

REGIONAL TRAINING INSTITUTE, HYDERABAD.**Calendar of Training Programmes for the year 2021-22****Courses at a Glance**

I. General Courses				
Sl. No.	Name of the course	No. of courses	Duration (Days)	Total slots
1	Noting and Drafting & Office Procedures	1	3	35
2	E-Office including E-Office administration	1	3	34
3	Administrative Issues, Disciplinary Proceedings including Rosters, APAR & Gender sensitization	1	5	35
4	Audit of Direct Taxes	1	3	22
5	Financial Attest Audit	1	3	24
6	PFMS, iBEMS and GeM	1	3	35
7	Financial Audit of Autonomous Bodies	1	3	26
8	Right To Information Act, 2005	1	1	29
9	Audit Evidence & Documentation	1	3	35
10	Management Development Programme	2	8	30
11	Compliance Audit	1	3	24
12	Performance Audit Guidelines	1	3	35
13	Statistical Sampling & Risk Based Audit	1	3	35
14	Works Audit	1	3	28
15	Practical Workshop on Establishment Audit for Group C officials	1	3	32
16	Report Writing including Style Guide	1	3	32
17	Use of Remote Sensing and GIS Applications in Audit	1	5	17
18	Goods and Services Tax (GST)	1	5	35
19	Auditing Standards and Regulations on Audit and Accounts, 2020	1	4	25
20	Audit of Internal controls including Internal Audit	1	3	17
21	Audit of Public Private Partnership (PPP) in Infrastructure Projects	1	4	23
22	Environment Audit (incl session on power sector)	1	3	10

23	Ethics and Values in Public Governance	1	3	28
24	Indian Accounting Standards	1	4	18
25	Improved Service Delivery - Attitude to public service	1	3	21
26	Audit of Urban Local Bodies	1	4	13
27	Audit of Fraud and Forensics	1	4	35
	Total	28	95	733

II. IS Courses				
Sl. No.	Name of the course	No. of courses during the year	Duration (Days)	Total No. of slots
1.	Data Analysis using Excel for Audit offices	4	12	72
2.	IDEA	2	10	36
3.	Data Analysis using Excel for A&E offices	3	9	45
4.	Data Analytics and Big Data Management using Tableau	1	4	18
5.	Advanced Excel	2	6	36
6.	Refresher course on Data Analysis using Excel for Audit offices those who attended the course in April, 2021	4	8	72
7.	Refresher course on Data Analysis using Excel for A&E offices to those who attended the course in May 2021	3	6	45
8.	Database concepts, System concepts and Introduction to MS- Access	1	3	18
9.	Audit in IT environment	2	12	36
10.	Introduction to networking concepts	1	2	18
11.	Oracle DBMS concepts, SQL Queries and introduction to DBA	1	5	18
	Total	24	77	414

C. Draft Calendar of Training Programmes 2021-22					
I. General Courses					
Sl. No.	Name of the Course	Period	Name of the User Offices	Sub-Total	Total
1	Noting and Drafting & Office Procedures	06 to 08 April 2021 (3 days)	PAG(Audit), AP	8	35
			AG(Audit), TS	9	
			PAG(A&E), AP	8	
			DGCA, Hyderabad	3	
			PDA(SCR), Secunderabad	2	
			DoA(F&C), Hyderabad	2	
			DoA(Navy), Vizag	2	
2	E-Office including E-Office administration	27 to 29 April 2021 (3 days)	PAG(Audit), AP	11	34
			AG(A&E), TS	11	
			DG(A), Central, Hyderabad	7	
			DGCA, Hyderabad	2	
			DoA(Navy), Vizag	3	
3	Administrative Issues, Disciplinary Proceedings including Rosters, APAR & Gender sensitization	03 to 07 May 2021 (5 days)	PAG(Audit), AP	7	35
			AG(Audit), TS	7	
			PAG(A&E), AP	7	
			AG(A&E), TS	4	
			DG(A), Central, Hyderabad	2	
			DGCA, Hyderabad	2	
			DoA(F&C), Hyderabad	2	
			PDA(SCR), Secunderabad	2	
DoA(Navy), Vizag	2				
4	Audit of Direct Taxes	19 to 21 May 2021 (3 days)	PAG(Audit), AP	6	22
			AG(Audit), TS	6	
			DG(A), Central, Hyderabad	4	
			AG(Audit-II), Karnataka	1	
			DoA(F&C), Bengaluru	1	
			PDCA & MAB, Bengaluru	1	
5	Financial Attest Audit	01 to 03 June 2021 (3 days)	PAG(Audit), AP	12	24
			AG(Audit), TS	8	
			PAG(A&E), AP	2	
			DGCA, Hyderabad	2	
6	PFMS, iBEMS and GeM	09 to 11 June 2021 (3 days)	PAG(Audit), AP	4	35
			AG(Audit), TS	7	
			PAG(A&E), AP	5	

