



Government of India
Ministry of Communications
Department of Telecommunications
National Institute of Communication Finance
Ghitorni, New Delhi-110047

No: 1-21/DG/ WS on Accrual Accounting/2016-NICF

Dated: 20.10.2016

To,

All Pr.CCAs/CCAs, DDG Accounts/Budget/E&F/WPF/LF,
All GM(F)/DA(P)s

Sub: Three days Workshop on "Accrual Accounting".

Three days Workshop on "Accrual Accounting" is scheduled to be conducted as per the particulars given below:

Course No. : 14101617
Duration : 3 days
Date : 07.12.2016 to 09.12.2016.
Venue : Hotel Mount View, Chandigarh.

Introduction:

The course intends to familiarize the participants with the issues relating to "Accrual Accounting".

Learning Objectives:-

The participants will know the following:

An accrual is a journal entry that is used to recognize revenues and expenses that have been earned or consumed, respectively, and for which the related cash amounts have not yet been received or paid out. Accruals are needed to ensure that all revenues and expenses are recognized within the correct reporting period, irrespective of the timing of the related cash flows. Without accruals, the amount of revenue, expense, and profit or loss in a period will not necessarily reflect the actual level of economic activity within a business.

Accruals are a key part of the closing process used to create financial statements under the accrual basis of accounting; without accruals, financial statements are considerably less accurate.

Target Population:

Gr.'A' & Gr.'B' officers of DoT HQ, DoP HQ, CCA Units and GM (F) / DA (P) offices.

Approved

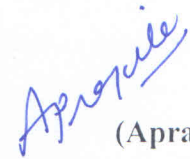
Last date of receipt of nominations : 30.11.2016
Course Director : Ms. Aprajita Sharrma,
Contact phone numbers : 011-26502582(O)
Contact email id : nicfghitorni@gmail.com
Course coordinator : Sh. S.C.Kapoor
9868135512 (M)
Co-course coordinator : Sh.R.Krishna Kumar
9412220133 (M)

1. Heads of CCA units and Postal Account Offices concerned may kindly nominate suitable officers.
2. The contact telephone numbers of the officers nominated must be mentioned in the nomination form to enable this office to contact the officer directly to convey information on last minute change of scheduled training, if any.
3. The officers nominated against the circular may be allowed to book their journey tickets. Officers may be requested to bring their copy of relieving order.

All related correspondence may be sent to the course coordinator at the following address.

**Shri S.C.Kapoor,
Sr.Accounts Officer,
O/o DG, NICF,
Mehrauli- Gurgaon Road, Ghitorni
New Delhi-110047.**

4. Accommodation: - The participants are requested to make their own arrangement for stay in Hotel. However, NICF has also arranged Hotel Mount View, Chandigarh, on payment basis and twin sharing basis for the participants with Grade Pay of Rs.5400/- & above. The controlling authorities are requested to sanction admissible TA advance to the officers nominated for this workshop.
5. Transport:-All the participants are requested to make their own arrangement to reach the hotel from Airport/Railway station and vice versa.



**(Aprajita Sharrma)
Director**

Copy to:

- PPS to Secretary (Telecom), Deptt of Telecom New Delhi.
- PPS to Secretary (Posts), Deptt of Posts, New Delhi.
- PPS to Member (Finance), Telecom Commission, Sanchar Bhawan, New Delhi.
- PSO to Adviser (Finance) DoT, HQ, Sanchar Bhawan, New Delhi.
- DDG (PAF), DoP HQ, Dak Bhawan, New Delhi.
- Director (Trg. Fin.), DoT HQ, New Delhi.