



कार्यालय रक्षा लेखा महानियंत्रक
OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS
प्रशिक्षण एवं विकास केन्द्र (सेन्ट्रड)
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No. TD/3169/ALTAC/Faculty

Date: 29th Jan, 2018

To

1. All RTCs/NADFM/DPTI/OTI
2. PAs to Addl. CGDA (HRD) and Jt. CGDA (AN)
3. Members / Special Invitees

Subject: Minutes of XXII meeting of Apex Level Training Advisory Council (ALTAC): reg.

22nd Apex Level Training Advisory Council (ALTAC) Meeting was held on 5th Jan 2018 at CENTRAD, CGDA, Brar Square, Delhi Cantt.

2. The Minutes of the meeting duly approved by the Chairperson of the 22nd ALTAC Meeting are enclosed herewith for kind information and necessary action please.

(Hari Har Mishra)
Jt. CGDA (HRD)

Copy to:

1. EDP Wing (Local) - for uploading on CGDA website.

(Hari Har Mishra)
Jt. CGDA (HRD)

MINUTES OF XXIInd APEX LEVEL TRAINING ADVISORY COUNCIL (ALTAC)

The XXII ALTAC (Apex Level Training Advisory Council) meeting was held on 5th January, 2018 at 11:00 AM in the Conference Hall of CENTRAD, CGDA Brar Square, Delhi Cantt. The meeting was chaired by Smt. Veena Prasad, IDAS, CGDA.

The following officers were present during the meeting:

- | | | | |
|---------|---|---|------------------|
| (i) | Shri P.N. Sukul, IDAS, Addl. CGDA (HRD) | : | Member |
| (ii) | Shri Upender Sah, IDAS, Addl. CGDA | : | Special invitee |
| (iii) | Shri S.G.Dastidar, IDAS, PIFA (Army-M) | : | Special invitee |
| (iv) | Shri Saroj Kumar, IDAS, Controller, RTC Lucknow | : | Member |
| (v) | Shri R.K Arora, IDAS, IFA (TC) Bengaluru | : | Special invitee |
| (vi) | Dr. Mala Iyenger, IDAS, IFA (R&D) New Delhi | : | Special invitee |
| (vii) | Smt. K. Inderjeet Kumar, IDAS, CDA, RTC Bangalore | : | Member |
| (viii) | Shri Sham Dev, IDAS, Jt. CGDA (AN) | : | Member |
| (ix) | Shri R.N. Biswas, IDAS, Controller, RTC Kolkata | : | Member |
| (x) | Shri Mihir Kumar, IDAS, Director NADFM Pune | : | Member |
| (xi) | Shri T. Rambabu, IDAS, CDA Secunderabad | : | Special invitee |
| (xii) | Dr. Gurpreet Kaur, IDAS, Controller, DPTI Allahabad | : | Member |
| (xiii) | Shri T.K. Jajoria, IDAS, Controller, RTC Meerut | : | Member |
| (xiv) | Shri Manish Tripathi, IDAS, Jt. CGDA (IT & S) | : | Member |
| (xv) | Shri Hari Har Mishra, IDAS, Jt. CGDA (HRD) | : | Member Secretary |
| (xvi) | Shri T. Kabilan, IDAS, Dy. CGDA (HRD) | : | |
| (xvii) | Shri Mustaq Ahmad, IDAS, Dy. CGDA (AN) | : | Special invitee |
| (xviii) | Shri Arvind Kumar Wani, IDAS, Dy. CGDA (IT) | : | Special invitee |

2. Jt. CGDA (HRD) welcomed CGDA and all the members of ALTAC XXII and Special invitees. He also conveyed that this meeting is being held after a gap of about one year.

3. The Committee Confirmed the minutes of XXIst meeting of ALTAC held on 1st December, 2016 at CDA RTC (SR) Bengaluru. While reviewing the action taken on the decision of previous meeting, CGDA directed that wherever action is pending a timeline should be indicated. The following points were discussed:

a. The inter-RTC meeting should be organised during the Training and Development Week or through Video Conferencing depending on the availability of resources or constraints.

(Action – All RTCs)

b. The ALTAC meetings should be conveyed bi-annually.

(Action – CENTRAD)

c. New Training and Development Policy of the department should be drafted at the earliest by the Committee constituted for the purpose in which recommendations of controllers conference and from the committee on IT road map for DAD be incorporated.

(Action – Concerned Committee)

d. The orders on training allowance to Controllers RTCs issued by HQrs office be modified and allowance should be sanctioned to those controllers who have additional charge of RTC. It has been decided to examine the issue on file in HQrs office.

