

ATI-3/Trg. Financial Procedure/17-18
Date: 21 July 2017

Yashada Pune arranges a Training Programme on Financial Management during 18- 20 August 2017. Kindly send the nominations for this course before 11th August 2017..

1. Contents of the Course:

1. Describe the Role and Responsibility of DDOs
2. Describe the important provisions of GST and Income tax Act
3. Describe the Procurement Procedures and e-tendering
4. Effective use of Excel in Financial Management
5. Visit to MAHAKOSH

2. Who should attend:

The course introduces participants the financial procedures of GoM. It will help them to administer various financial matters effectively and efficiently. So it is designed for Class I Officers/Administrative Officers Group I, who are working in the various establishments Of Govt. of Maharashtra.

3. Course duration: 3 days

4. Location: YASHADA, Pune

5. Course Fees: Since Course is sponsored by DoPT, New Delhi, no Course fee is charged for this course.

6. Date of Report: The Officers should join this training latest by 9.00 a.m. on 18th August 2017 , only after obtaining confirmation from YASHADA either by Phone or by Email.

7. Availability of seats: Maximum 25 participants will be accommodated in one batch and registration will be made on first comes first basis

8. Contact Details:

Pl. send your nominations to Deepa Deshpande, Associate Professor and Course Director, YASHADA on deepa.deshpande@yashada.org (Contact No: 020-25608203).

SD/-
(Deepa Deshpande)
Associate Professor &
Course Director, Yashada