			AG(A&E), TS	4	
			DG(A), Central, Hyderabad	4	
			PDA(SCR), Secunderabad	2	
			DGCA, Hyderabad	4	
			DoA(F&C), Hyderabad	2	
			DoA(Navy), Vizag	3	
7	Financial Audit of Autonomous Bodies	22 to 24 June 2021 (3 days)	PAG(Audit), AP	13	26
			AG(Audit), TS	10	
			DGCA, Hyderabad	2	
			PD(A), AF&WR, Chennai Brach, RAO/Hyderabad	1	
8	Right To Information Act,2005	02 July 2021 - 1 day	PAG(Audit), AP	1	29
			AG(Audit), TS	5	
			PAG(A&E), AP	7	
			DG(A), Central, Hyderabad	4	
			DoA(F&C), Hyderabad	2	
			PDA(SCR), Secunderabad	2	
			PAG(Audit-I), Karnataka	1	
			DoA (Air Force), Bengaluru	1	
			PDA(SWR), Hubli	1	
			PAG(A&E), Karnataka	5	
9	Audit Evidence & Documentation	06 to 08 July 2021 (3 days)	PAG(Audit), AP	2	35
			AG(Audit), TS	20	
			DG(A), Central, Hyderabad	6	
			DGCA, Hyderabad	2	
			PDA(SCR), Secunderabad	2	
			PAG(Audit-I), Karnataka	2	
			PDA(SWR), Hubli	1	
10	Management Development Programme	13 to 16 July 2021 (4 days)	PAG(Audit), AP	5	30
			AG(Audit), TS	6	
			PAG(A&E), AP	3	
			AG(A&E), TS	3	
			DG(A), Central, Hyderabad	2	
			DGCA, Hyderabad	1	
			DoA(F&C), Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			AG(Audit-II), Karnataka	4	
			PAG(A&E), Karnataka	3	
			PDA(Central), Bengaluru	1	
11	Compliance Audit Guidelines	28 to 30 July 2021 (3 days)	PAG(Audit), AP	12	24
			AG(Audit), TS	7	
			DG(A), Central, Hyderabad	4	
			DoA(F&C), Bengaluru	1	
12	Performance Audit Guidelines	11 to 13 August	PAG(Audit), AP	14	35
			AG(Audit), TS	10	
			DG(A), Central, Hyderabad	3	

