

I/117770/2022

**कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-प्रथम), मध्यप्रदेश,
आडिट भवन , झाँसी रोड , ग्वालियर**

दिनांक:-

14/07/2022

कार्यालय आदेश-31

मुख्यालय से प्राप्त Circular No. 177/F-401/Trg.Div./2022 Date 04.07.2022 (प्रति संलग्न) के तारतम्य में लेख है की मुख्यालय द्वारा Indian Institutes of Management (IIMs) में Executive Development Programmes विषयों(जिसका विवरण उक्त पत्र में दिया गया है) पर माह अगस्त 2022 से मार्च 2023 की अवधी के दौरान विभिन्न अवधियों में प्रशिक्षण आयोजित किया जाना है। इस संबंध में कार्यालय से उक्त प्रशिक्षण में भाग लेने हेतु eligible SAOs/AAOs के नामांकन मांगे गए है। अतः कृपया निम्नानुसार दी गई Eligibility conditions के अनुसार इच्छित SAOs/AAOs, अपना willingness विधि कक्ष अनुभाग को दिनांक 20.07.2022 तक भेजें।

1. Eligibility conditions:

- i) SAOs/AAOs with FIVE (05) years of continuous service,
- ii) SAOs/AAOs must have qualified the Career Professional Development-I examination, as on the date of application for the programme/nomination by the Heads of field offices,
- iii) An officer can participate in TWO (02) programmes in his/her entire service. Online trainings attended by an officer at IIMs will not be counted for this purpose,
- iv) There must be a gap of FIVE (05) years between the two programmes. Online trainings attended by an officer at IIMs will not be counted for this purpose,
- v) There in no age bar for nomination for the training programme to be conducted by IIMs,
- vi) SAOs/AAOs who have applied for various positions on appointment or deputation outside IAAD must NOT be nominated,

2. Nomination: HoD द्वारा प्रशिक्षण हेतु इच्छुक एक अधिकारी को नामित किया जायेगा एवं शेष अधिकारी द्वारा मुख्यालय के उक्त पत्र में दिए गये निर्देशानुसार self nomination facility का उपयोग किया जा सकता है।

3. Impact Assessment of the Programme:

- (i) On completion of the programme, the officers will make a brief presentation to respective Heads of the field offices/DG/PD of the functional wing highlighting his/her learnings from the programme,
- (ii) The officer will prepare a paper and one/two Caselets on the topics included the programme,

(पत्र उप महालेखाकार/प्रशासन महोदय द्वारा अनुमोदित)

I/117770/2022

संलग्नक-उपरोक्तानुसार।

हस्ता/-

वरिष्ठ लेखापरीक्षा अधिकारी/विधि कक्ष

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु:-

1. सचिव, प्रधान महालेखाकर
2. उप महालेखाकार/ प्रशासन
3. उप महालेखाकार/ एएमजी - 1, एएमजी - 2, एएमजी - 3, एएमजी - 4, एएमजी - 5
4. वरिष्ठ लेखापरीक्षा अधिकारी/ प्रशा. 11,12,13,14, सामान्य अनुभाग, एएमजी - 1 (मुख्या.), एएमजी - 2 (मुख्या.), एएमजी - 3 (मुख्या.), एएमजी - 4 (मुख्या.), एएमजी - 5 (मुख्या.), रिपोर्ट -1, रिपोर्ट-2, रिपोर्ट पी ए सी, गोपनीय कक्ष, आई टी ए, फाप, फास -एम, कार्यपालन शाखा, हिंदी कक्ष, आई एस विंग
5. श्री नरेश अहुजा, सहायक लेखापरीक्षा अधिकारी, इंटरनेट पर अपलोड करना सुनिश्चित करें।
6. सूचना पटल

हस्ता/-

वरिष्ठ लेखापरीक्षा अधिकारी/विधि कक्ष

409194/2022/O/o GO (AMG-V & ADMIN) (AG-(AUDIT-I)-MADHYA PRADESH)**From :** PAG Audit I Madhya Pradesh (agaumadhyapradesh1@cag.gov.in)**To :** tiwarij@cag.gov.in,dhirendrak.mp1.au@cag.gov.in**Cc :** sheoranmks.mp1.sca@cag.gov.in**Subject :** Fwd: [Cag-all-offices] Executive Development Programmes for SAOs/AAOs at Indian Institutes of Management (IIMs) for the year 2022-23**Date :** Jul 05 2022 10:19 AM**From:** "Training Division, CAG office" <trgwing@cag.gov.in>**To:** "cag-all-offices" <cag-all-offices@lsmgr.nic.in>, "cag-iaad" <cag-iaad@lsmgr.nic.in>, "cag-iaas" <cag-iaas@lsmgr.nic.in>**Cc:** "SURESH KANVAPURI" <aao1trg@cag.gov.in>, "Tarun Singh" <aao2trg@cag.gov.in>, "Mayank Tripathi AAO Training Division" <aao3trg.cag@cag.gov.in>, "AAO Training Division Joydeep Mukherjee" <aao4trg.cag@cag.gov.in>**Sent:** Monday, July 4, 2022 9:23:57 PM**Subject:** [Cag-all-offices] Executive Development Programmes for SAOs/AAOs at Indian Institutes of Management (IIMs) for the year 2022-23

