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Centre for Training & Development (CENTRAD)
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No: TD/3331/ Circular/2014-15

Dated: 5th August 2014

Important Circular No: 21

To

- 1 All RTCs/NADFM Pune
- 2 PCsDA /CsDA Regional Controllers Concerned
- 3 Dte General (FP) Army, New Delhi

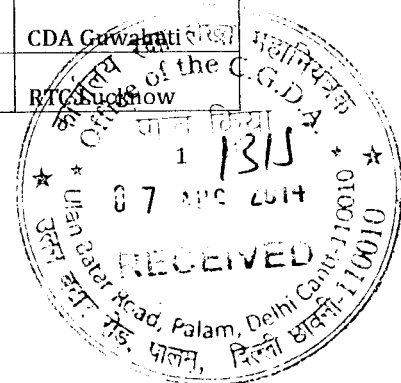
Subject: - Defence Financial Management Course (DFMC) in respect of Army for the Year
2014 - 15

The Defence Financial Management Courses for the three Services (Army / Air Force/ Navy) are presently being conducted by the Training Institutes and Regional Controllers of our Department.

2 The Proposal for conducting the DFMCs (Army) at different locations for the Current Financial Year 2014 - 15 has been received from the Directorate of Army HQrs which has been agreed to.

The details are appended below:


Sl.No	Location	Period		Comd	PCDA/RTC
		From	To		
1.	Ambala	19 Aug 2014	23 Aug 2014	WC	PCDA (WC) Chandigarh
2.	Jodhpur	1 st Sep 2014	05 th Sep 2014	SC	NADFM Pune
3.	Lucknow	08 Sep 2014	12 Sep 2014	CC	RTC Lucknow
4.	Delhi	17 Sep 2014	19 Sep 2014	-	CENTRAD
5.	Bhatinda	13 Oct 2014	17 Oct 2014	SWC	PCDA (SWC) Jaipur
6.	Secunderabad	27 Oct 2014	31 Oct 2014	SC	RTC Bangalore
7.	Kolkata	10 Nov 2014	14 Nov 2014	EC	RTC Kolkata
8.	Udhampur	24 Nov 2014	28 Nov 2014	NC	PCDA (NC) Jammu
9.	Meerut	01 Dec 2014	05 Dec 2014	WC	PCDA (WC) Chandigarh
10.	Dimapur	15 Dec 2014	19 Dec 2014	EC	CDA Guwahati
11.	Barailly	05 Jan 2014	09 Jan 2014	CC	RTC Lucknow



3. The DFMC for Army at Command Level May be Conducted for five days as per above details. The necessary guidelines for conducting the DFMCs have already been sent to all Organizing agencies vide our Circular No 10 dated 11 April 2013.

4. This year the DFMC module has been revised and the module of 5 days is enclosed as APPX A. The approved faculty for the sessions pertaining to DAD has also been indicated against each topic and is enclosed as Annexure 'B' for taking necessary action.

5. All the concerned Principal Controllers/Controllers will be personally responsible to successfully organize and conduct the DFMCs.


(A.N. Das)
Jt. CGDA (Trg)

File No: - TD/3150/DFMC/2014-15 Dated: 5th Aug, 2014

Copy to:

1. Concerned officer (Faculty)
Shri/Smt.

With reference to above for information. Further it is requested to take the sessions as & when approached by the controlling officers entrusted for organizing DFMC for Army.

✓ 2. EDP Centre (Local)

With a request to upload the circular on the CGDA Web site.

