

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS
CENTRE FOR TRAINING AND DEVELOPMENT (CENTRAD)
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No. TD/3150/Services/DFMC/2017

Date: 21.02.2017

To

Principal Director (Financial Planning)
Directorate of Financial Planning
IHQ of MoD (Air Force)
Vayu Bhawan,
New Delhi – 110106.

Subject: DFMC Schedule for 2017-18.

After revision of the schedule for Defence Financial Management Courses and availability of suitable faculty for the courses, the finalised list of courses for Command HQrs. of Indian Air Force to be organised in 2017-18 is as under:

Sl. No.	Venue	Command	Conducting Organisation	Remarks
1.	Bengaluru	TC	RTC Bengaluru	RTC Bengaluru will coordinate the programme with HQ TC
2.	Gandhinagar	SWAC	HQ SWAC	NADFM Pune will coordinate the programme with HQ SWAC.
3.	Shillong	EAC	HQ EAC	RTC Kolkata will coordinate the programme with HQ EAC.
4.	Nagpur	MC	HQ MC	NADFM Pune will coordinate the programme with HQ MC.
5.	Allahabad	CAC	HQ CAC	RTC Lucknow will coordinate the programme with HQ CAC.

2. In addition, one Service HQ level course for Indian Air Force is scheduled to be held at CENTRAD, Brar Square during 19 April 2017 to 21 April 2017. Suitable officers for the courses may please be nominated and informed by 20 March, 2017. Some of the sessions are to be taken by the Service Officers. Please provide details of the faculty members for the relevant sessions. Each

course at Service HQ level and Command HQ level will have 25 participants from the Services and 5 participants from IDAS officers.

3. Dates of the DFMC may be decided mutually by the respective RTCs/CsDA/PCsDA and the Command HQrs. The dates may be intimated to the CENTRAD by 20 April 2017.

4. A copy of the approved schedule for the three day course for Service HQ level and three days course for Command HQ level is annexed.

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Sr. Dy. CGDA (HRD)

Copy to:

1. NADFM/Regional Training Centres : For information and necessary action.
- ✓ 2. Sr. ACGDA (IT) : For uploading on the website.

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Sr. Dy. CGDA (HRD)

Defence Financial Management Course (Air Force) 2017-18
(HQrs level three days)

Sl. No.	Topic	No. of Sessions	Faculty
1.	<p>Role & Responsibilities of MOD/Services and DAD in management of Defence Finance</p> <ul style="list-style-type: none"> • Overview of defence financial management – planning, budgeting, delegation of powers, procurement system and its accounting and audit • Role of Ministry/Services/DAD at each of these stages 	01	DAD
2.	<p>Overview of (Air Force), Budget & Budgetary Process</p> <ul style="list-style-type: none"> • Structure of Air Force Budget • Heads of Expenditure • Allocation of budget to Command HQs and below • Monitoring of budget at various levels • Review/Re-appropriation of allocation 	01	Air HQrs
3.	<p>The concept of delegation and its importance in management of financial resources- including DFPDS 2016</p> <ul style="list-style-type: none"> • Constitutional provisions • Role of Ministry of Finance • Evolution of delegation of powers by MoF to Ministries /Departments • Evolution of delegation within MoD • Macro issues in DFPDS 2016 	01	DAD
4.	<p>Overview of Revenue procurement /DPM</p> <ul style="list-style-type: none"> • Framework for revenue procurement by Ministry/Services HQs/ Command HQs and below • Perspective on DPM 2009 	01	DAD

