

*Calendar Of
Training Programme
For
IT Courses
2019-20*

Courses at a glance (IT Courses) 2019-20

Sl. No.	Group	Course Title	Minimum Proficiency	No. of courses	Course duration (working days)	Total slots allocated
01.		Data entry in VLC	Nil	2	3/6	30
02.		GSTN	Nil	1	3/3	20
03.		E-Governance, PFMS & BEMS	Nil	2	3/6	44
04.		MS Office	Nil	1	5/5	13
05.		MS Excel as CAAT	Knowledge in Windows, MS Office	3	5/15	47
06.		MS Access	Knowledge in Windows, MS Office	3	5/15	44
07.		Oracle PL SQL (11G Environment)	Working knowledge of Windows, MS Office and Basic of Database	2	5/10	37
08.		Oracle Developer Forms & Reports (11G Environment)	Working knowledge of Oracle PL SQL	1	5/5	26
09.		Oracle 11G PL/SQL with Developer under VLC environment	Working knowledge of Oracle PL SQL	1	5/5	21
10.		Oracle DBA (11G Environment)	Working knowledge of Oracle PL SQL	1	5/5	26

Sl. No.	Group	Course Title	Minimum Proficiency	No. of courses	Course duration (working days)	Total slots allocated
11.	IT Audit	IDEA	Proficiency in Windows, MS Office	3	5/15	42
12.		IT Audit (Theory)	Currently working or likely to work in IT Audit Team	2	3/6	28
13.		IT Audit (Practical)	For participants who attended in IT Audit (Theory) in the COTP year 2017-18	2	5/10	28
14.		Auditing in IT Environment	For AAOs to Sr. AOs	1	6/6	18
15.		Data Analytics	Proficiency in Windows, MS Office	2	5/10	38
16.		Refreshers course with concept of IFMS and its impact on accounting	Nil	1	3/3	16
17.		Special Course for DEO	Nil	2	5/10	34
TOTAL				30	135	512

#Subject to approval of Headquarters Office.