		2021 (3 days)	DGCA, Hyderabad	2	
			DoA(F&C), Hyderabad	2	
			PDA(SCR), Secunderabad	2	
			DoA(Navy), Vizag	2	
13	Statistical Sampling & Risk Based Audit	25 to 27 August 2021 (3 days)	PAG(Audit), AP	12	35
			AG(Audit), TS	8	
			AG(A&E), TS	1	
			DGCA, Hyderabad	2	
			PDA(SCR), Secunderabad	2	
			DoA(Navy), Vizag	2	
			PAG(Audit-I), Karnataka	3	
			AG(Audit-II), Karnataka	1	
			PDA(SWR), Hubli	1	
			PAG(A&E), Karnataka	3	
14	Works Audit	06 to 08 September 2021 (3 days)	PAG(Audit), AP	20	28
			AG(Audit), TS	6	
			DGCA, Hyderabad	2	
15	Practical Workshop on Establishment Audit for Group C officials	14 and 16 September 2021 (3 days)	PAG(Audit), AP	4	32
			AG(Audit), TS	16	
			PAG(A&E), AP	4	
			AG(A&E), TS	4	
			DGCA, Hyderabad	2	
			DoA(F&C), Hyderabad	2	
16	Report Writing including Style Guide	28 to 30 Sept 2021 (3 days)	PAG(Audit), AP	9	32
			AG(Audit), TS	14	
			DG(A), Central, Hyderabad	5	
			PDA(SCR), Secunderabad	2	
			DoA(Navy), Vizag	2	
17	Use of Remote Sensing and GIS Applications in Audit	4 to 8 October 2021 (5 days)	PAG(Audit), AP	5	17
			AG(Audit), TS	4	
			PDA (SCR), Secunderabad	2	
			DGCA, Hyderabad	2	
			PAG(Audit-I), Karnataka	2	
			AG(Audit-II), Karnataka	2	
18	Goods and Services Tax (GST)	25 to 29 October 2021 (5 days)		11	35
			PAG(Audit), AP	11	
			AG(Audit), TS	7	
			DG(A), Central, Hyderabad	2	
			DGCA, Hyderabad	2	
			DoA(F&C), Hyderabad	2	
			PDA(SCR), Secunderabad	2	
19	Auditing Standards and Regulations on	15 to 18 November	PAG(Audit), AP	12	25
			AG(Audit), TS	5	

	Audit and Accounts, 2020	2021 (4 days)	DGCA, Hyderabad	2	
			DoA(F&C), Hyderabad	4	
			PDA(SCR), Secunderabad	2	
20	Audit of Internal controls including Internal Audit	01 to 03 December 2021 (3 days)	PAG(Audit), AP	8	17
			AG(Audit), TS	5	
			DoA(F&C), Hyderabad	1	
			PD(A), AF&WR, Chennai Brach, RAO/Hyderabad	1	
			PAG(Audit-I), Karnataka	1	
			PDA(SWR), Hubli	1	
21	Audit of Public Private Partnership(PPP) in Infrastructure Projects	14 to 17 December 2021 (4 days)	PAG(Audit), AP	2	23
			AG(Audit), TS	7	
			DGCA, Hyderabad	3	
			PDA(SCR), Secunderabad	2	
			PAG(Audit-I), Karnataka	2	
			AG(Audit-II), Karnataka	6	
			PDA(SWR), Hubli	1	
22	Management Development Programme	04 to 07 January 2022 (4 days)	PAG(Audit), AP	4	28
			AG(Audit), TS	5	
			PAG(A&E), AP	3	
			AG(A&E), TS	3	
			DG(A), Central, Hyderabad	2	
			DGCA, Hyderabad	1	
			DoA(F&C), Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			PAG(Audit-I), Karnataka	2	
			PDCA & MAB, Bengaluru	1	
			PDA(SWR), Hubli	1	
			PAG(A&E), Karnataka	3	
23	Environmnet Audit (incl session on power sector)	19 to 21 January 2022 (3 days)	PAG(Audit), AP	4	10
			AG(Audit), TS	4	
			DGCA, Hyderabad	2	
24	Ethics and Values in Public Governance	31 January to 2 February 2022 (3 days)	PAG(Audit), AP	12	28
			AG(Audit), TS	2	
			PAG(A&E), AP	7	
			PDA(SCR), Secunderabad	2	
			PAG(Audit-I), Karnataka	2	
			PDA(SWR), Hubli	1	
			PAG(A&E), Karnataka	2	
25	Indian Accounting Standards	08 to 11 February 2022 (4 days)	PAG(Audit), AP	6	18
			AG(Audit), TS	5	
			PAG(A&E), AP	1	
			DGCA, Hyderabad	4	

