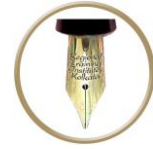




**INDIAN AUDIT & ACCOUNTS DEPARTMENT**  
**REGIONAL TRAINING INSTITUTE, KOLKATA**  
3<sup>rd</sup> MSO Building, CGO Complex, 5<sup>th</sup> Floor, 'A' Wing  
DF Block, Salt Lake, Sector – 1, Kolkata – 700 064.



Course Title: **Right to Information Act including Court Cases.**

Course Duration : **2 days**

Participants: **Gr. B and C Officers**

Day	Session-I 10.30 hrs. to 11.45 hrs	Session-II 12.00 hrs. to 13.15 hrs.	Session-III 14.15 hrs. to 15.30 hrs	Session-IV 15.45 hrs. to 17.00 hrs.
08.05.17	Inauguration/PD RTI	RTI Act 2005 & role of CPIO	RTI Act 2005 & role of CPIO	Benefits, Challenges, Exclusions, Appeals.
	Historical Background of The Right to Information Act in India.			
Speaker	<b>Shri Rahul Kr.Samanta , Jt. Commissioner Department of Excise W.B</b>			
09.05.17	Case studies.			
Speaker	<b>Shri Rahul Kr.Samanta , Jt. Commissioner Department of Excise W.B</b>			

**Tea Break-11:45 to 12:00 hrs & 15:30 hrs to 15:45 hrs.**

**Lunch Break : 13:15 hrs to 14:15.hrs**

**Training Methodology:**

- 1. Focus on holistic learning**
- 2. Customized training module**
- 3. Talk, Tell & Show**
- 4. Practice sessions**
- 5. Personal Counselling and Guidance**

**NB** : Training Materials for this training programme are available at RTI/Kolkata's website  
(rtikolkata.cag.gov.in)

**Course Title:-Training Programme on “Awareness of International Standards of Supreme Audit Institutions (ISSAIs)”**

**Speaker:- Shri F. Bandyopadhyay, ACMA,CIMA,Audit Officer/RTI Kolkata**

**Course Duration : 3 days**

**Participants: Gr. B Officers**

<b>Date</b>	<b>Session-I 10:30 a.m.-11:45 a.m.</b>	<b>Session-II 12:00 p.m -1:15 p.m.</b>	<b>Session-III 2:15 p.m.-3:30 p.m.</b>	<b>Session-IV 3:45-5:00 p.m.</b>
<b>16.05.17</b>	Introduction to ISSAIs Level Two ISSAIs	Level Two ISSAIs	ISSAIs on Financial Audit	ISSAIs on Financial Audit
Speaker				
<b>17.05.17</b>	ISSAIs on Performance Audit	ISSAIs on Performance Audit	ISSAIs on Compliance Audit	ISSAIs on Compliance Audit
Speaker				
<b>18.05.17</b>	INTOSAI GOV 9100 to 9199	INTOSAI GOV 9100 to 9199	INTOSAI GOV 9100 to 9199	Summary and closure
Speaker				

**Tea Break-11:45 to 12:00 hrs & 15:30 hrs to 15:45 hrs.**

**Lunch Break : 13:15 hrs to 14:15.hrs**

**Training Methodology:**

- 1. Focus on holistic learning**
- 2. Customized training module**
- 3. Talk, Tell & Show**
- 4. Practice sessions**
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Course Title : **Regional Language (Bengali)**

Course Duration : **5 days**

Faculty : **Shri Swapan Bandyopadhyay, Ex. Sr. AO, O/o the DGA (Central), Kolkata**

**Participants: Gr. B and C Officers**

<b>Date</b>	<b>Forenoon Session</b> 10.30 hrs. to 11.45 hrs – 12.00 hrs. to 13.15 hrs.	<b>Afternoon Session</b> 14.15 hrs. to 15.30 hrs. – 15.45 hrs. to 17.00 hrs.
<b>22.05.17</b>	Inaugural address:-Pr.Director/RTI	Alphabets & Words in Bengali and conversion in Hindi, English for interpretation.
	Alphabets & Words in Bengali and conversion in Hindi, English for interpretation.	
<b>23.05.17</b>	Grammar & formation of sentences. Tense and correction of errors	Grammar & formation of sentences. Tense and correction of errors
<b>24.05.17</b>	Development of ideas on communication.	Paragraph writing and reading
<b>25.05.17</b>	Letter writing including official matter.	Dialogue on official matter with narration.
<b>26.05.17</b>	Translation & Retranslation	<b>Test /Valediction</b>

Tea Break-11:45 to 12:00 hrs & 15:30 hrs to 15:45 hrs.

Lunch Break : 13:15 hrs to 14:15.hrs.

**Training Methodology:**

- 1. Focus on holistic learning**
- 2. Customized training module**
- 3. Talk, Tell & Show**
- 4. Practice sessions**
- 5. Personal Counselling and Guidance**

**NB** : Training Materials for this training programme are available at RTI/Kolkata's website (rtikolkata.cag.gov.in)