

No. 54-8/2024/CIP-Trg.
Government of India
Department of Telecommunications
212, Mahanagar Doorsanchar Bhawan, JLN Marg, New Delhi-110002
(Capacity Building & Training Division)

Dated:09-10-2024

Office Memorandum

Subject: Inviting nominations for 3rd Common In-Service Training Programme on “Telecom Finance & Financial Management” for Mid & Senior officers (JAG and above) of all cadres scheduled from 11.11.2024 to 14.11.2024 -reg.

National Communication Academy (NCA-F, Ghitorni) is conducting the 3rd Common In-Service Training Program for Mid & Senior officers (JAG and above) of all cadres of the Department of Telecommunications on “**Telecom Finance & Financial Management**” scheduled from **11.11.2024 to 14.11.2024**. Details of the course are as below:

Name of the Course	Telecom Finance & Financial Management
Duration	11.11.2024 to 14.11.2024
Venue	National Communications Academy - Finance (NCA-F), Ghitorni. Near Pillar No. 152, Opp- SSB Mehrauli Gurugram Road, Ghitorni New Delhi – 110047
Last date of receipt of nomination	25 th Oct -2024

2. This programme aims to provide participants with an overview of Telecom Finance & Financial Management. The program will cover the following topics:

- i. Basics of Financial Statements
- ii. Analysis of Financial Statement with case studies of TSPs
- iii. Financial Provisions of various License Agreements
- iv. LF Assessment including Deduction Verification process
- v. SUC Assessment of Access Licensees
- vi. Various provisions of IBC including status of Govt. dues, CIRP proceedings etc
- vii. Public Procurement including Contract management
- viii. General Financial Rules and Financial Propriety
- ix. Budget Formulation, Appropriation, RE/BE and Expenditure Control
- x. Government Accounting Rules and Procedures
- xi. USOF: Disbursal and Verification

3. Nominations are called from all eligible officers of DoT in the prescribed nominations proforma (Annexure-I) through proper channels. The nomination may be sent by mail to "dirtrg-dot@gov.in " with cc to " adet.trg-dot@gov.in " by the **25th Oct. 2024.**

**Signed by Pankaj Kumar
Salodia**

**Date: 09-10-2024 15:18:18
(Pankaj Kumar Salodia)**

**Director (Training-I), DoT HQ
Ph. No. 011-23210148**

Encl: As above

To,

1. DG Telecom, DoT HQ, New Delhi
2. CGCA, DoT, New-Delhi
3. Administrator (USOF), DoT HQ, Sanchar Bhawan, New Delhi.
4. CVO, DoT, Sanchar Bhawan, New Delhi.
5. Wireless Advisor, DoT Hq, Sanchar Bhawan, New Delhi.
6. DG NTIPRIT, Ghaziabad
7. Sr. DDG (TEC)/Sr. DDG (NCCS).
8. DDG (E&T), DoT HQ, Sanchar Bhawan, New Delhi- i.r.o. IP&TAFS cadre officers.
9. Sr. DWA (Coordination and Admin), DoT HQ, Sanchar Bhawan, New Delhi i.r.o. IRRS cadre officers.
10. All DDGs of DoT HQs
11. To all eligible officers through e-office Notice Board & DoT Website.

Copy to

1. PPS to Secretary(T)
2. PPS to Member(S)/Member(T)/Member(F)

Proforma for sending Nomination

A. Details of training program

Name of the Course	Telecom Finance & Financial Management
Duration:	11.11.2024 to 14.11.2024
Location	NCA-F, Ghitorni

B. Details of officer being nominated

Name of officer	
Designation	
DoB	
Cadre and allotment year	
Staff No.	
Email ID	
Phone number (Office & mobile)	
Office Address	
Work Profile in brief	

(Signature of the officer)

Date:

Place:

C. Details of controlling officer

Name of controlling officer	
Designation & Office	
Email ID	
Phone number (Office & mobile)	
Training recommendation remarks	

(Stamp & Signature of the controlling officer)