

# Regional Capacity Building and Knowledge Institute Nagpur

**Course Title:** - Induction Training for DRAAOs CGLE 2022 – Batch (F&C Audit)

**Period:** - 08-07-2024 to 27-08-2024 (35 Days)

**Aim:** - To give Induction Training to Direct Recruit Assistant Audit Officers.

Day & Date	Sessions I & II (10:00AM to 11:15AM) & (11:30 AM to 12:45 PM)	Sessions III & IV (2:15 PM to 3:30PM) & (3:45PM to 5:00PM)		
Day 1 08.07.2024 Monday	<b>Inauguration</b> <b>Ms. Lata Mallikarjuna</b> <b>Director General</b>	<b>CAG's Institution</b> Get an overview of the constitutional provisions and History of IAAD  <b>Shri S.R. Gaikwad</b> <b>Sr. AO/CF</b>	<b>Mandate of SAIs &amp; Capacity Building in SAIs</b> Need for SAIs and their importance. Global presence of SAIs and their achievements in assuring improved governance  <b>Shri P.V. Kale</b> <b>Sr. AO/CF</b>	
	Getting to know each other.  <b>Shri P.V. Kale</b> <b>Sr. AO/CF</b>		<b>CAG's Institution</b> Get an overview of CAG's DPC Act, 1971  <b>Shri P.V. Kale</b> <b>Sr. AO/CF</b>	
Day 2 09.07.2024 Tuesday	<b>Hierarchy and Protocol</b> Understand the basis of hierarchy, i.e. respect. Understand the structure and hierarchy of the executive, as well as specifically for the IA&AD. Determine the best mode of communication within inter- and intra-government offices. Enlist office procedure within the IA&AD  <b>Shri A.M. Khandare, Sr. DAG, O/o the PAG(A&amp;E)-II, Nagpur</b>	Accountability and Ownership; Ownership in actions; Own your career  <b>Shri A.M. Khandare, Sr. DAG, O/o the PAG(A&amp;E)-II, Nagpur</b>	Regulations on Audit and Accounts, 2020  <b>Shri S.R. Gaikwad</b> <b>Sr. AO/CF</b>	
Day 3 10.07.2024 Wednesday	<b>Broad framework of Financial, Compliance and Performance Audits</b> Guiding Principles of Auditing Standards  <b>Shri P.V. Kale</b> <b>Sr. AO/CF</b>	<b>Social media and IAAD</b> (WhatsApp/email communication)  <b>Shri G. K Omee, Core Faculty(IS)</b>	<b>Online Meetings</b>  <b>Shri G. K Omee, Core Faculty(IS)</b>	
Day 4 11.07.2024 Thursday	<b>CCS Conduct Rules</b> Get introduced to the rules that govern the conduct of a government servant at all times Understand the rules governing the personal conduct of a government servant Understand the rules governing the financial conduct of a government servant  <b>Shri P.V. Kale</b> <b>Sr. AO/CF</b>	<b>Gender Sensitization</b>  <b>Smt. Pallavi Sharma, AAO O/o DGA, F&amp;C Audit, Nagpur</b>	<b>Integrity</b> Why is Integrity a 'must have' quality at CAG?  <b>Shri P.V. Kale</b> <b>Sr. AO/CF</b>	

<p><b>Day 5</b> <b>12.07.2024</b> <b>Friday</b></p>	<p><b>CCS(CCA) Rules</b></p> <ul style="list-style-type: none"> <li>• Get introduced to and to understand the rules that govern the activities of the government servant throughout his career</li> <li>• Understand what are disciplinary proceedings and the procedures involved</li> <li>• Understand the sanctity of the rules and their implementation</li> </ul> <p><b>Shri P.V. Kale</b> <b>Sr. AO/CF</b></p>	<p><b>Team Player</b></p> <p>Teamwork brings efficiency, engagement, creativity, camaraderie, and fun — which ultimately contributes to the overall vision of the organization Practise skills that aid in becoming a successful team player</p> <p><b>Shri P.V. Kale</b> <b>Sr. AO/CF</b></p>
<p><b>Day 6</b> <b>15.07.2024</b> <b>Monday</b></p>	<p><b>Overview of CAG's Financial Auditing Guidelines</b></p> <p>Become familiarized with key points of ISSAI guidelines on Financial Audit and the concepts embodied therein</p> <p><b>Shri S.R. Gaikwad</b> <b>Sr. AO/CF</b></p>	<p><b>Activity</b></p> <p><b>Shri P.V. Kale</b> <b>Sr. AO/CF</b></p>