

CALENDAR OF TRAINING PROGRAMMES 2020 - 2021 GENERAL COURSES

COURSE NO	OFFICE COURSE NAME	DURATION (in days)	Proposed as per COTP 2020-21		Actually held on		SLOTS	Participants
			FROM	TO	FROM	TO		
1	Indian Accounting Standards (IndAS) for Group officers, SAOs and AAOs	5	20.04.2020	24.04.2020	26.05.2020	29.05.2020	1	Shri T. Ganesh Raja, AAO
2	Training for Trainers for SAOs and AAOs	5	27.04.2020	01.05.2020	Postponed		1	
3	Workshop on 'Right to Information Act' and other legal aspects	2	04.05.2020	05.05.2020	13.05.2020	15.05.2020	1	Shri Madhan Mohan Yenumulla, Sr.Ar
6	Awareness of ISSAI for SAOs and AAOs	3	27.05.2020	29.05.2020	03.06.2020	05.06.2020	1	Smt. Usha Narayanan, SAO
7	Management Development Programme for SAOs and AAOs	6	01.06.2020	06.06.2020	Postponed		1	
8	Goods and Services Tax for SAOs and AAOs	5	08.06.2020	12.06.2020	08.06.2020	12.06.2020	1	Shri J. Logesh Kumar, AAO
9	Performance Auditing for SAOs and AAOs	5	15.06.2020	19.06.2020	15.06.2020	19.06.2020	1	Shri E. Manivannan, AAO
10	Audit of High Value Contracts including Dispute Resolution for SAOs and AAOs	4	22.06.2020	25.06.2020	Postponed		1	
12	Training on 'Internal Controls /Internal Audit' for SAOs and AAOs	5	06.07.2020	10.07.2020	Postponed		1	
15	Audit of Public Works & Projects for SAOs and AAOs	5	17.08.2020	21.08.2020			1	
16	Audit Evidence & Audit Reporting for SAOs and AAOs	3	07.09.2020	09.09.2020			1	
	All India Workshop on Goods and Services Tax	Yet to be allotted	21-09-2020	25-09-2020				

19	Reporting on Corporate Governance, Corporate Social Responsibility and Sustainable Development for SAOs and AAOs	3	05.10.2020	07.10.2020			1	
20	Management Development Programme for SAOs and AAOs	6	12.10.2020	17.10.2020			2	
21	Frauds and Forensic Audit for SAOs and AAOs	3	26.10.2020	28.10.2020			1	
22	Performance Auditing for SAOs and AAOs	5	02.11.2020	06.11.2020			1	
23	Inventory Management for SAOs and AAOs	3	09.11.2020	11.11.2020			2	
24	Audit of Public Private Partnership Infrastructure	5	16.11.2020	20.11.2020			1	
25	Goods and Services Tax for SAOs and AAOs	5	23.11.2020	27.11.2020			2	
28	Indian Accounting Standards (IndAS) for Group officers, SAOs and AAOs	5	14.12.2020	18.12.2020			1	
32	Management Development Programme for SAOs and AAOs	6	15.02.2021	20.02.2021			1	
33	Training on 'Internal Controls /Internal Audit for SAOs and AAOs	5	22.02.2021	26.02.2021			1	
34	Awareness of Environmental Issues	3	03.03.2021	05.03.2021			1	
35	Goods and Services Tax for SAOs and AAOs	5	08.03.2021	12.03.2021			1	
36	Workshop on 'Right to Information Act' and other legal aspects	2	15.03.2021	16.03.2021			1	

CALENDAR OF TRAINING PROGRAMMES 2020 - 2021 Information System Course

COURSE NO	OFFICE COURSE NAME	DURATION (in days)	Proposed as per COTP 2020-21		Actually held on		SLOTS	Participants
			FROM	TO	FROM	TO		
1	Data Analytics	5	20.04.2020	24.04.2020	Postponed		1	
2	Information Systems Security Management	3	27.04.2020	29.04.2020	22.06.2020	24.06.2020	1	C. Raja, AAO
3	IDEA & IS Audit (Basic)	5	11.05.2020	15.05.2020	Postponed		1	
4	Audit in IT Environment	6	18.05.2020	23.05.2020	Postponed		4	
5	MS Excel - Basic	5	01.06.2020	05.06.2020	29.06.2020	03.07.2020	1	Shri K. Mahesh, Sr.Ar
6	Oracle SQL Queries	5	15.06.2020	19.06.2020	Postponed		2	
7	MS Access - Basic	5	22.06.2020	26.06.2020	20-07-2020	24-07-2020	1	Shri K. Soundararajan, Ar
8	Data Extraction and Analysis using PostgreSQL	5	06.07.2020	10.07.20	Postponed		2	
9	Data Analytics using 'R'	5	20.07.2020	24.07.2020	27-07-2020	31-07-2020	2	Shri R. Venugopal, AAO Shri J. Logesh Kumar, AAO
10	MS Excel - Basic	5	27.07.2020	31.07.2020	Postponed		1	
11	MS Access - Basic	5	03.08.2020	07.08.2020	Postponed		1	
12	All India Workshop on Data Analytics *Slots to be allotted by Headquarters office	3	17.08.2020	19.08.2020			*	
13	MS Excel - Basic	5	07.09.2020	11.09.2020			1	
14	Information Security Management	3	14.09.2020	16.09.2020			1	
15	Data Analytics	5	21.09.2020	25.09.2020			1	
16	MS Access – Advanced	5	05.10.2020	09.10.2020			2	
17	MS Excel – Advanced	5	19.10.2020	23.10.2020			3	
18	IDEA & IS Audit (Basic)	5	02.11.2020	06.11.2020			1	
19	Audit in IT Environment	6	16.11.2020	20.11.2020			4	
20	MS Excel - Advanced	5	07.12.2020	11.12.2020			2	
21	Oracle SQL Queries	5	14.12.2020	18.12.2020			2	
22	Data Extraction and Analysis using	5	04.01.2021	08.01.2021			2	
23	Data Analytics using 'R'	5	18.01.2021	22.01.2021			2	
24	Data Analytics	5	01.02.2021	05.02.2021			1	
25	MS Excel - Advanced	5	15.02.2021	19.02.2021			2	

26	All India Workshop on Data Analytics *Slots to be allotted by Headquarters office	3	03.03.2021	05.03.2021			*	
27	MS Access – Advanced	5	15.03.2021	19.03.2021			2	
	Other Training							
	Preparing and uploading Office Income Tax Returns (Online)	2	04-06-2020	05-06-2020			2	Smt. Geetha Ramu, AAO, Shri N. Sudharshan Prasad, Sr.Ar

