Calendar

of

Training Programmes

2020-21

Regional Training Institute Kolkata

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Calendar Of
Training Programmes
For
IT Courses
2020-21

Information Technology Courses at a glance 2020-21

Sl. No.	Group	Course Title	Minimum Proficiency	No. of courses	Course duration (working days)	Total slots allocated
01.	Basic	MS Office/ Special Course for DEO	Nil	2	5/10	40
02.		E-Governance, PFMS & BEMS	Nil	2	3/6	28
03.	Database	MS Excel as CAAT	Knowledge in Windows, MS Office	2	5/10	35
04.		MS Access	Knowledge in Windows, MS Office	1	5/5	23
05.	Audit using IT	Oracle PL SQL (11G Environment)	Working knowledge of Windows, MS Office and Basic of Database	1	5/5	18
06.		Oracle 11G with Developer/ Oracle Forms & Reports. Oracle PL SQL (11G)	Working knowledge of Oracle PL SQL	1	5/5	20
07.		Oracle DBA (11G Environment)	Working knowledge of Oracle PL SQL	1	5/5	14
08.		Oracle Developer Forms & Reports (11G Environment)	Working knowledge of Oracle PL SQL	1	5/5	11
09.		Audit of Goods & Service Tax Network	Nil	1	5/5	14

Sl. No.	Group	Course Title	Minimum Proficiency	No. of courses	Course duration (working days)	Total slots allocated
10.	IT Audit	IDEA 10.4 version	Proficiency in Windows, MS Office	3	5/15	34
11.		IT Audit (Theory)	Currently working or likely to work in IT Audit Team	2	3/6	22
12.		IT Audit (Practical)	For participants who attended in IT Audit (Theory) in the COTP year 2020-21	2	5/10	22
13.		Auditing in IT Environment	For AAOs to Sr. AOs	2	6/12	24
14.		Data Analytics	Proficiency in Windows, MS Office	2	5/10	30
15.	Other	Bhavishya	Nil	1	2/2	19
16.		Table structure and data Flow in VLC	Nil	1	2/2	19
TOTAL				**25**	**113**	**373**

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	To	Office	Slots	Total
April 2020							
01.	IDEA Version 10.4	05	20.04.2020	24.04.2020	DGA (OF)	01	12
					DGCA MAB-II	01	
					DGCA MAB-I	01	
					DGA (Central)	03	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (SD)	01	
					P & T Audit Office	01	
May 2020							
02.	Oracle PL SQL (11G Environment)	05	11.05.2020	15.05.2020	DGA (Central)	06	18
					PAG (G&SSA)	03	
					PAG (E&RSA)	05	
					DGA (SD)	02	
					P & T Audit Office	02	
03	M S Office/ Special course for DEO	05	18.05.2020	22.05.2020	DGA (SD)	06	20
					DGA (Central)	02	
					PAG (E&RSA)	12	
June 2020							
04.	MS Excel as CAAT	05	08.06.2020	12.06.2020	DGCA MAB-II	01	18
					DGCA MAB-I	01	
					PAG (G&SSA)	06	
					P & T Audit Office	01	
					DGA (Central)	04	
					PAG (E&RSA)	04	
					DGA (SD)	01	
05	Data Analytics	05	15.06.2020	19.06.2020	DGCA MAB-II	01	15
					DGCA MAB-I	02	
					DGA (Central)	04	
					DGA (ER)	01	
					DGA (OF)	01	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					DGA (SD)	01	
					P & T Audit Office	01	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	**To**	**Office**	**Slots**	**Total**
July 2020							
06	Oracle 11G with Developer/ Oracle Forms & Reports. Oracle PL-SQL (11G)	05	06.07.2020	10.07.2020	PAG (A&E)	20	20
07	Auditing in IT Environment	06	20.07.2020	25.07.2020	DGCA MAB-II	01	12
					DGCA MAB-I	01	
					DGA (Central)	06	
					PAG (G&SSA)	03	
					P & T Audit Office	01	

Sl. No.	Program Title	Duration (Working days)	Period		Slots Allocation		
			From	**To**	**Office**	**Slots**	**Total**
August 2020							
08.	IT Audit (Theory)	03	19.08.2020	21.08.2020	DGA (ER)	01	11
					DGCA MAB-I	01	
					DGA (Central)	03	
					PAG (G&SSA)	03	
					PAG (E&RSA)	01	
					DGA (SD)	01	
					P & T Audit Office	01	
09.	IT Audit (Practical)	05	24.08.2020	28.08.2020	DGA (ER)	01	11
					DGCA MAB-I	01	
					DGA (Central)	03	
					PAG (G&SSA)	03	
					PAG (E&RSA)	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 2020							
10	MS Excel as CAAT	05	07.09.2020	11.09.2020	DGCA MAB-II	01	17
					DGCA MAB-I	01	
					PAG (G&SSA)	05	
					DGA (ER)	01	
					DGA (Central)	04	
					PAG (E&RSA)	04	
					P&T Audit Office	01	
11	M S Office/ Special course for DEO	05	14.09.2020	18.09.2020	DGA (SD)	06	20
					PAG (E&RSA)	14	
12	Oracle DBA (11G Environment)	05	21.09.2020	25.09.2020	PAG (A&E)	05	14
					DGA (SER)	01	
					DGA (Central)	03	
					PAG (G&SSA)	02	
					DGA (SD)	02	
					P & T Audit Office	01	

