

Ref: AFM/05/26

17.11.2025

WORKSHOP ON AUDIT, ACCOUNTING & FINANCIAL MANAGEMENT AT GANGTOK, SIKKIM

National Academy of Human Resource Development (NAHRD) was established to deliver competency-enhancing learning to officials of Central Government, State Governments, Public Sector Undertakings, Autonomous Bodies, Banks, Insurance Companies, etc. We have organized large number of workshops in the past, which have been very well attended and appreciated by officials of various organizations across the country.

A workshop on **Audit, Accounting and Financial Management** is being organized by NAHRD from **13.05.2026** to **16.05.2026** at Gangtok, Sikkim.

Due to tremendous increase in the activities of the Government, Public Sector Undertakings, Autonomous Bodies, Statutory Authorities etc., the volume of transactions has increased multiple times. Since these organizations are dealing with public money with high stakes, it is important to strengthen the financial administration in the organizations. It is imperative to meet the training requirements on the concerned officials to enhance their capacity towards the Financial Management in order to make them conversant with the relevant rules and regulations. A need has been felt to train the officers in Finance, Accounts, HR and Administration to equip them with requisite knowledge and skills for effectively discharging their duties. After participating in the workshop the participants shall have updated their knowledge and skills in the following areas:

- Financial Management and Financial Control
- General Financial Rules: Overview
- Delegation of Financial Power
- Accounting Policies & Conventions
- Fixed Assets & Depreciation
- Internal Audit and Statutory Audit
- CAG Audit- Overview and Compliances
- TDS on Salaries and other transactions
- Financial Statements & Notes on Accounts

Workshop Methodology

The workshop will be organized on highly participative lines. The training methods will include lectures, group discussions, exercises, presentations, case studies, etc.

Faculty

Subject experts having practical knowledge and understanding of the subject will be invited as faculty for the present subject.

Multiple workshops organized by NAHRD have been attended and appreciated by officers of organizations that includes but not limited to LIC of India, Reserve Bank of India, SEBI, Coal India Ltd., Engineers India Ltd, FSSAI, Tariff Authority of Major Ports, Indian Oil Ltd, BPCL, IITs, NITs, IIITs, IIMs, IHMs, NHPC, Bank of Baroda, SBI, Punjab National Bank, NABARD, DFCCIL, HUDCO, HAL, JNPT, Syndicate Bank, IDBI Bank, Quality Council of India, Telecom Regulatory Authority of India, Delhi University, Export Inspection Council of India, Spices Board, Rail Land Development Authority, ONGC, Indian Space Research Organization, Directorate of Advertising & Visual Publicity, Border Security Force, GIC of India, EXIM Bank, Delhi Metro Rail Corporation, Mumbai Metro Rail Corporation, Election Commission of India, North Eastern Council, India Trade Promotion Organization, IREDA, Dredging Corporation of India Ltd., TIFAC, Wildlife Institute of India, Bharat Dynamics Ltd., Directorate General of Shipping, etc.

Participation Fee:

Single Occupancy- Rs. 69,000/- plus GST @ 18% per participant

Twin Sharing - Rs. 60,000/- plus GST @ 18% per participant

Non-Residential - Rs. 50,000/- plus GST @ 18% per participant

The participation fee for residential participants covers the cost of accommodation, meals & study material of the participants. Spouse/ family members are welcome on additional all- inclusive nominal charges in case nomination of the participant is on single occupancy. Twin Sharing is available only in case even number of participants of same gender from same organization. The participation fee for non-residential participants covers the cost of lunch & study material.

Venue: 4-star property at Gangtok (details will be provided one week before the workshop)

Check In- 13.05.2026 (02:00 P.M.) **Check Out-** 17.05.2026 (11:00 A.M.)

The workshop will commence at 9:30 A.M. on 14.05.2026 and will conclude at 5:30 P.M. on 16.05.2026. However, there will be an introductory session on 13.05.2026 after all participants have reported at the venue. In case of non-availability of rooms at training venue as on date of nomination, arrangements for stay shall be made in another property.

Nominations may be sent through post/ email by providing participants' name, designation, contact number & e-mail ID along with cheque/DD in favor of National Academy of Human Resource Development payable at New Delhi. Please note that participation fee is to be paid at the time of nomination. Registration form can be obtained from our website. In case of payment through electronic mode, details are as under:

Name of Beneficiary: National Academy of Human Resource Development

Bank: Kotak Mahindra Bank. A/c No. 8912179265 **IFSC Code.** KKBK0004620

PAN: AAJFN7963N

GSTIN: 07AAJFN7963N1ZF

For further information or clarification kindly contact:

Rohit Agarwal

Email- rohit@nahrdr.in
Phone- +91 9873057803

Vivek Manchanda

Email-vivek@nahrdr.in
Phone-+91 9650745789

Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nominated participant is not able to attend the workshop due to any reason and no substitution is made, fees shall still be payable. In case fees have already been paid, same shall be liable to be forfeited.

Limited seats available for the present workshop and hence the nominations will be accepted on first-come-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date for accepting nominations is **28.04.2026**.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity.

Thanks & Regards



For NAHRD