



**SYSTEMATIC INSTITUTE OF
ECONOMIC RESEARCH & DEVELOPMENT**

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To
The Director / Registrar
HOD/ Heads of Personnel/Admin/Vigilance/HRD
All the Govt. Deptts, Autonomous Bodies & PSUs
Chairmen/CMDs/CEOs of Ports, Boards, Public Sector Banks,
Insurance Corporation and other Financial Institutions

**One Week Comprehensive Workshop On
"Financial Management, Accounting & Audit in Autonomous
Institutions"**

Date 6th to 10th January 2025 at Port Blair (A&N)

Sir/Madam,

Greetings from **Systematic Institute of Economic Research & Development (SIERD)** New Delhi.

Our Institute has been organizing premier training programmes on application, interpretation and evaluation of statutory rules on Service, Finance matters and Human Resources in Government, Semi-Government organisations and Autonomous Bodies handled by a team of competent and dedicated trainers. Based on the requirements received from our client organizations, we are organizing the below mentioned workshop / training program.

INTRODUCTION:-

All Autonomous Bodies are required to balance between social objectives and the mainstream functions. They also need to keep pace with the changing socio-cultural environment and technological developments. Since most of them are funded by the government, it is imperative that they have a public accountability. To ensure transparency in their operation, efficiency and sustainability in their activities and programmes, a good knowledge and understanding is required in the areas of accounting systems, financial management and audit with a good exposure in both conceptual and practical aspects of these functional areas.

WHO SHOULD ATTEND :-

The programme is designed for Middle and Senior Level officials of Autonomous Institutions in the areas of Finance, Accounts, Purchase and Administration in the relevant functional area.

FACULTY: - The Sessions will be conducted by highly experienced faculty on interactive. Individual questions/doubts and their clarifications would be encouraged.

WORKSHOP DURATION:-

It will be one week workshop. The Programme will commence at **10:00AM on 06.01.2025** and will conclude at **05:00PM on 10.01.2025**

COURSE OUTLINE:-

- Fundamental of Financial Management and Accounting
- Discussion on Accounting Standards Applicable for Autonomous Institutions
- Preparation and Interpretation of Final Accounts
- Book Keeping Accounting
- Discussion on TSA, CNA and ZBSA
- Discussion on Income Tax and GST
- Discussion on Relevant GFR Rules and Applicable Abs
- Fund Based Accounting for Extra Mural Grants
- Discussion on Statutory Audit, Departmental Audit and CAG Audit
- Discussion on Personal Finances, Building a Corpus fir Retirement and Risk Averse Financial Management

FEE:-

Residential on Single Occupancy: Rs. 55000 + 18% GST total Rs.64900/- Per Participant

Residential on twin sharing basis Rs. 40000 + 18% GST = Total Rs. 47200/- Per Participant

Non-Residential: Rs. 25000 + 18% GST = Total Rs. 29500/- Per Participant

Twin Sharing is available only for organizations nominating two officials (same gender). The participation fee for residential participant covers the cost of lodging, boarding, meals & study material of the participants. Spouse/ family members are welcome on additional all-inclusive nominal charges in case nomination of the participant is on single Occupancy. Participation fees for non- residential participant include cost of lunch and study material.

RESIDENTIAL CANDIDATE:- Check in 05th Jan. 2025 (afternoon) & Checkout 11th Jan. 2025 (11:00AM)

PLACE OF STAY & WORKSHOP:- Any Hotel / Resorts at Port Blair (A&N).

LAST DATE:- Last Date of Accepting nominations is 26.12.2024. Nomination can also be forwarded after the last date on Enquiry/Confirmation.

NOMINATION: -

The Organization may please send the nominations stating the participants Name, Designation, their Mobile No. and Contact No. & e-mail ID. Kindly also provide GSTIN of your organization at time of Nomination. For making payment through DD/Cheque/NEFT/Pay Order/PFMS/IMPS/RTGS drawn in favor of "**Systematic Institute of Economic Research & Development**" payable at New Delhi. NEFT payment may be made direct to Current A/c No. **6231020000135 (IFSC Code BARB0VJMAYA, MICR NO. 110012391) Bank of Baroda, Mayapuri Branch, New Delhi** under intimation by email. PAN No. BXPPK7937K **GSTIN- 07BXPPK7937K1ZN**

Since limited seats are available for the present workshop, nominations will be accepted on first-cum-first-serve basis. Nomination once confirmed cannot be cancelled; however substitution of participant is permissible. In case nominated participant is not able to attend the workshop due to any reason and no substitution is made, fees shall be payable.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from this opportunity.

We shall be glad to accommodate the nominations from your organization.



Neeraj Kumar

Program Coordinator

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