



State Institute of Urban Development

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Training on e- Governance Financials (FBAS) of Municipalities

Date: 12-14 June 2018

Venue: Computer Lab, Admin Block, SIUD, Mysuru

Course Director

Smt Syeda Anjeeda Parveen K.C.A.S

Faculty (Financial Management), SIUD, Mysuru

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Course Assistant

Preethi J

Training Assistant, SIUD, Mysuru

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Timings

Fore Noon I	: 09.30 am to 11.30 am
Fore Noon II	: 11.45 am to 01.45 pm
After Noon I	: 02.30 pm to 03.30 pm
After Noon II	: 03.45 pm to 05.45 pm

Break

Coffee/Tea	: 11.30 am to 11.45 am
	03.30 pm to 03.45 pm
Lunch	: 01.45 pm to 02.30 pm

*Sessions will continue, until all the activities of the day are completed.

Aim:

Identify the performance gap at individual and organizing of State Accounts Department, Government of Karnataka

Objectives of the Training:

- Analyze the Job performance/current competencies at all functions of State Accounts Department
- Determine the cause and effects/ solutions for Job performance problem.
- Discussions performance solutions for effective training/non-training interventions

Expected Outcome

- Identify the issues and duties at individual and organizing performance level
- list out the/influencing factors on individual and organization performance
- Identify the training and non-training interventions.

Duration of the Training: 03 Days



Schedule

Session	Time	Topic	Resource Persons
Day-I: 12.06.2018			
		Registration	Course Assistant
	9.30 am to 11.30 am	Inauguration	Sri. Venkatesha Kadagadakai, KMAS Director, SIUD, Mysore Smt. M V Sudha, KMAS Deputy Director, SIUD, Mysore Smt Syeda Anjeeda Parveen K.C.A.S Course Co-ordinator, Faculty (Financial Management), SIUD, Mysuru
		Expectations	
I & II	11.45 am to 01.45 pm	Introduction to New Account System <ul style="list-style-type: none"> • Basic • Salient Features Role based system under all sections	Sri Siddegowda Accounts Superintendent Mysuru City Corporation, Mysuru Mob: 9739580089
III & IV	02.30 pm to 04.45 pm	<ul style="list-style-type: none"> • Preparation of Opening Balance Sheet • Chart of Accounting • Forms and Formats • FBAS Reporting Aspects 	Sri. Srinivasa .K.R Accounts Superintendent, CMC Hunsur Mob:9341244103
DAY-II: 13.06.2018			
I & II	9.30 am to 11.30 am	Income & Expenditure Transactions <ul style="list-style-type: none"> • Accrual principles • Collection accounting • Payment accounting • Special Transactions 	Sri. Nagendra Accounts Superintendent, KMDS, Bangalore Mob: 9845778883
		Hands on training	
III & IV	11.45 am to 01.45 pm	Overview of IT/e-Governance <ul style="list-style-type: none"> • Introduction • Overview of Menu • Usage of application 	Sri. Lokesh System Analyst, DUDC, Mysore Mob: 9986721402
		Test	Course Coordinator
V & VI	02.30 pm to 04.45 pm	Masters chart of accounts contractors suppliers bill related, Masters collections Accounting related other masters (Overview)	Sri. Srinivasa .K.R Accounts Superintendent, CMC Hunsur Mob:9341244103
		Hands on training	

DAY-III: 14.06.2018

I & II	9.30 am to 11.30 am	Grants & Special transactions & Fund Accounting entries <ul style="list-style-type: none"> • Grant accounting • Fund accounting • Maintenance of Books of accounts • Budget Preparation 	Smt.Bhavana Accounts Consultant, TP Somavarapet Mob: 9844023276
		Hands on training	
III & IV	11.45 am to 01.45 pm	Transactions Receipt accounting <ul style="list-style-type: none"> • Property tax • Miscellaneous receipts Transaction bill accounting <ul style="list-style-type: none"> • Uploads • Contractor/ suppliers bill • Salary bill • Detailed bill Payment transaction <ul style="list-style-type: none"> • Bank payments • Sub ledger payments 	Sri Hanumantharaju K R Accounts Superintendent, CMC, Kollegala Mob: 9986285346
		Hands on training	
V &VI	02.30 pm to 04.30 pm	Income Tax Audit process hands on experiences	Sri. Nagendra Accounts Superintendent, KMDS, Bangalore Mob: 9845778883
	04.45 onwards	Feedback/Evaluation and valedictory	Sri. Venkatesha Kadagadakai, KMAS Director, SIUD, Mysore Smt Syeda Anjeeda Parveen K.C.A.S Course Co-ordinator, SIUD, Mysuru