(Action – CENTRAD)

4. Various Agenda Points for the XXII meeting of ALTAC were discussed which are given below:

i. **Training Budget:** It was decided that the allotment under training budget should be released to all training institutes well within time. The breakup details of components to be booked under office Expense head and under training head will be circulated to all Training institutes after taking views of Admin Section. It has also been agreed that separate allotment of funds for maintenance of infrastructure will be given by Admin Section of HQrs office.

(Action – CENTRAD & Admin)

ii. **e – Learning Module:** The Concept of e- Learning Module was agreed to. Director NADFM Pune was asked to do a Pilot Project and start with accounting module which would be followed by audit module. The certificates will also be issued after Completion of Course.

(Action – NADFM Pune)

iii. **Knowledge Management Centre:** The manuals and orders are available on the CGDA's Wan (access. DAD). All training establishments could use E-Sankalan for the purpose.

(Action – All RTCs)

iv. **Reimbursement of course fee for professional Certificate Courses:** The issue will be examined on file in the HQrs office after receipt of Proposal.

(Action – Admin Section)

v. **Case Studies:** The Case studies are uploaded on the CGDA HQrs Website and the same could be utilized by RTCs for their training.

(Action – All RTCs)

vi. **Induction Training for Clerks/ Auditors:** It was decided that the Induction Training for newly recruited Auditor/ Clerks will continue to be conducted for 8 Weeks as per provisions contained in Training & Development Policy – 2013.

(Action- All RTCs)

vii. **Foreign Training:** Foreign Training of IDAS officers is under Process. The proposal of MCTP Phase – IV (Foreign Component) at University of Berkeley & International training for Senior level officers at UK through IIPA are under consideration with MoD Finance. The Committee has also been Constituted for exploring the foreign training with reputed institute like Defence Acquisition University (USA). The foreign training of JAG level officers on International Accounting and Budgeting is being conducted through NIFM, Faridabad.

It was also decided that foreign training of officers at the level of SAOs/ AOs/AAOs should be reviewed to get them exposure and motivation.

(Action- CENTRAD)

viii. **Authorisation of Faculty:** The authorisation of faculty in training establishments recommended by the Committee constituted for the same and approved by the CGDA have already been issued. Screening / posting of faculty is under process.

(Action- CENTRAD)

ix. **Utilisation of Infrastructure of Training Establishments:** It was decided that necessary Guidelines regarding use of infrastructure will be issued by Admin Section of HQrs office.

(Action- Admin)

x. **Defence Financial Management Course (DFMCs)** : All training establishments expressed their concern for conducting of DFMCs due to paucity of faculty and non-serious attitude adopted by the Services side during DFMC. Also due to implementation of GST and GeM it was felt to review the syllabus and faculty.

It was decided to constitute a Committee for revision of syllabus for all three Services (Army, Air Force & Navy) at HQrs level and Command level. Also nominate expert officers as Guest faculty for the topics pertaining to DAD. Retired officers should also be considered for delivering lectures on different topics. The Committee should give the report within one month.

(Action- CENTRAD)

xi. **Training Jurisdiction of RTCs**: It was agreed that the Committee constituted for drafting new training & Development Policy will also recommend the training Jurisdiction of all training establishments and areas of Excellence.

(Action- By Committee)

xii. Revision **of course schedule for "Induction course of SAS Passed Candidates"**: It was decided that the present module of 4 Weeks will continue.

(Action – All RTCs)

xiii. **Construction of new accommodation at Kolkata**: It was decided that RTC Kolkata will forward the proposal and include in the perspective plan and send to Admin Section of HQrs office for their necessary action.

(Action- RTC Kolkata & Admin)

5. **Miscellaneous Points:**

- a) Conducting of region wise training for LAOs (Army,AF,Navy).
- b) Training issues from Minutes of Controllers Conference 2017.
- c) Training issues from Committee on IT road map for DAD.
- d) Revamping of All India DAD QUIZ Contest Rules.
- e) Training at nearby RTCs for General Courses.
- f) Uniformity in Training Modules.
- g) Uniformity in Study Materials.
- h) Selection / retention of faculty.
- i) Training for Participants from Andaman & Nicobar Islands under RTC Kolkata.

All the above issues will be considered by the Committee Constituted for drafting new Training & Development Policy.

(Action: Committee)

6. The special invitees gave the detailed feedback of Mid-Career Training Programme of IDAS officers (Domestic Component) being conducted by IIM Bangalore for all three phases. They have expressed their satisfaction and felt opened that the course has been well designed and all the Guest Faculty are expert in their respective areas. They felt that the course was very useful and suggested to all officers to undergo such courses for the benefit of the Department. They have suggested that all the Participating officers should be issued proper instructions before commencement of course.

(Action – CENTRAD)

The meeting ended with Vote of thanks by Dy. CGDA (HRD).