



मनुष्यवती भूमिरर्थः



**अरुण जेटली राष्ट्रीय वित्तीय प्रबंधन संस्थान**  
**Arun Jaitley National Institute of Financial Management**  
(वित्त मंत्रालय, भारत सरकार का एक स्वायत्त संस्थान)

(An autonomous institute of Ministry of Finance, Government of India)

सैक्टर-48, पाली रोड, फरीदाबाद-121001 (हरियाणा), भारत  
Sector-48, Pali Road, Faridabad-121001 (Haryana), India

**MANAGEMENT DEVELOPMENT PROGRAMME**

**ON**

**‘ACCOUNTS OF AUTONOMOUS BODIES’**

**26<sup>th</sup> – 28<sup>th</sup> May, 2025**





The Institute has lush green campus spread over 42 acres of land in Faridabad on the outskirts of the National Capital.



The campus has an indoor sports complex with gymnasium, billiard, squash, badminton, Yoga and outdoor sports' facilities providing conducive environment for learning.



# About the Program

## ➤ **Program Background**

- Central Autonomous Bodies are set up by an Act of the Parliament. They are intended to perform certain specified services of public utility or to execute certain programs and policies of the government.
- The committee setup by the government suggested the standard or model format for accounts and accounting reports to be adopted by all central autonomous organisations. This was intended to bring clarity, transparency and simplicity in the presentation of accounts. The uniformity in accounts and reporting is useful in performance evaluation, comparison (inter and intra AB) and assessment of achievements of socio-economic objectives of the Autonomous Body as well as those of the government.
- In the year 2023-24 we conducted 4 programs on the same topic. All these four programs were highly appreciated by the participants from different Autonomous Bodies of Government of India as well as of State Governments.

## ➤ **The Program Objectives**

The program is intended to give fair knowledge and understanding of the common format for accounting of central autonomous bodies and the presentation of accounting information in the desired manner to help all the stakeholders, including the officers and management of the autonomous bodies, the government, the audit and the society.

## ➤ **The Program Contents**

The program coverage would include:

- i. Background and importance of uniform common format for accounting and presentation of information
- ii. Accrual accounting: Principles, policies concepts and conventions and their application in accrual accounting, with specific reference to the autonomous bodies
- iii. Preparation of financial statements in accordance with the relevant provisions
- iv. Treatment of special items, e.g., depreciation, accrued and un-accrued incomes, outstanding and prepaid expenses, treatment of losses, etc.
- v. Different kinds of funds and grants and their accounting and presentation approaches
- vi. Treasury Single Account (TSA) – procedure and implementation issues
- vii. Audit, including procedure and practices for settlement of audit Paras
- viii. Issues being faced by the Autonomous Bodies and their resolution.

➤ **Pedagogy and Faculty**

The pedagogy of the course is a mix of lectures, interactions, case studies and hands-on-exercises. Opportunity shall be provided to the participants to share their problems and find resolutions thereto. The faculty comprises of AJNIFM faculty members and leading experts from the relevant fields.

➤ **The targeted participants**

- i. The officers from Central Autonomous Bodies of different Ministries/ Departments and State Autonomous Bodies, working in the finance and accounts functions. The officers in the related functional areas may also find it very useful.
- ii. The Program is equally useful for the Officers working in Ministries and Departments of Central Government/ States Governments and are looking after the work relating to Autonomous Bodies attached with their respective Ministries/ Departments.

➤ **The Program duration and dates**

The program is residential and of 3 days duration.

The program shall start in the morning of Monday, 26.05.2025 from 09:30 A.M. and would complete at 05:30 P.M. on Wednesday 28.05.2025. The participants may make their travel program accordingly.

➤ **The Program Venue**

- The venue of the programme is Arun Jaitley National Institute of Financial Management (AJNIFM), Sector - 48, Pali Road, Faridabad - 121001, Haryana. It is located in Faridabad town on Badkhal-Pali Road, about 1.4 km south of Badkhal Lake crossing.
- AJNIFM is at a distance of about 35 kms from Delhi Airport and about 32 Kms from New Delhi Railway Station. The nearest metro station is Badkhal Mor.
- Lodging and Boarding facilities shall be provided without any additional charges/ or fee. The Participants may reach AJNIFM previous day of commencement of the programme and leave next day after conclusion of the programme.

➤ **Program Fee & Payment Procedure**

- The fee in respect of the nominees from Central or State Government Ministries/ Departments/ Attached/ Subordinate Offices is Rs.30,000/- per participant.
- The fee in respect of the nominees from Autonomous Bodies/ PSUs and other organisations of Central or State Governments is Rs.30,000/- plus 18% GST per participant.
- The fee includes course fee, lodging, boarding and access to library, computer lab, Indoor sports complex with Gym, Yoga Room and out-door sports facilities, etc. However, it does not include to and to fro journey to AJNIFM.
- The bank details for online transfer of fee is given in [Annexure I](#).