5.	Defence Procurement Issues including preparation of RFI, RFP and contract documents <ul style="list-style-type: none"> • Stages in procurement process –AoN, RFP, PNC, expenditure angle sanction • Basic checks to be exercised at each of these stages • Discussion on case studies 	01	DAD
6.	Post contract Management with respect to Revenue & Capital Procurement. <ul style="list-style-type: none"> • Issues in post contract management • Safeguards to be ensured • Cases 	01	DAD
7.	Essence of Internal Audit & effective management in the context of oversight mechanism. <ul style="list-style-type: none"> • Structure for internal audit its role and scope • How distinct from external oversight mechanism • Changing paradigm of internal audit • Cases 	01	DAD
8.	Overview of Defence acquisition Planning, Preparing and Processing of Modernization Proposals of (Air Force) with (Past case studies) <ul style="list-style-type: none"> • Defence Acquisition Framework • Delegation of powers • Role of DAC/DPB/SCAPCHC/SCSPCC 	01	Air HQrs
9.	Handling Foreign payments - operating LCs & DBT <ul style="list-style-type: none"> • Modes of payment against Foreign and high value domestic contracts • Modalities of LC and DBT • Safeguards 	01	SBI/PCDA
10.	Management of Customs, Excise and Service Tax in Defence Contracts <ul style="list-style-type: none"> • Framework of Indirect Taxation • Incidence of these taxes in defence contracts • Excise and Customs duties in contracts 	01	Officer from NACEN/ICAI

11.	Financial Management of Pay & Allowances <ul style="list-style-type: none"> • Salary Matters • TA/DA/LTC issues • Other Claims 	01	DAD
12.	Towards Dynamic Interface: DAD and Services: <ul style="list-style-type: none"> • Role and responsibilities of CDA • Role and responsibilities of IFA • Initiatives taken by the DAD 	01	DAD
	Total Session	12	

**Defence Financial Management Course (Air Force) Revised Syllabus
(Command level three days)**

Sl. No.	Topic	No. of Sessions	Faculty
1.	<p>Role & Responsibilities of MOD/Services and DAD in management of Defence Finance</p> <ul style="list-style-type: none"> • Overview of defence financial management – planning, budgeting, delegation of powers, procurement system and its accounting and audit • Role of Ministry/Services/DAD at each of these stages 	01	DAD
2.	<p>Overview of (Air Force), Budget & Budgetary Process</p> <ul style="list-style-type: none"> • Structure of Air Force Budget • Heads of Expenditure • Allocation of budget to Command HQs and below • Monitoring of budget at various levels • Review/Re-appropriation of allocation 	01	Air HQrs
3.	<p>The concept of delegation and its importance in management of financial resources- including DFPDS 2015</p> <ul style="list-style-type: none"> • Constitutional provisions • Role of Ministry of Finance • Evolution of delegation of powers by MoF to Ministries /Departments • Evolution of delegation within MoD • Macro issues in DFPDS 2015 	01	DAD
4.	<p>Overview of Revenue procurement /DPM</p> <ul style="list-style-type: none"> • Framework for revenue procurement by Ministry/Services HQs/ Command HQs and below • Perspective on DPM 2009 	01	DAD

5.	Defence Procurement Issues including preparation of RFI, RFP and contract documents <ul style="list-style-type: none"> • Stages in procurement process –AoN, RFP, PNC, expenditure angle sanction • Basic checks to be exercised at each of these stages • Discussion on case studies 	01	DAD
6.	Post contract Management with respect to Revenue & Capital Procurement. <ul style="list-style-type: none"> • Issues in post contract management • Safeguards to be ensured • Cases 	01	DAD
7.	Essence of Internal Audit & effective management in the context of oversight mechanism. <ul style="list-style-type: none"> • Structure for internal audit its role and scope • How distinct from external oversight mechanism • Changing paradigm of internal audit • Cases 	01	DAD
8.	Audit of Stores & Accounts at Unit level (Air Force Sp) <ul style="list-style-type: none"> • Procedure for maintenance of store and cash accounts by the Units/formations • Common lapses and learnings 	01	Air Force Officer
9.	Financial Management of Pay & Allowances <ul style="list-style-type: none"> • Salary Matters • TA/DA/LTC issues • Other Claims 	01	DAD
10.	E-Procurement System in Government <ul style="list-style-type: none"> • E-publishing of tenders • GEM • Status of E-procurement in Defence 		DAD
11.	Management of Customs, Excise and Service Tax in Defence Contracts <ul style="list-style-type: none"> • Framework of Indirect Taxation • Incidence of these taxes in defence contracts 	01	Guest Faculty

	<ul style="list-style-type: none"> Excise and Customs duties in contracts 		
12.	Towards Dynamic Interface: DAD and Services: <ul style="list-style-type: none"> Role and responsibilities of CDA Role and responsibilities of IFA DAD initiatives and updates 	01	DAD
	Total Sessions	12	