			DoA(F&C), Hyderabad	2	
26	Improved Service Delivery - Attitude to public service	15 to 17 February 2022 (3 days)			21
			PAG(A&E), AP	8	
			AG(A&E), TS	8	
			PAG(A&E), Karnataka	5	
26	Audit of Urban Local Bodies	08 to 11 March 2022 (4 days)	PAG(Audit), AP	5	13
			AG(Audit), TS	4	
			AG(Audit-II), Karnataka	4	
28	Audit of Fraud and Forensics	22 to 25 March 2022 (4 days)		7	35
			PAG(Audit), AP	7	
			AG(Audit), TS	3	
			DGCA, Hyderabad	4	
			PDA(SCR), Secunderabad	2	
			DoA(Navy), Vizag	1	
			PAG(Audit-I), Karnataka	7	
			AG(Audit-II), Karnataka	1	
			DoA(F&C), Bengaluru	1	
			PDA(SWR), Hubli	2	
PDA(Central), Bengaluru					

II. IS Courses

Sl. No.	Name of the Course	Period	Name of the User Offices	No. of Slots	Total
1	Data Analysis using Excel for Audit offices (Batch - I)	07-04-2021 to 09-04-2021 (3 days)	PAG(Audit), AP	7	18
			AG(Audit), TS	3	
			DoA(Navy), Vizag	1	
			PD(A), AF&WR, Chennai Brach, RAO/Hyderabad	1	
			PDA(SWR), Hubli	1	
			PDA(SCR), Secunderabad	1	
			DoA(F&C), Hyderabad	1	
			PAG(Audit-I), Karnataka	2	
			PDA(Central), Bengaluru	1	
2	IDEA (Batch - I)	26-04-2021 to 30-04-2021 (5 days)	AG(Audit), TS	4	18
			AG(A&E), TS	2	
			DG(A), Central, Hyderabad	1	
			DGCA, Hyderabad	1	
			DoA(F&C), Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			PAG(Audit-I), Karnataka	4	
			DoA(F&C), Bengaluru	1	
			PDA(SWR), Hubli	1	
			PAG(A&E), Karnataka	1	
			PDA(Central), Bengaluru	1	
3	Data Analysis using Excel for A&E offices (Batch - I)	04-5-2021 to 06-5-2021 (3 days)	PAG(A&E), AP	6	15
			AG(A&E), TS	6	
			PAG(A&E), Karnataka	3	
4	Data Analytics and Big Data Management using Tableau	10-05-2021 to 13-05-2021 (4 days)	AG(A&E), TS	4	18
			DG(A), Central, Hyderabad	3	
			AG(Audit), TS	2	
			DGCA, Hyderabad	2	
			PAG(Audit-I), Karnataka	3	
			PDA(SCR), Secunderabad	1	
			DoA(F&C), Bengaluru	1	
			PDCA & MAB, Bengaluru	2	
5	Advanced Excel (Batch - I)	02-06-2021 to	AG(Audit), TS	3	18
			PAG(Audit), AP	5	