DEFENCE FINANCIAL MANAGEMENT COURSE (Army): revised syllabus(FOR THE OFFICERS POSTED AT COMD LEVEL)

Revised Syllabus			
Sl No.	Topic	No of Sessions	Faculty from
1.	Structure & Functions of MoD (Fin) & DAD	01	DAD
2.	Role of Internal Audit (covering pre, post & performance audit)	01	DAD
3.	Overview of Army Budget, Budgetary process & Role of financial Planning Directorate	02	FP Dte
4.	Introduction to DFPR and structure of DFPR wrt delegation of Fin powers	01	DAD
5.	Procurement & management of IT (S/W & H/W) equipments including contract conclusion and administration	01	DAD
6.	Procurement procedure through DGS&D	01	DAD
7.	Org & Role of PCDA/CDA/LAO and their interaction/relevance to the units & formations	01	DAD
8.	Audit of stores & accounts at unit/fmn level	01	Offr nominated ex Comd
9.	Case studies for handling audit observations at unit/formation level	01	DAD
10.	System of classification of Defence expdr covering all relevant budget heads	01	DAD

11.	Management of finance & various stages in sanction and execution of civil works proposals (both revenue & capital) through MES	02	MES (CE/CWE ex Comd)
12.	Handling of Public & Regimental Funds at unit & formation level including Double Entry System (Two sessions by Col FP/Offr from Comd)	01	Col FP/Offr nominated ex Comd
13.	Financial Management in AOC contract/indents of OFB.	01	MG AOC, Comd
14.	Financial management at various stages of provisioning procurement, transportation, receipts, issue & consumption of dry and wet rations through agencies of APO & ASC	01	MG ASC, Comd
15.	Perspective on DPM 2009 along with function & composition of TPC/PNC	01	DAD
16.	Safeguarding financial interest of services through inclusion of appropriate provisions like DP, LD, warranty, bank guarantee, inspection, payment etc. in Defence Contracts	01	Offr nominated ex Comd
17.	Civil Hired Transport fund management	01	Offr nominated ex Comd
18.	Valediction	01	
	Total	20	

Annexure-B

Faculty for DFMC (Army) pertaining to DAD Sessions, Year 2014-15

Sl No.	Topic	Existing approved Faculty	Additional faculty
1.	Structure and functions of MoD (Fin) and Defence Accounts Department	1. Shri Rakesh Kumar, CDA Patna 2. Shri Upendra Sah, PCDA (R&D)	1. Dr. Smt. Shivalli Malhotra Chouhan Addl. CDA (WC)
2.	Role of Internal Audit (covering pre, post and performance audit)	1. Shri Rakesh Kumar, CDA Patna 2. Shri Upendra Sah, PCDA (R&D)	1. Dr. Smt. Shivalli Malhotra Chouhan Addl. CDA (WC)
3.	System of classification of Defence expenditure (all relevant budget heads)	1. Smt. Richa Misra, Addl. CDA, PCDA SC Pune 2. Shri Mukesh Kumar Sinha, IFA (MC)	Shri B K Singh JCDA, Subarto Park, New Delhi
4.	Introduction to DFPR and structure of DFPR wrt delegation of fin powers	1. Shri. Dhananjay Kumar IFA (MAP) 2. Smt. Nishtha Upadhaya Addl. IFA (N)	Shri. R.K Singh IFA (Coast Guard)
5.	Procurement procedure through DGS & D	1. Shri. Bir Singh Negi IFA (A-Q) 2. Shri. Sandeep Sarkar IFA (P-75)	Shri. R.K Singh IFA (Coast Guard)
6.	Procurement and management of IT (software & hardware components,	1. Shri R K Singh IFA (Coast Guard), New Delhi	

	including contract conclusion and administration)	2. Shri Vijay Kumar IFA (CC) Lucknow	
7.	Perspective on DPM 2009 along with function and composition of TPC/PNC	1. Shri J N Das, PIFA (Army-O) 2. Shri Arvind Khare, Addl. IFA (Army-O)	1. Shri Vijay Kumar IFA (CC) Lucknow 2. Shri Suchindra Misra IFA(SC), Pune
8	Org & Role of PCDA/ CDA/ LAO and their interaction/ relevance to the units & formations	May be decided by the Organizing agency	
9	Case studies for handling audit observations at unit/ formation level	May be decided by the Organizing agency	