October 2020						
Sl. No.	**Program Title**	**Duration (Working Days)**	**Period**		**Slot Allocation**		
			From	**To**	**Office**	**Slots**	**Total**
13	IDEA Version 10.4	05	05.10.2020	09.10.2020	PAG (E&RSA)	03	11
					DGCA MAB-II	01	
					DGA (Central)	03	
					DGCA MAB-I	01	
					PAG (G&SSA)	02	
					PDCA MAB-IV	01	
November 2020							
14	Oracle Developer Form & Reports (11G Environment)	05	02.11.2020	06.11.2020	DGA (SER)	01	11
					DGA (Central)	04	
					PAG (G&SSA)	02	
					PAG (E&RSA)	01	
					DGA (SD)	01	
					P & T Audit Office	02	
15	Bhavishya	02	09.11.2020	10.11.2020	PAG (A&E)	10	19
					DGA (SD)	02	
					DGCA MAB-I	01	
					DGA (Central)	02	
					DGA (OF)	01	
					PAG (E&RSA)	03	
16	E-Governance, PFMS & BEMS	03	09.11.2020	11.11.2020	DGCA MAB-II	01	14
					DGCA MAB-I	01	
					DGA (OF)	01	
					DGA (Central)	05	
					PAG (G&SSA)	03	
					PDA (RPU& MR)	01	
					PDCA MAB-IV	01	
					P & T Audit Office	01	

	December 2020						
17	E-Governance, PFMS & BEMS	03	02.12.2020	04.12.2020	DGA (OF)	01	14
					PAG (G&SSA)	03	
					DGA (SD)	02	
					DGA (Central)	06	
					PDCA MAB-IV	01	
					P & T Audit Office	01	
18	Data Analytics	05	07.12.2020	11.12.2020	DGCA MAB-II	01	15
					DGCA MAB-I	02	
					DGA (Central)	05	
					DGA (SER)	01	
					DGA (OF)	01	
					PAG (G&SSA)	02	
					PAG (E&RSA)	02	
					P & T Audit Office	01	
19	Table Structure and data Flow in VLC	02	15.12.2020	16.12.2020	PAG (A&E)	10	19
					PAG (G&SSA)	05	
					PAG (E&RSA)	04	
	January 2021						
20	MS Access	05	04.01.2021	08.01.2021	DGCA MAB-I	01	23
					DGA (Central)	07	
					PAG (G&SSA)	11	
					PDCA MAB-IV	01	
					P & T Audit Office	02	
					PAG (E&RSA)	01	
21	Auditing in IT Environment	06	11.01.2021	16.01.2021	DGA (ER)	01	12
					DGA (OF)	01	
					DGCA MAB-II	01	
					DGCA MAB-I	01	
					DGA (Central)	03	
					PAG (G&SSA)	03	
					PDCA MAB-IV	01	
					P & T Audit Office	01	

Sl. No	Program Title	Duration (Working Days)	Period		Slot Allocation		
			From	To	Office	Slots	Total
February 2021							
22	IDEA Version 10.4	05	01.02.2021	05.02.2021	DGCA MAB-I	01	11
					DGA(Central)	04	
					PAG (E&RSA)	02	
					DGA (OF)	01	
					PAG (G&SSA)	02	
					P & T Audit Office	01	
23	Audit of Goods & Services Tax Network	05	08.02.2021	12.02.2021	PAG (E&RSA)	10	14
					DGA(Central)	02	
					PAG (G&SSA)	02	
March 2021							
24	IT Audit (Theory)	03	01.03.2021	03.03.2021	DGA (Central)	02	11
					PAG (G&SSA)	03	
					PAG (E&RSA)	02	
					P & T Audit Office	01	
					DGA (SER)	01	
					DGCA MAB-II	01	
					PDCA MAB-IV	01	
25	IT Audit (Practical)	05	04.03.2021	09.03.2021	DGA (Central)	02	11
					PAG (G&SSA)	03	
					PAG (E&RSA)	02	
					P & T Audit Office	01	
					DGA (SER)	01	
					DGCA MAB-II	01	
					PDCA MAB-IV	01	