		04-06-2021 (3 days)	AG(A&E), TS	5	
			DGCA, Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			PAG(Audit-I), Karnataka	1	
			PAG(A&E), Karnataka	1	
			PDA(Central), Bengaluru	1	
6	Data Analysis using Excel for A&E offices (Batch - II)	21-06-2021 to 23-06-2021 (3 days)	PAG(A&E), AP	6	15
			AG(A&E), TS	6	
			PAG(A&E), Karnataka	3	
7	Data Analysis using Excel for Audit offices (Batch - II)	05-07-2021 to 07-07-2021 (3 days)	PAG(Audit), AP	9	18
			AG(Audit), TS	2	
			PDA(SCR), Secunderabad	1	
			DG(A), Central, Hyderabad	1	
			DoA(F&C), Karnataka	1	
			PAG(Audit-I), Karnataka	2	
			PDA(Central), Bengaluru	2	
8	Refresher course on Data Analysis using Excel for Audit offices those who attended the course in April, 2021	26-07-2021 to 27-07-2021 (2 days)	PAG(Audit), AP	7	18
			AG(Audit), TS	3	
			DoA(Navy), Vizag	1	
			PD(A), AF&WR, Chennai Brach, RAO/Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			PDA(SWR), Hubli	1	
			DoA(F&C), Hyderabad	1	
			PAG(Audit-I), Karnataka	2	
			PDA(Central), Bengaluru	1	
9	Data Analysis using Excel for A&E offices (Batch - III)	02-08-2021 to 04-08-2021 (3 days)	PAG(A&E), AP	6	15
			AG(A&E), TS	6	
			PAG(A&E), Karnataka	3	
10	Refresher course on Data Analysis using Excel for A&E offices to those who attended the course in May 2021	23-08-2021 to 24-08-2021 (2 days)	PAG(A&E), AP	6	15
			AG(A&E), TS	6	
			PAG(A&E), Karnataka	3	
11	IDEA (Batch - II)	13-09-2021 to 17-09-2021 (5 days)	AG(Audit), TS	4	18
			PAG(A&E), AP	1	
			AG(A&E), TS	1	
			DG(A), Central, Hyderabad	2	

			DGCA, Hyderabad	1	
			DoA(F&C), Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			PD(A), AF&WR, Chennai Brach	1	
			PAG(Audit-I), Karnataka	4	
			PDA(SWR), Hubli	1	
			PAG(A&E), Karnataka	1	
12	Database concepts, System concepts and Introduction to MS-Access	27-09-2021 to 29-09-2021 (3 days)	PAG(Audit), AP	3	18
			AG(Audit), TS	4	
			DG(A), Central, Hyderabad	1	
			DGCA, Hyderabad	2	
			DoA(F&C), Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			DoA(F&C), Bengaluru	1	
			PDCA & MAB, Bengaluru	1	
			PAG(A&E), Karnataka	2	
			PDA(Central), Bengaluru	2	
13	Data Analysis using Excel for Audit offices (Batch - III)	05-10-2021 to 07-10-2021 (3 days)	PAG(Audit), AP	7	18
			AG(Audit), TS	3	
			DG(A), Central, Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			DoA(F&C), Hyderabad	1	
			DoA(Navy), Vizag	1	
			PAG(Audit-I), Karnataka	2	
			PDA(SWR), Hubli	1	
			PDA(Central), Bengaluru	1	
14	Refresher course on Data Analysis using Excel for Audit offices to those who attended the course in Jul, 2020	26-10-2021 to 27-10-2021 (2 dyas)	PAG(Audit), AP	9	18
			AG(Audit), TS	2	
			PDA(SCR), Secunderabad	1	
			DG(A), Central, Hyderabad	1	
			DoA(F&C), Karnataka	1	
			PAG(Audit-I), Karnataka	2	
			PDA(Central), Bengaluru	2	
15		22-11-2021 to	PAG(Audit), AP	5	18
			AG(Audit), TS	3	

