

**Online Induction Training Programme for newly recruited West Bengal
Audit & Accounts Service (WBA&AS) Officers during 08/09/2020 to
16/10/2020**

Online Induction Training Programme for newly recruited West Bengal Audit & Accounts Service (WBA&AS) Officers will be conducted during September 8 to October 16, 2020 at ATI.

Due to pandemic caused by COVID-19, the class room training would have to be avoided this year. Finance Department, Government of West Bengal has allowed ATI to conduct the training course online mode.

Accordingly, with the assistance of the IT wing of ATI, entire course will be conducted online with learning management support. The participants will be provided with pre-course material, post course study material and self-assessment questionnaire for continuous learning.

Using the online video conferencing platform, the pre-course demonstration sessions will be conducted from September 3, 2020 for the tentative resource personnel, so that they would get acquainted with the system and conduct the session in a smooth manner.

The course will cover West Bengal Service Rule Part I and Part II, West Bengal Financial Rule Part I and Part II, West Bengal Treasury Rules, DFPR Rules, DCRB Rules, DRO Rules, CCA Rules, GST, Tax, RTI, IFMS, HRA Rules, GPF Rules, GISS Rules, West Bengal Health Schemes, Structure of Government Accounts, eOffice, Budget and functions related to Treasury Management.

Apart from the domain specific knowledge and skills, in order to build the overall capacity of the Officers, soft skill like Motivation and Leadership, Communication Skills, Time Management, Stress Management have also been included.

The trainee Officers will be given the opportunity to have sessions related to the Departmental Examinations so that they can successfully take the exam.

The course methodology will be Lecture, Discussion, Demonstration, Group Exercise, Presentation and Case Studies. The entire course will be evaluated with topic wise examination and Digital Certificate will be issued to the successful participants.

Shri Chandan Biswas, WBA&AS, Joint Director (Accounts), ATI will act as the Course Director.