➤ **Program Capacity**

- 25 (Twenty five).
- The nominations shall be accepted on FIRST COME FIRST SERVED basis.
- In the event of excess nominations received, the nominees shall be considered in the next program.
- Confirmation of acceptance of nomination from AJNIFM shall be sent by e-mail in respect of those nominees whose fee is received and nomination are found acceptable. Only such nominees whose nomination has been confirmed by AJNIFM through e-mail shall be allowed to join the program.

➤ **How to Apply**

- The Nomination form ([Annexure II](#)) may be filled up and forwarded by the sponsoring authority and sent by e-mail to [mdpcell@nifm.ac.in](mailto:mdpcell@nifm.ac.in) from the e-mail account of the forwarding authority, super-scribing the subject as “Nomination for the MDP on Accounts of Autonomous Bodies”.
- Last date: one week prior to the date of commencement of the programs.

Head of the Institute	Course Director	Training Co-ordination Cell
<b>Shri Praveen Kumar</b> Director Tel. No.: +91-129-2418867 Email: <a href="mailto:director@nifm.ac.in">director@nifm.ac.in</a>	<b>Shri Rajesh K Agrawal, ICoAS</b> Professor & Head Training Co-ordination Division Tel. No: 0129-2418860, 2465256 Email: <a href="mailto:rajeshkagrwal@nifm.ac.in">rajeshkagrwal@nifm.ac.in</a> Mobile: 9818241081	<b>Shri Uma Shankar Turkel (AAO)</b> Tel. No.: +91-129-2465281, 2465259 Email: <a href="mailto:mdpcell@nifm.ac.in">mdpcell@nifm.ac.in</a> Mobile: 9711971601 <b>Hostel</b> Tel. No.: +91-129-2465320, 2465307



**अरुण जेटली राष्ट्रीय वित्तीय प्रबंधन संस्थान**  
**Arun Jaitley National Institute of Financial Management**  
(वित्त मंत्रालय, भारत सरकार का एक स्वायत्त संस्थान)  
(An autonomous institute of Ministry of Finance, Government of India)  
सैक्टर-48, पाली रोड, फरीदाबाद-121001 (हरियाणा), भारत  
Sector-48, Pali Road, Faridabad-121001 (Haryana), India

+91-129-2465258 (Phone)  
+91-129-2418867 (Tax)

Sector-48, Pali Road, Near Badkhal Lake National  
Capital Region Faridabad, India 121001

[www.ajnifm.ac.in](http://www.ajnifm.ac.in)

**Following are the details of bank account of NIFM for making payment through e-transfer:**

Name of the Account Holder	Arun Jaitley National Institute of Financial Management
Name of the Bank	HDFC Bank Ltd.
Address of Bank	Shop No.3, Crown complex, 1-2 chowk, NIT 2, Faridabad -121001.
Account Number	50100083121045
IFSC	HDFC0002445
MICR No.	110240246
SWIFT Code For foreign remittance	HDFCINBBDEL
PAN	AAAAN2489D
GSTIN	06AAAAN2489D1ZQ



मनुष्यवर्तो भूमिर्धः

**NOMINATION FORM**  
**Management Development Programme**  
**on**  
**‘Accounts of Autonomous Bodies’**

Programme Date: 26<sup>th</sup> – 28<sup>th</sup> May, 2025

Name: \_\_\_\_\_

Male:  Female:

Designation: \_\_\_\_\_

Organisation: \_\_\_\_\_

Office Address for communication: \_\_\_\_\_

\_\_\_\_\_

Phone (O) \_\_\_\_\_ (R) \_\_\_\_\_ (M) \_\_\_\_\_

Email: \_\_\_\_\_

**Signature of the Candidate**

**TO BE FILLED IN BY THE SPONSORING AUTHORITY**

Name of the sponsor \_\_\_\_\_ Designation \_\_\_\_\_

Address for communication \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ Pin \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Detail of Fee Sent, including UTR Number and date \_\_\_\_\_

\_\_\_\_\_

GST No. of the sponsoring Organisation (if any) \_\_\_\_\_

Signature of the Sponsoring  
 Authority with stamp of the  
 Organisation

Date:

Please send the completed form to: [mdpcell@nifm.ac.in](mailto:mdpcell@nifm.ac.in)

अरुण जेटली राष्ट्रीय वित्तीय प्रबंधन संस्थान  
 ARUN JAITLEY NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT  
 Sector-48, Pali Road, Faridabad – 121001. Haryana.  
 Telephone: 0129-2418860, 2465256 Fax: 0129-2418867