	Audit in IT environment (Batch - I)	27-11-2021 (6 days)	DG(A), Central, Hyderabad	2	
			DGCA, Hyderabad	1	
			DoA(F&C), Hyderabad	1	
			PAG(Audit-I), Karnataka	1	
			PDCA & MAB, Bengaluru	1	
			PDA(SCR), Secunderabad	1	
			PDA(Central), Bengaluru	1	
			PDA(SWR), Hubli	1	
			PAG(A&E), Karnataka	1	
16	Introduction to networking concepts	11-11-2021 to 12-11-2021 (2 days)	PAG(Audit), AP	7	18
			AG(Audit), TS	2	
			PDA(SWR), Hubli	1	
			PAG(Audit-I), Karnataka	2	
			DoA(F&C), Bengaluru	1	
			PDCA & MAB, Bengaluru	2	
			PAG(A&E), Karnataka	2	
			PDA(Central), Bengaluru	1	
17	Data Analysis using Excel for Audit offices (Batch - IV)	06-12-2021 to 08-12-2021 (3 days)	PAG(Audit), AP	9	18
			PAG(Audit), TS	2	
			DoA(F&C), Bengaluru	1	
			DG(A), Central, Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			PAG(Audit-I), Karnataka	2	
			PDA(Central), Bengaluru	2	
18	Refresher course on Data Analysis using Excel for A&E offices to those who attended the course in Jun, 2020	27-12-2021 to 28-12-2021 (2 days)	PAG(A&E), AP	6	15
			AG(A&E), TS	6	
			PAG(A&E), Karnataka	3	
19	Oracle DBMS concepts, SQL Queries and introduction to DBA	03-01-2022 to 07-01-2022 (5 days)	PAG(Audit), AP	4	18
			AG(Audit), TS	2	
			PAG(A&E), TS	6	
			PAG(A&E), AP	1	
			DoA(F&C), Hyderabad	1	
			PAG(Audit-I), Karnataka	1	
			AG(Audit-II), Karnataka	1	
			DoA(F&C), Bengaluru	1	

			PAG(A&E), Karnataka	1	
20	Refresher course on Data Analysis using Excel for Audit offices to those who attended the course in Oct, 2021	24-01-2022 to 25-01-2022 (2 days)	PAG(Audit), AP	7	18
			AG(Audit), TS	3	
			DG(A), Central, Hyderabad	1	
			DoA(F&C), Hyderabad	1	
			PDA(SCR), Secunderabad	1	
			DoA(Navy), Vizag	1	
			PAG(Audit-I), Karnataka	2	
			PDA(SWR), Hubli	1	
			PDA(Central), Bengaluru	1	
21	Audit in IT environment (Batch - II)	14-02-2022 to 19-02-2022 (6 days)	PAG(Audit), AP	5	18
			AG(Audit), TS	3	
			DG(A), Central, Hyderabad	1	
			DGCA, Hyderabad	1	
			DoA(F&C), Hyderabad	1	
			PAG(Audit-I), Karnataka	1	
			DoA(F&C), Bengaluru	1	
			PDCA & MAB, Bengaluru	1	
			PDA(Central), Bengaluru	1	
			PDA(SCR), Secunderabad	1	
			PDA(SWR), Hubli	1	
PAG(A&E), Karnataka	1				
22	Advanced Excel (Batch - II)	23-02-2022 to 25-02-2022 (3 days)	AG(Audit), TS	3	18
			PAG(Audit), AP	5	
			AG(A&E), TS	5	
			DGCA, Hyderabad	1	
			PDA(SWR), Hubli	1	
			DoA(F&C), Bengaluru	1	
			PAG(A&E), Karnataka	1	
			PDA(Central), Bengaluru	1	
23	Refresher course on Data Analysis using Excel for A&E offices to those who attended the course in August 2021	03-03-2022 to 04-03-2022 (2 days)	PAG(A&E), AP	6	15
			AG(A&E), TS	6	
			PAG(A&E), Karnataka	3	
24	Refresher course on Data Analysis using Excel for Audit offices to those who attended the course in Dec, 2021	21-03-2022 to 24-03-2022 (2 days)	PAG(Audit), AP	9	18
			PAG(Audit), TS	2	
			DoA(F&C), Bengaluru	1	
			DG(A), Central, Hyderabad	1	

			PDA(SCR), Secunderabad	1	
			PAG(Audit-I), Karnataka	2	
			PDA(Central), Bengaluru	2	