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय
Office of the Comptroller and Auditor General of India
9, दीन दयाल उपाध्याय मार्ग, नई दिल्ली - 110124
9 Deen Dayal Upadhyaya Marg, New Delhi-110124
प्रशिक्षण अनुभाग
Training Division

Circular No. 177/ F-401/Trg.Div./2022**Date: 04.07.2022**

To,
All the Heads of Department
(Except Overseas Audit offices)
All the Directors General/ Principal Directors at Headquarters

महोदया / महोदय,

As knowledge centric organisation, Supreme Audit Institution (SAI) India recognizes that SAOs/AAOs are the first line managers and required to have the ability to demonstrate competency on the job. They are expected to have a wide range of ability levels from 'fundamental awareness' to 'expert'.

2. In context, the competent authority has decided to provide training to SAOs/AAOs in various competency enhancement and IT related courses at Indian Institutes of Management located across India.

3. An effective external training programme and interaction with executives of varied management institutions and officers of other government departments etc. would help enhance the skills, augments the confidence and upscale knowledge of the first line managers of SAI India.

4. In this connection, the following documents are uploaded on SAI Training Portal for reference and guidance:

Annexure I	Standard Operating Procedure (SOP).
Annexure II	List of Executive Development Programmes (EDPs) scheduled to be held at various Indian Institutes of Management (IIMs)
Annexure III	Format for Self-Nomination
Annexure IV	Format for Nomination by Heads of Department (HoDs)

5. HoDs may kindly ensure wider circulation of the scheme among SAOs/AAOs.

6. It may kindly be ensured that self-nominations as well as nominations by HoDs should be uploaded on SAI Training Portal with the following timelines:

Name of the IIM	Name of the Courses	Training date	Last Date for applying

409194/2022/O/o GO (AMG-V & ADMIN) (AG-(AUDIT-I)-MADHYA PRADESH)

IIM Lucknow	Leadership Development	18-20 July 2022	6 th July 2022
IIM Ahmedabad	Big Data Analytics	18-23 July 2022	
IIM Bangalore	Cyber Security and Risk Management Orientation for Senior Leaders	21-23 July 2022	7 th July 2022
IIM Lucknow	Strategic Thinking and Leadership	01-04 August 2022	15 th July 2022
Various IIMs	For rest courses (Sl No. 5 to 19 at Annexure II)	Starting from 22 nd August 2022 till 03 rd March 2023	29 th July 2022

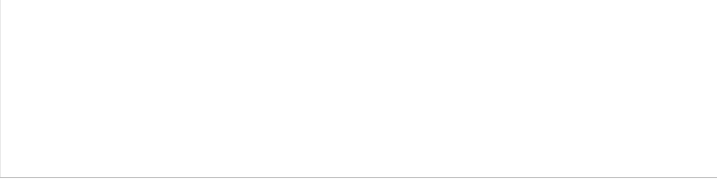
7. The Heads of Department are requested to kindly ensure the adherence of the SoP (Annexure I attached) clauses while processing the nominations.

8. It is further stated that self-nominations as well as nominations by HoDs are provisional subject to final approval by Training Division at Headquarters. The final list of approved nominations for each training programme will be intimated to all SAI India offices and uploaded on SAI Training portal ("View nomination" page) in due course.

This issues with the approval of the competent authority.

सादर,
 प्रशिक्षण अनुभाग
 भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय,
 नई दिल्ली
[011-23509244, 247](tel:011-23509244)

409194/2022/O/o GO (AMG-V & ADMIN) (AG-(AUDIT-I)-MADHYA PRADESH)



Annexure - I

Office of the Comptroller and Auditor General of India
9, Deen Dayal Upadhyaya Marg New Delhi
Training Division

F-401/Trg.Div./2022

Date: 04.07.2022

Standard Operating procedure (SOP)

Sub: Training to SAOs/AAOs on competency enhancement and IT related Executive Development Programmes (EDPs) in Indian Institutes of Management (IIMs)

The competent authority has decided to provide training to SAOs/AAOs in various competency enhancement and IT related EDPs in Indian Institutes of Management located across India. The following procedure is required to be followed for nomination of an officer for the trainings proposed at Indian Institutes of Management.

1. Eligibility conditions:

- i) SAOs/AAOs with FIVE (05) years of continuous service,
- ii) SAOs/AAOs must have qualified the Career Professional Development-I examination, as on the date of application for the programme/nomination by the Heads of field offices,
- iii) An officer can participate in TWO (02) programmes in his/her entire service. Online trainings attended by an officer at IIMs will not be counted for this purpose,
- iv) There must be a gap of FIVE (05) years between two programmes. Online trainings attended by an officer at IIMs will not be counted for this purpose,
- v) There is no age bar for nomination for training programmes to be conducted by IIMs,
- vi) SAOs/AAOs who have applied for various positions on appointment or deputation outside IAAD must NOT be nominated,

2. Types of Nomination:

- (I) **Self-Nomination:** Introduced for SAOs/AAOs for participation in Executive Development Programmes (EDPs) organized by various Indian Institutes of Management (IIMs) across India to enhance their skills on self-selected areas.

