Defence Acquisition Framework • Delegation of powers • Role of DAC/DPB/SCAPCHC/SCSPCC 	01	Army HQrs
6.	<p>Essence of Internal Audit & effective management in the context of oversight mechanism.</p> <ul style="list-style-type: none"> • Structure for internal audit its role and scope • How distinct from external oversight mechanism • Changing paradigm of internal audit 	01	DAD
7.	<p>Post contract Management with respect to Revenue & Capital Procurement</p> <ul style="list-style-type: none"> • Issues in post contract management • Safeguards to be ensured • Cases 	01	DAD
8.	<p>Handling Foreign payments - operating LCs & DBT</p> <ul style="list-style-type: none"> • Modes of payment against Foreign and high value domestic contracts • Modalities of LC and DBT • E-LC facility • Safeguards 		SBI/PCDA

9.	Management of Customs, Excise and Service Tax in Defence Contracts <ul style="list-style-type: none"> • Framework of Indirect Taxation • Incidence of these taxes in defence contracts • Excise and Customs duties in contracts 	01	Officer from NACEN/ICAI
10.	Management of Personnel Claims of Army Officers <ul style="list-style-type: none"> • Pay & Allowances • Pay Fixation and anomalies • TA/DA claims 	01	DAD
11.	Financial Management of Pay & Allowances of Service Personnel <ul style="list-style-type: none"> • PBORs • Defence Civilians • Industrial Employees 	01	DAD
12.	Towards Dynamic Interface: DAD and Services: <ul style="list-style-type: none"> • Role and responsibilities of CDA • Role and responsibilities of IFA • Initiatives taken by DAD 	01	DAD
	Total Sessions	12	

DEFENCE FINANCIAL MANAGEMENT COURSE (Army) 2017-18
(COMMD LEVEL) 5 days

Sl. No.	Proposed Topics	No. of Sessions	Faculty
1.	Budgetary framework in GoI and Ministry of Defence & Defence Budget <ul style="list-style-type: none">• Role of Ministry of Finance• Interface between MoF and MoD• Role of MoD & Services HQs• Basic accounting and budgetary structure• Overview of defence budget	01	DAD
2	Budget Management in the Army: Role of FP Dte and below <ul style="list-style-type: none">• Structure of Army Budget• Heads of Expenditure• Allocation of budget to Command HQ and below• Monitoring of budget at various levels• Review/Re-appropriation of allocation	01	FP Dte
3.	Concept of Delegation and its importance in management of financial services including DFPDS-2016 <ul style="list-style-type: none">• Constitutional provisions• Role of Ministry of Finance• Evolution of delegation of powers by MoF to Ministries /Departments• Evolution of delegation within MoD• Macro issues in DFPDS 2016	01	DAD

4.	Overview of Revenue procurement system/DPM Manual <ul style="list-style-type: none"> • Framework for revenue procurement by Ministry/Services HQs/Command HQ and below • Perspective on DPM 2009 • Stages in procurement process – AoN, RFP, PNC, expenditure angle sanction • Basic checks to be exercised at each of these stages • Discussion on case studies 	01	DAD
5.	Service specific Financial Powers/ procurement/Unit Misc. Grants Army Commander special powers. Security equipments/ MULTI/MOTIMS/IT <ul style="list-style-type: none"> • Purpose of various miscellaneous grants • Peculiarities/issues in procurement under these grants/powers. • Case studies 	01	FP Dte
6.	E-procurement (Army) <ul style="list-style-type: none"> • E-procurement framework under the Ministry of Finance instructions • Implementation issues in the process • Experience sharing 	01	Service Faculty
7.	Procurement through rate contracts. <ul style="list-style-type: none"> • Circumstances for rate procurement • Procurement through DGS&D • Central procurement RCs 	01	DAD
8.	Sanction, execution and management of civil works. Revenue/Capital/OP works (Army Sp)	01	MES

	<ul style="list-style-type: none"> • Overview of the Defence Works Procedure • Role of the Service HQs and formations below • Challenges in works management 		
9.	<p>Essence of Internal Audit & Effective management in the context of oversight mechanism</p> <ul style="list-style-type: none"> • Structure for internal audit its role and scope • How distinct from external oversight mechanism • Changing paradigm of internal audit • Case Studies 	01	DAD
10.	<p>Financial management in AOC contract/indents of OFB Financial management at various stages of provisioning/ procurement.</p> <ul style="list-style-type: none"> • Provisioning reviews • Powers of procurement at various levels • Case discussion • Contract monitoring 	01	MG AOC, Comd
11.	<p>Various stages of provisioning, procurement, transportation, receipts, issue & consumption of dry and wet rations through agencies of APO & ASC and Civil Hired Transport Fund management</p> <ul style="list-style-type: none"> • Introduction to orders/instructions • Role of APO and Command HQs and formations below • Issues in ASC procurement • Case discussion 	01	MG ASC, Comd
12.	<p>Management of Public and Regimental Funds (Army sp)</p> <ul style="list-style-type: none"> • Instructions for maintenance of these funds 	01	FP Dte

	<ul style="list-style-type: none"> • System of checks and responsibility of the officer in-charge • Learnings from instances of incorrect maintenance of accounts 		
13.	Audit of Stores & Accounts at Unit level (Army Sp) <ul style="list-style-type: none"> • Procedure for maintenance of store and cash accounts by the Units/formations • Common lapses and learnings 	01	Offr nominated ex-Comd
14.	Procurement by specialist organization – Training/Hospitals/EME Workshops. <ul style="list-style-type: none"> • Peculiarities of procurement by these organizations • Types of procurement • Overview of the procurement powers • Cases 	01	Offr nominated ex-Comd
15.	Dynamic Interface between IFA-Service-CDA <ul style="list-style-type: none"> • Role of the IFA/Service/CDA • Existing structures for interface • Way ahead 	01	DAD
16.	Leveraging IT for transparent effective Defence Finance management. <ul style="list-style-type: none"> • E- ticketing • E-Audit/Concurrence • E-payment 	01	DAD
17.	Management of Customs, Excise and Service Tax in Defence Contracts <ul style="list-style-type: none"> • Framework of Indirect Taxation • Incidence of these taxes in defence contracts • Excise and Customs duties in contracts 	01	Officer from NACEN/ICAI/Guest Faculty

18.	Management of Personnel Claims of Army Officers <ul style="list-style-type: none"> • Pay & Allowances • Pay Fixation and anomalies • TA/DA claims 	01	DAD
19.	Financial Management of Pay & Allowances of Service Personnel <ul style="list-style-type: none"> • PBORs • Defence Civilians • Industrial Employees 	01	DAD
20.	Open house/ Valediction	01	
	Total	20	