

TRAINING CALENDER FOR THE YEAR 2024-25

| course type | Name of the Training | Entry Behaviour | Starting Date | End Date | slots | max capacity |
|-------------|---|---|---------------|------------|-------|--------------|
| General | MCTP Level 2 | AAOs with 7 or more years of qualifying service in the grade as on 01.01.2024 | 2024-04-01 | 2024-04-06 | 20 | 25 |
| General | Compliance Audit | Auditor & above and who are part of Compliance Audit Parties | 2024-04-01 | 2024-04-03 | 17 | 25 |
| Hybrid | OIOS training for Recently appointed Auditors (Batch 1) | Recently appointed Auditors | 2024-04-03 | 2024-04-05 | 19 | 25 |
| General | Pre-Retirement Planning Training (Batch-1) | Officers/Officials retiring in next six months | 2024-04-15 | 2024-04-17 | 15 | 25 |
| General | Administrative Issues (Batch-1) | Auditor and above | 2024-05-06 | 2024-05-10 | 22 | 25 |
| IT | Tableau | AAO & above having knowledge in basic excel | 2024-05-06 | 2024-05-08 | 12 | 25 |
| Hybrid | OIOS training for Recently appointed Auditors (Batch 2) | Auditor | 2024-05-13 | 2024-05-15 | 18 | 25 |
| General | e-Office (Batch-1) | Auditor and above | 2024-05-20 | 2024-05-22 | 27 | 30 |
| IT | Data Analytics | AAO and above having basic knowledge in MS Excel | 2024-05-27 | 2024-05-31 | 10 | 25 |
| IT | Audit in IT environment | Sr Auditors & above with basic knowledge of MS Excel | 2024-06-10 | 2024-06-14 | 12 | 25 |
| General | PFMS&BEMS | Auditor & Above who are using PFMS/BEMS | 2024-06-10 | 2024-06-11 | 13 | 25 |
| Hybrid | OIOS training for Recently appointed Auditors (Batch 3) | Auditor | 2024-06-19 | 2024-06-21 | 18 | 25 |
| General | Six Week Orientation Training for DRAAOs/DPAAOs/Supervisors | DRAAOs/DPAAOs/Supervisors who are yet to undergo orientation training. Refer to email dt:29-12-2023 | 2024-07-01 | 2024-08-12 | 0 | 30 |
| Hybrid | OIOS training for Recently appointed Auditors (Batch 4) | Auditor | 2024-07-03 | 2024-07-05 | 18 | 25 |
| General | Commercial Audit | AAO and Above | 2024-07-08 | 2024-07-11 | 20 | 25 |
| IT | Toolkits | AAO and above | 2024-07-08 | 2024-07-10 | 14 | 25 |

