

**General Course No. 04: Mid-Career Training Programme (MCTP) for SAOs/AAOs (Level 3, Batch-III) for  
AAOs and SAOs with 12 to 16 years of combined service in the cadres w.e.f 26.09.2022 to 01.10.2022**

Session timing:		Break timing:			
Session I: 10.00 am to 11:15 am		Tea Break: 11:15 am to 11:30 am			
Session II: 11:30 am to 12:45 pm		Lunch Break: 12:45 to 01:45 pm			
Session III: 01:45 pm to 03:00 pm		Tea Break:03:00 pm to 03:15 pm			
Session IV: 03:15 pm to 4:30 pm					
Day	Inauguration	Session I	Session II	Session III	Session IV
<b>Day 1</b> <b>26.09.2022</b>  <b>(Monday)</b>	<b>Principal Director</b>  <b>10.00 AM to 10.15 AM</b>	Effective communication with internal and external stakeholders Communication Skills Written & Presentation	Time & Stress Management	Analytical Thinking and Step by Step Approach to Problem Solving	
		<b>Susana D Khongwir, Life Coach/ Trainer/Counsellor</b>		<b>Dr. Anamika Upadhya, Faculty Art of Living</b>	
<b>Day 2</b> <b>27.09.2022</b> <b>(Tuesday)</b>	<b>Internal Controls, Frauds &amp; Forensic</b>  <b>Arjun Chetry, Asst. Director (IT), NEPA Ri Bhoi District</b>	Management of Role Change, Professional and Tactful Behaviour,. Function of C&AG <b>Faculty O/o the AG (A&amp;E) Meghalaya</b>	E – Governance  <b>Mr Benos Lyngskor. Sr. T. D, NIC, Shillong</b>		
<b>Day 3</b> <b>28.09.2022</b> <b>(Wednesday)</b>	Team Management  <b>Cathy Saiborne, Asst. Professor, Department of English St. Anthony's College</b>			Understanding the Global Environmental crisis – Global warming, Climate change, Habitat loss etc. <b>Dr. Anamika Upadhya, Faculty Art of Living</b>	
<b>Day 4</b> <b>29.9.2022</b> <b>(Thursday)</b>	Governance, Risk Management and Compliance (GRC) <b>Faculty O/o the AG (A&amp;E) Meghalaya</b>		Management of Government Finances, Fiscal Health of Union & States <b>Prof. Sumarbin Umdor, NEHU</b>	Public Expenditure – Principles, Types & effects and FRBM Act  <b>Asst.Prof. Dr. Darishisha W. Thangkhiew, NEHU</b>	
<b>Day 5</b> <b>30.09.2022</b> <b>(Friday)</b>	<b>Audit in IT Environment</b>  <b>C.A Bodh, Pr. A.G, A.P</b>	Stakeholder Engagement, Major Stakeholder Management, Leveraging stakeholder relationship <b>Faculty O/o the AG (A&amp;E) Meghalaya</b>	Environmental Field Trip to Botanical Garden, Shillong  <b>H.P Singh, CF/RTI</b>	Environmental Field Trip to Botanical Garden, Shillong  <b>Shri. A. Pyngrope, Deputy Range Forest Officer I/c Botanical Garden Shillong</b>	
<b>Day 6</b> <b>01.10.2022</b> <b>(Saturday)</b>	Environmental Governance	Management of different kinds of Environmental Pollution	Revenue – Sources of Revenue – Characteristics of a Good Tax System	Feedback and Valediction  <b>Principal Director</b>	

	<b>Prof. Dibyendu Paul, NEHU Shillong</b>	<b>Prof. Sumarbin Umdor, NEHU</b>	
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