प्रधान महालेखाकार (लेखापरीक्षा I) का कार्यालय, केरल, तिरुवनंतपुरम

(प्रशिक्षण केन्द्र)

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT I)
KERALA, THIRUVANANTHAPURAM
(TRAINING CENTRE)

सं.ले.प/प्रशिक्षण/11-8/2023-24/   दिनांक: 13 सितम्बर 2023

No.Au/Trg/11-8/2023-24/   Date: 13 September 2023

परिपत्र/Circular-51

Sub: Nomination for training programmes to be conducted at Indian Institutes of Management (IIMs) during the year 2023-24.

संदर्भ/Ref: ई सं 80 /फा सं 401 /के एंड सीबी विंग/2023-24 दिनांक 28.08.2023.

Regional Knowledge & Capacity Building Wing, Hqrs office has approved the following additional training programmes to be conducted at **IIMs** during the year **2023-24**:

Sl. No	Name Of The Programmes	Name of IIMs	Course Start Date	Course End Date
1.	Strategic Leadership and Innovation in the Digital Era	IIM BANGALORE	04-Oct-23	06-Oct-23
2.	Managerial Effctiveness Through Stress Management	IIM LUCKNOW	16-Oct-23	18-Oct-23
3.	Decision Making for managerial Effectiveness	IIM BANGALORE	14-Nov-23	16-Nov-23
4.	Leadership Effectiveness Through Emotional Intelligene	IIM LUCKNOW	21-Nov-23	23-Nov-23
5.	Leadership and Team Building	IIM CALCUTTA	11-Dec-23	15-Dec-23
6.	Analytics for Leadership	IIM LUCKNOW	13-Dec-23	15-Dec-23
7.	Leadership Development Programme for First Time Managers	IIM INDORE	08-Jan-24	10-Jan-24
8.	Project Management	IIM INDORE	05-Feb-24	09-Feb-24
9.	Contract Management and Arbitration	IIM CALCUTTA	12-Feb-24	16-Feb-24
10.	HR Auditing-Preparing the Ground for Strategic HRM	IIM AHMEDABAD	14-Feb-24	16-Feb-24
11.	Values Ethics and Governance (VEG)	IIM INDORE	22-Feb-24	24-Feb-24
12.	Personal Growth and Team Building	IIM CALCUTTA	11-Mar-24	15-Mar-24

2. **Eligibility criteria-**

    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 office/ Functional Wing,

 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.   SAOs/AAOs who have applied for various positions on appointment or deputation outside IAAD must NOT be nominated,

3. **Types of Nomination**: Nomination can be done by either of the following ways or by both the following ways:

(I)**Self-Nomination**: The procedure for self-nomination is as under:

    I.   The officers may nominate themselves for maximum 3 courses from the above 15 courses in order of priority.

   II.   The officers will nominate themselves (under intimation to respective Heads of the Department) through SAI Training portal in the format prescribed by the K&CB Wing (erstwhile Training Division). (IIM training programmes > Fill IIM Nomination form) (Annexure III uploaded on SAI Training Portal).

 III.   The self-nomination must be accompanied with an undertaking to be submitted through SAI Training that the officer will serve the IAAD for the next 5 years or till the age of retirement whichever is earlier (Annexure V).

 IV.   The officers will have to upload 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.

(II) **Nomination by Heads of the Department (HoDs):** The procedure for nomination by HoDs is as under:

    I.   HoDs may nominate one SAO/AAO for each of the above programmes from those who are willing to be nominated for participation.

   II.   HoDs will endorse and validate the reasons in brief for nominating the officer for the programme.

 III.   After nomination by HoD, the nominated officers will apply through SAI Training Portal in the format prescribed by the K&CB Wing. (Annexure IV uploaded on SAI Training Portal) (IIM training programmes > Fill IIM Nomination form).

 IV.   The officers will have to upload the recommendation of HoDs, their personal and professional details along with a brief of 100-150 words highlighting the reasons for nominating the officer for the programme.

  V.   The HoD nomination must be accompanied with an undertaking to be submitted by the nominated officer, through SAI Training that the officer will serve the IAAD for the next 5 years or till the age of retirement whichever is earlier. (Annexure V).

4. In this connection, it is directed to request the following:

- All Heads of Department may nominate one SAO/AAO from your office for each of the said training programmes as per para 3 (II) above.
- All eligible SAOs/AAOs may nominate themselves for the courses mentioned in the above list adhering to the instructions mentioned in para 3 (I) above.

5. All forms (Self as well as nomination by HoD) are to be forwarded to K&CB Wing by respective office checker through SAI Training Portal (External training programmes -> Forward IIM Nomination form) latest by **14.09.2023.**

6. Nominations by other means will not be considered.

7. It is further stated that self-nominations as well as nominations by HoDs are provisional subject to final approval by Knowledge & Capacity Building Wing at Headquarters. After approval, the final list of nominated officers for each training programme will be intimated to respective SAI India Offices and uploaded on SAI Training portal ("View nomination" page) in due course. Sr.AOs/AAOs willing to attend the training may follow the steps mentioned above and also intimate training section at the earliest.

(Vide orders of PAG Dated 08.09.2023)

-ह- Sd/-
वरिष्ठ लेखापरीक्षा अधिकारी / प्रशिक्षण
Senior Audit Officer/Training

प्रतिलिपि/**To**

सभी अनुभाग (लेखा परीक्षा I)/All Sections (Audit I)

कार्यात्मक विंग के समूह अधिकारी/Group Officers of all functional wings

सूचना पट्ट/ परिपत्र पुस्तिका/ Notice Board/Circular Book

प्रशासन (लेखापरीक्षा II) - लेखापरीक्षा II के तहत सभी अनुभागों में प्रसार के लिए।
Administration (Au II) -for dissemination to all sections under Audit II.