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| IT | MS-Excel - Advanced | Auditors & Above with excel knowledge | 2024-07-22 | 2024-07-24 | 20 | 25 |
| General | KSAAD Training under TGS | KSAAD Staff | 2024-07-22 | 2024-07-24 | 0 | 25 |
| IT | Presentation Skills with MS Power Point | AAO and above | 2024-08-01 | 2024-08-02 | 17 | 25 |
| General | e-procurement | Auditor and above | 2024-08-05 | 2024-08-05 | 17 | 25 |
| General | Disciplinary proceedings and Legal Matters | AAO and above | 2024-08-05 | 2024-08-07 | 15 | 25 |
| Hybrid | OIOS training for DRAAOS CGLE 2019,20,21 (Batch 1) | DRAAOS CGLE 2019,20,21 (Batch 1) | 2024-08-07 | 2024-08-09 | 20 | 25 |
| IT | IT Audit & Information system and backup recovery | AAOs & Above | 2024-08-22 | 2024-08-23 | 16 | 25 |
| General | MCTP Level 3 (Batch-1) | Combined service of 12 or more years in AAO and SAO cadre as on 01.01.2024 | 2024-08-26 | 2024-09-02 | 21 | 25 |
| Hybrid | OIOS training for DRAAOS CGLE 2019,20,21 (Batch 2) | DRAAOS CGLE 2019,20,21 (Batch 2) | 2024-09-02 | 2024-09-04 | 19 | 25 |
| General | Performance Audit | AAO and above | 2024-09-09 | 2024-09-12 | 16 | 25 |
| IT | IDEA (CAATs) | Auditors and above with basic knowledge of MS Excel | 2024-09-17 | 2024-09-20 | 26 | 25 |
| General | Administrative Issues (Batch-2) | Auditor and above | 2024-09-23 | 2024-09-27 | 21 | 25 |
| Hybrid | OIOS training for DRAAOS CGLE 2019,20,21 (Batch 3) | DRAAOS CGLE 2019,20,21 (Batch 3) | 2024-10-07 | 2024-10-09 | 20 | 25 |
| General | KSAAD Training under TGS (Batch-2) | KSAAD Staff | 2024-10-21 | 2024-10-23 | 0 | 25 |
| IT | Advanced MS Access with MS Excel | Auditors & above with MS Excel knowledge | 2024-10-21 | 2024-10-25 | 21 | 25 |
| General | Pre-Retirement Planning Training (Batch-2) | Officers/officials retiring in next six months | 2024-11-04 | 2024-11-06 | 7 | 25 |
| IT | OIOS Workshop for Field parties | Auditor and above | 2024-11-06 | 2024-11-08 | 18 | 25 |
| General | Works Audit | AAO and above | 2024-11-11 | 2024-11-13 | 20 | 25 |
| General | All India Training on Audit of Autonomous Bodies | AAO and above | 2024-11-25 | 2024-11-29 | 17 | 30 |
| IT | Data Analytics | AAO & above | 2024-11-25 | 2024-11-29 | 19 | 25 |
| General | MCTP Level 3 (Batch-2) | Combined service of 12 or more years in AAO and SAO cadre as on 01.01.2024 | 2024-12-02 | 2024-12-09 | 19 | 25 |

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| Hybrid | OIOS Workshop for HQ personnel | Auditor and above | 2024-12-04 | 2024-12-06 | 20 | 25 |
| IT | Audit in IT environment | Sr.Auditors & above having basic knowledge of MS Excel | 2024-12-16 | 2024-12-20 | 10 | 25 |
| General | RTI Act | AAO and above | 2024-12-30 | 2024-12-30 | 12 | 25 |
| General | All India Training on Financial Audit | AAO and above | 2025-01-06 | 2025-01-10 | 19 | 30 |
| Hybrid | OIOS training for DRAAOS CGLE 2019,20,21 (Batch 4) | DRAAOS CGLE 2019,20,21 (Batch 4) | 2025-01-06 | 2025-01-08 | 20 | 25 |
| General | Six Week Orientation Training for DRAAOs/DPAAOs/Supervisors | DRAAOs/DPAAOs/Supervisors who are yet to undergo orientation training. Refer to email dt:29-12-2023 | 2025-01-20 | 2025-02-28 | 0 | 30 |
| IT | Tally ERP | AAOs & Above | 2025-01-20 | 2025-01-23 | 10 | 25 |
| General | Commercial Audit (Batch-2) | AAO and above | 2025-02-03 | 2025-02-06 | 18 | 25 |
| Hybrid | OIOS training for DRAAOS CGLE 2019,20,21 (Batch 5) | DRAAOS CGLE 2019,20,21 (Batch 5) | 2025-02-05 | 2025-02-07 | 21 | 25 |
| IT | All India Workshop on Cyber Security | Group A & B officers | 2025-02-24 | 2025-02-24 | 0 | 25 |
| Hybrid | OIOS Lead Trainers(Advanced) | AAO and above | 2025-03-03 | 2025-03-07 | 22 | 25 |
| General | Ethics and Gender sensitization | All cadres | 2025-03-10 | 2025-03-11 | 16 | 25 |
| General | e-Office (Batch-2) | Auditor and above | 2025-03-14 | 2025-03-14 | 26 | 30 |