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
April 2019							
					PAG (A&E)	02	
					PAG (G&SSA)	02	
					PAG (E&RSA)	03	
					DGA (Central)	06	
					PDA (OF)	01	
					PDA (SER)	01	
					DGCA MAB-I	01	
					PDCA MAB-IV	01	
					PDA (RPU & MR)	01	
					P&T Audit Office	01	
May 2019							
					PAG (A&E)	01	
					PAG (G&SSA)	03	
					PAG (E&RSA)	05	
					DGA (Central)	03	
					PDA (SER)	02	
					DGCA MAB-I	01	
					PDA (SD)	01	
					P&T Audit Office	01	
					PAG (E&RSA)	14	
					P&T Audit Office	03	
June 2019							
					PAG (A&E)	01	
					PAG (G&SSA)	03	
					DGA (Central)	08	
					PDA (SER)	01	
					DGCA MAB-I	02	
					P&T Audit Office	01	
					PAG (A&E)	05	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (Central)	09	
					DGA (ER)	01	
					PDA (SD)	01	
					P&T Audit Office	01	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
July 2019							
					PAG (A&E)	01	
					DGCA MAB-I	01	
					PAG (G&SSA)	04	
					PAG (E&RSA)	03	
					DGA (Central)	07	
					PDA (OF)	01	
					DGA (ER)	01	
					PDA (SER)	01	
					DGCA MAB-II	01	
					DGA (SD)	01	
					P&T Audit Office	01	
					PAG (A&E)	05	
					PAG (G&SSA)	03	
					DGA (ER)	01	
					PAG (E&RSA)	01	
					PDA (SER)	01	
					PDA (RPU&MR)	01	
					DGCA MAB-I	01	
					PDA (OF)	01	
					PDCA MAB-IV	01	
					DGA (SD)	01	
					P&T Audit Office	02	
					DGA (Central)	05	
					PAG (E&RSA)	15	
August 2019							
					PAG (A&E)	02	
					PAG (G&SSA)	03	
					DGA (Central)	03	
					PDA (SER)	01	
					PAG (E&RSA)	02	
					PDA(RPU&MR)	01	
					DGCA MAB-I	01	
					DGA (SD)	03	
					P&T Audit Office	01	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
August 2019							
					DGCA MAB-II	05	
					DGA (SD)	03	
					P&T Audit Office	05	
					PAG (A&E)	01	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (Central)	03	
					DGA (ER)	01	
					PDA (SER)	01	
					DGCA MAB-I	01	
					PDCA MAB-IV	01	
					DGA (SD)	01	
					P&T Audit Office	01	
					PAG (A&E)	01	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (Central)	03	
					DGA (ER)	01	
					PDA (SER)	01	
					DGCA MAB-I	01	
					PDCA MAB-IV	01	
					DGA (SD)	01	
					P&T Audit Office	01	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
September 2019							
					PAG (A&E)	04	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (Central)	05	
					DGCA MAB-I	01	
					DGA (SD)	01	
					P&T Audit Office	01	
					PAG (E&RSA)	13	
					P&T Audit Office	04	
					PAG (A&E)	01	
					PAG (G&SSA)	02	
					PAG (E&RSA)	06	
					DGA (Central)	02	
					DGA (ER)	01	
					DGCA MAB-II	01	
					DGA (SD)	01	
					PDA(RPU&MR)	01	
					PDCA MAB-IV	01	
					P&T Audit Office	01	
October 2019							
					PAG (A&E)	03	
					PAG (G&SSA)	03	
					DGA (Central)	07	
					DGCA MAB-I	02	
					PDCA MAB-II	01	
					PAG (E&RSA)	01	
					PDA (OF)	01	
					DGA (SD)	01	
					PDA(RPU&MR)	01	
					PDCA MAB-IV	03	
					P&T Audit Office	01	
					PAG (A&E)	20	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
	Oracle PL SQL (11G Environment) with Developer under VLC Environment.				PAG (E&RSA)	01	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
November 2019							
					PAG (A&E)	01	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (Central)	02	
					PDA (OF)	01	
					DGCA MAB-I	01	
					DGCA MAB-II	01	
					PDA (SER)	01	
					DGA (SD)	01	
					P&T Audit Office	01	
					PAG (A&E)	05	
					PAG (G&SSA)	02	
					DGA (Central)	12	
					DGA (ER)	01	
					PDA (SER)	02	
					DGCA MAB-I	01	
					DGA (SD)	01	
					P&T Audit Office	02	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
December 2019							
					PAG (A&E)	06	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (Central)	10	
					DGA (ER)	01	
					PDA (SER)	02	
					DGA (SD)	01	
					P&T Audit Office	02	
					PAG (A&E)	01	
					PAG (G&SSA)	04	
					PAG (E&RSA)	03	
					DGA (Central)	01	
					PDA (OF)	01	
					PDA (SER)	01	
					PDA (RPU & MR)	01	
					DGCA MAB-I	01	
					DGCA MAB-II	01	
					DGA (SD)	01	
					P&T Audit Office	01	
					PAG (A&E)	04	
					PAG (G&SSA)	03	
					DGA (Central)	07	
					DGCA MAB-I	01	
					DGCA MAB-II	01	
					PAG (E&RSA)	01	
					PDA (OF)	01	
					DGA (SD)	01	
					P&T Audit Office	01	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
January 2020							
					PAG (A&E)	01	
					PAG (G&SSA)	03	
					PAG (E&RSA)	04	
					DGA (Central)	04	
					DGCA MAB-I	01	
					PAG (A&E)	01	
					PAG (G&SSA)	02	
					PAG (E&RSA)	03	
					DGA (Central)	02	
					PDA (OF)	01	
					DGA (SD)	01	
25.	Data Entry in VLC	03	20.01.20	22.01.20	PAG (A&E)	15	15
February 2020							
					PAG (A&E)	01	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (Central)	03	
					PDA (SER)	01	
					PDA (RPU & MR)	01	
					DGCA MAB-I	01	
					DGCA MAB-II	01	
					DGA (SD)	01	
					P&T Audit Office	01	
					PAG (A&E)	01	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (Central)	03	
					PDA (SER)	01	
					PDA (RPU & MR)	01	
					DGCA MAB-I	01	
					DGCA MAB-II	01	
					DGA (SD)	01	
					P&T Audit Office	01	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
28.	Data Entry in VLC	03	18.02.20	20.02.20	PAG (A&E)	15	15

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
March 2020							
					PAG (G&SSA)	03	
					DGCA MAB-I	01	
					DGA (Central)	04	
					PAG (E&RSA)	02	
					DGA (SD)	01	
					PAG (A&E)	12	
					PAG (E&RSA)	04	