

Orientation training for DRAAO's (Probationers) of 2017 Batch

Name of the DRAAO's (Probationers)	Name of the officer S/Sh./Date	Contents
	13.07.2020	
	Rajinder Verma SAO Morning Session	1) Overview of offices/wings of IAAD and their mandate 2) Organisational Set up & mandate of our Audit Office 3) An Overview of role and responsibilities of SAO/AAO
1. Neha Panwar 2. Manusmiriti 3. Rupali Sharma 4. Priyanka Chaudhary 5. Pooja Tomar (Comm)	Ramesh Chand Chauhan SAO Afternoon Session	1) Audit Control - Role of Committees of the Legislature –Public Accounts Committee and Committee on Public Undertakings. 2) Constitution of India and C&AG's DPC Act 3) Regulations on Audit & Accounts, 2007
	14.07.2020	
6. Shashi Bhushan Kumar 7. Shashi Kumar Gupta 8. Vimal Chauhan 9. Dinesh Yadav 10. Tenjender Singh 11. Kumar Aman	Rakesh Bhan SAO Morning Session	1) Audit planning, Programming Execution, Reporting (Inspection Reports) 2) Drafting of Audit Memos, Paras and Inspection Reports 3) Detailed procedure for registration and clearance of objections raised during the Audit
	Hari Singh Verma SAO Afternoon Session	1) Performance Audit (scope, Objectives and criteria) 2) Methodology, collection of evidence and documentation, Reporting
	15.07.2020	
	Manohar Lal Grewal SAO 10 AM-11:30 AM	1) Understanding Finance Accounts & SFRs 2) Types of Government Accounts
	Hari Singh Verma SAO 11:45-1:00PM	Audit Reports (Civil) (Case study discussion of one PA)
	Pankaj Ramdev SAO 2:00 PM -3:30	Audit Reports (PSU) (Case study discussion of one PA)
	Shail Gupta SAO 3:45 PM-5:30	Audit Reports (Revenue) (Case study discussion of one PA)

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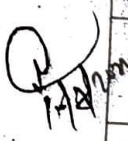
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 Naresh Thakur AAO Morning session	16.07.2020	1. Medical Attendance Rules/LTC Rules 2. CCS (Leave) Rules 3. Travelling Allowance Rules
	Ashok Rana SAO Afternoon session	4. Procurement of Goods and Services – GeM Portal 5. General Financial Rules

Davinder Nath Mehta SAO Morning session	17.07.2020	1. Handling Administrative Matters 2. Gender Sensitisation 3. CCS (Conduct) Rules and CCS (CCA) Rules
	Sh. Sushant Ranjan D.A.G (Admn) Afternoon session	Interaction/feedback with all 11 DRAAOs

Morning Session	10.00 AM to 1.00 PM
Afternoon Session	02.00 PM to 05.00 PM

Sr. Auditor (Admin)

 10/07/20