The procedure for self-nomination is as under:

- i) The officers will be encouraged and permitted to nominate themselves for the select short term Executive Development Programmes conducted by the IIMs identified by the Training Division/Headquarters time to time.
- ii) The officers will have to choose a maximum of three (3) programmes in order of priority from the programmes shortlisted by the Training Division/Headquarters. **(Annexure II uploaded on SAI Training Portal)**
- iii) The officers will nominate themselves (under intimation to respective Heads of the Department) through SAI Training portal in the format prescribed by the Training Division/Headquarters. **(Annexure III uploaded on SAI Training Portal)**.
- iv) The officers may also refer to their annual appraisals as reference while choosing the areas for training, wherein their reporting and reviewing officers would have suggested the areas in which the officers are required to enhance their skills.
- v) The officers will have to provide their personal and professional details along with a brief of 100-150 words highlighting the reasons for choosing the programme and how he/she proposes to apply the learnings at workplace as an officer.
- vi) The officers must possess a flair to learn and disseminate the learnings to peers & colleagues.

(ii) Nomination by Heads of the Department (HoDs)

- i) HoDs shall nominate through SAI Training one officer (other than self-nominations) from those who are willing to be nominated for participation in Executive Development Programmes **(Annexure II uploaded on SAI Training Portal)** organized by various Indian Institutes of Management (IIMs) through SAI Training Portal in the format prescribed by the Training Division/Headquarters. **(Annexure IV uploaded on SAI Training Portal)**
- ii) HoDs, in consultation with the shortlisted officer, will choose a programme, which is likely to supplement the skill sets of the officer.
- iii) HoDs will endorse and validate in brief the reasons for nominating the officer for the programme.

- 3. The nominations should be done through the SAI Training Portal only** (Help file is uploaded on SAI Training Portal). The offices need not to send hard copy or soft copy of the nominations to Training Division. **Late nominations will not be considered.**

4. Impact Assessment of the Programme:

- i) On completion of the programme, the officers will make a brief presentation to respective Heads of the field offices/DG/PD of the functional wing highlighting his/her learnings from the programme,
- ii) The officer will prepare a paper and one/two Caselets on the topics included in the programme,
- iii) The Heads of the department/ functional wing will incorporate their remarks about the presentation, Paper and Caselet and forward the same to Training Division within 30 days from the date of completion of training attended.

5. Knowledge Transfer:

The officer must be encouraged by the HoDs to disseminate the learnings to peers/colleagues through in-house training programmes and training programmes held in the Training Institutes of IAAD.

409194/2022/O/o GO (AMG-V & ADMIN) (AG-(AUDIT-I)-MADHYA PRADESH)

Approved list of courses to be conducted by IIMs during 2022-23					
Sr. No	Name of IIM	Name of Course	Start date	End date	Month
1	Lucknow	Leadership Development	18-07-2022	20-07-2022	July
2	Ahmedabad	Big Data Analytics	18-07-2022	23-07-2022	July
3	Bangalore	Cyber Security and Risk Management Orientation for Senior Leaders	21-07-2022	23-07-2022	July
4	Lucknow	Strategic Thinking and Leadership	01-08-2022	04-08-2022	August
5	Calcutta	Interpersonal effectiveness and Leadership Excellence	22-08-2022	26-08-2022	August
6	Lucknow	Negotiation and persuasion	22-08-2022	24-08-2022	August
7	Ahmedabad	Managing IT Projects	12-09-2022	17-09-2022	September
8	Indore	Project Management	19-09-2022	23-09-2022	September
9	Indore	Leadership Development Program for first line Managers	12-09-2022	14-09-2022	September
10	Indore	Interpersonal Effectiveness and Team Building	14-11-2022	16-11-2022	November
11	Bangalore	Strategic Perspectives on the Design of Public Private Partnerships (PPPs)	14-11-2022	18-11-2022	November
12	Calcutta	Leadership and Team Building	12-12-2022	16-12-2022	December
13	Ahmedabad	Organisational Leadership 21st Century	13-12-2022	16-12-2022	December
14	Ahmedabad	Effective Data Visualisation for the Data- Driven organisation	19-12-2022	22-12-2022	December
15	Indore	Values, Ethics & Governance	09-01-2023	12-01-2023	January
16	Lucknow	Analytics for Leadership	09-01-2023	11-01-2023	January
17	Ahmedabad	HR Auditing- Preparaing the Ground for Strategic HRM	02-02-2023	04-02-2023	February
18	Calcutta	Contract Management and Arbitration	13-02-2023	17-02-2023	February
19	Calcutta	Personal Growth and Team Building	27-02-2023	03-03-2023	February & March