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 Auitors*	*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	Courage 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*
Total Training Days			*117*		