



क्षेत्रीय क्षमता निर्माण एवं ज्ञान संस्थान, जयपुर
Regional Capacity Building and Knowledge Institute, Jaipur

Rules and Principles of Government Accounting (5 Days Course)
(13.05.2024 to 17.05.2024)

Date & day	Session	Time	Contents	Name of Faculty
13.05.24 Monday		10.10 AM	Inauguration	Principal Director, RCB&KI, Jaipur
	I & II	10.15 AM to 01.00 PM	Introduction to Government Accounts and Overview of Government Accounting Structure -- List of Major and Minor heads of Union and the States	Sh. Tara Chand, AAO, O/o AG (A&E), Raj.
	III & IV	2.00 PM to 4.45 PM	Understanding the budget process and rules governing it. Original and supplementary grants. Re-appropriations and Surrender of budget.	Shri Rajeev Maheshwari, AAO, O/o AG (A&E), Raj.
14.05.24 Tuesday	I & II	10.15 AM to 01.00 PM	Understanding the flow of accounts in State A & E offices. Compilation process and preparation of monthly civil accounts. Transfer Entries and journal entries	Shri Govind Singh, Retd. Sr. AO
	III	2.00 PM to 3.15 PM	Audit of Union (Defence) Accounts	Smt. Mona Jain, Director O/o the DG (Defence) New Delhi
	IV	3.30 PM to 4.45 PM	Accounting of Debt, Deposits, and remittances. Personal Deposit Accounts. Issues involved therein Impact on quality of accounts.	Sh. Mahesh Kumawat, AAO, O/o AG (A&E), Raj.
15.05.24 Wednesday	I & II	10.15 AM to 01.00 PM	Understanding suspense heads, clearance of suspense balances. Impact of suspense balances on quality of accounts.	Sh. Mahesh Kanodia, Sr. Division Accounts Officer,
	III	2.00 PM to 3.15 PM	Compilation of State Finance Accounts – checks to be exercised	Shri Rajeev Maheshwari, AAO, O/o AG (A&E), Raj.
	IV	3.30 PM to 4.45 PM	Compilation of State Appropriation Accounts– checks to be exercised	Shri Rajeev Maheshwari, AAO, O/o AG (A&E), Raj.

16.05.24 Thursday	I & II	10.15 AM to 01.00 PM	Audit of Union (Civil)/State Appropriation & Finance Accounts.	Shri Ashok Kumar Sharma, AAO O/o the AG (Audit-I), Jaipur
	III	2.00 PM to 3.15 PM	Case Study on audit of Union/State Account	Shri Ashok Kumar Sharma, AAO O/o the AG (Audit-I), Jaipur
	IV	3.30 PM to 4.45 PM	Holistic Well being	Dr. Aanya Bora, Director
17.05.24 Friday	I	10.15 AM to 11.30 AM	Audit of Union (Railways) Accounts	Shri Pankaj Mourya, Dy. Director O/o the PDA (NWR), Jaipur
	II	11.45 PM to 1.00 PM	Inter Government Transactions (Union and states) (state and state)	Sh. Mahesh Kumawat, AAO, O/o the AG (A&E), Rajasthan, Jaipur
	III	2.00 PM to 3.15 PM	Audit of Union (P& T) Accounts	Sh. Gurlal Bansal, AAO O/o the F&C Audit, Jaipur
	IV	3.30 PM to 4.45 PM	End Course Assessment, Feedback and Valediction	PD, RCBKI, Jaipur alongwith core faculties