

Training Program of Indian Post & Telecom Accounts and Finance Services Probationers

The two year (104 weeks) probationary training of Indian Post & Telecom Accounts and Finance Services Group 'A' comprises of in-campus courses in various institutions and several field training modules. The campus training is conducted at the Lal Bahadur Shastri National Academy of Administration, Mussoorie (or at the institute nominated for the Foundation Course), National Institute of Communication Finance, Ghitorni, New Delhi-47 and at National Institute of Financial Management, Faridabad.

<i>Sl. No</i>	<i>Module</i>	<i>Institute</i>	<i>Duration (In Weeks)</i>
1	Foundation Course	Department of Personnel & Training designated	16
2	Transit	-	1
3	Orientation Module	National Institute of Communication Finance, Ghitorni, New Delhi-47	1
4	Professional Module	National Institute of Financial Management, Faridabad	44
5	Telecom Module	National Institute of Communication Finance, Ghitorni, New Delhi-47	5
6	On the Job Training (Telecom)	Controller of Communication Accounts Offices	11
7	Postal Module	National Institute of Communication Finance, Ghitorni, New Delhi-47	5
8	On the Job Training (Postal)	Director of Accounts (Postal) Offices	10
9	Administration & Management Module	National Institute of Communication	5

		Finance, Ghitorni, New Delhi-47	
10	Bharat Darshan	-	6
	Total		104

The probationary training strives to give the probationers exposure to a wide range of areas. The focus areas are developing thorough understanding of overall ICT sector, Financial Management, Government Accounting- specifically Telecom and Postal accounting, Auditing, Commercial Accounting, Telecom Policy formulation and implementation, Universal Service Obligation, Bharat Net (NOFN), Assessment of License Fee and Spectrum Management. Besides development of functional skills and knowledge, the training also focuses on development of inter-personal skills, team building and soft skills.

The in-campus training is supplemented by several field visits, field attachments, etc. to give a practical orientation to the probationers. The Professional Module comprised of various domestic attachments at NIFM Faridabad alongwith international attachment to various top universities in USA/Canada/UK, where probationers are exposed to emerging global Financial Management developing trends in international accounting standards, Public Private Partnership model of infrastructure development, etc.