

**Institute of Government Accounts & Finance**  
**Ministry of Finance**  
**Controller General of Accounts**  
**Block No.IV, JNU Campus Old,**  
**New Delhi - 110 067**  
**Tel Nos.2610 2257, 2610 5713 Fax.No.2610 5378**

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Date : 30.09.2015

To  
All Pr.CCAs/CCAs/CAs

Sub : List of Training Programmes - Reg.

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Sir/Madam

Institute of Government Accounts and Finance, INGAF is organizing the following training programmes on various topics for officials of Civil Accounts Organisation from November, 2015 to February, 2016. The details are as follows:

S.No.	Name of the Course	Duration of Days	Date	Fee per participant
01	TA & LTC Rules	1	02.11.2015	Rs.1,000/-
02	Right to Information Act	1	16.11.2015	Rs.1,000/-
03	GPF, CGHS and CGEGIS	1	30.11.2015	Rs.1,000/-
04	Income Tax TDS & e-filing	2	09.12.2015 & 10.12.2015	Rs.2,000/-
05	Pension/New Pension Scheme	1	18.12.2015	Rs.1,000/-
06	Communication Skills & Stress Management	1	29.12.2015	Rs.1,000/-
07	Pay fixation, ACP & MACP	1	06.01.2016	Rs.1,000/-
08	Conduct Rules	2	19.01.2016 to 20.01.2016	Rs.2,000/-
09	Public Procurement Tendering, Purchase Process and Procedures - e-initiatives	2	03.02.2016 to 04.02.2016	Rs.2,000/-
10	Vigilance Matters	1	10.02.2016	Rs.1,000/-
11	Income Tax TDS & e-filing	2 Days	16.02.2016 to 17.02.2016	Rs.2,000/-

You are kindly requested to send nominations for these training programmes. Fees may be remitted to INGAF through any of the following two modes;

1. Cheque in favor of Accounts Officer, INGAF
2. NEFT details : A/c no – 119010200007115

IFSC Code – UTIB0000119

MICR Code – 110211015

Please also inform INGAF on payment details, once cheque/NEFT has been completed at your end. For NEFT, please share the transaction reference number and if possible, write the PAO name in the sender column. This will enable us to track and map the payment to the right sender.

INGAF aims to provide quality training programs to all the Accounts cadre throughout the year, in subjects of relevance to the participants. Your support in terms of timely payment of fees in advance with nominations will enable INGAF to fulfil its responsibilities in this regard.

This issues with the approval of Director, INGAF.

Yours faithfully



(Dr.N.Shravan Kumar)  
Deputy Director

AAO (IT) – request to kindly upload on INGAF & CCA website.