



“आ नो भद्राः क्रतवो यन्तु विश्वतः”
राष्ट्रीय संचार अकादमी-वित्त, नई दिल्ली

National Communications Academy- Finance, New Delhi
Special Foundation Course 2025
(September 15 to December 5, 2025)
Week 4
Time Table



International Year
of Cooperatives
Cooperatives Build a Better World

Monday 06.10.2025	Tuesday 07.10.2025	Wednesday 08.10.2025	Thursday 09.10.2025	Friday 10.10.2025
Viksit Bharat Talks IKS & New Education Policy Sh. Nagaraj Paturi VC, INDICA With Sh. Shiv Kumar, INDICA Full Group (TH) 09:30-10:30	PA Border Management and Security Dr. Rajendra Kumar, IAS, Secretary (Border Management) Full Group (TH) 09:30-10:30	ICT Cybersecurity Threats in the Age of Digital Transformation Sh. Navin Kumar Singh, IPS National Cyber Security Coordinator Full Group (TH) 09:30-10:30	ICT Transforming Data into Action: Pivot Tables in Governance Analytics SSA Full Group (TH) 09:30-10:30	Departure for HST
Break 10:30-10:40				
Viksit Bharat Talks IKS & New Education Policy Sh. Nagaraj Paturi VC, INDICA With Sh. Shiv Kumar, INDICA Full Group (TH) 10:40-11:40	PA Border Management and Security Dr. Rajendra Kumar, IAS, Secretary (Border Management) Full Group (TH) 10:40-11:40	PA- 23 & PA 24: Office Procedure: E-office (Theory) NIC Team Full Group (TH) 10:40-11:40	Mentor Group Meeting Tutor Rooms 10:40-11:40	
Tea Break 11:40-12:00				
Briefing Himalayan Study Tour Full Group (TH) 12:00-13:00	Reserved Full Group (TH) 12:00-13:00	PA- 23 & PA 24 Office Procedure: E-office NIC Team Full Group (TH) 12:00-13:00	Himalayan Study Tour Preparation	
Lunch Break 13:00-14:10				
Ethics - 1 Ethical Leadership in challenging situations Sh. Sunil Trivedi OSD O/o Hon'ble President of India Full Group (TH) 14:30-15:30	PA Vigilance Administration for Good Governance Yashashri Shukla Add. Secretary, CVC Full Group (TH) 14:30-15:30	National Security Indian Coast Guard: Maritime Safety and Security and Sound Ocean Governance in Indian Ocean for Amritkaal 2047 ADG Donny Michael, PTM, TM(G), Coast Guard Commander, Eastern Seaboard Full Group (TH) 14:30-15:30	Himalayan Study Tour Preparation	
Break 15:30-15:40				
HRM	Law Exam	PA	Himalayan	

From Misconduct to Action: The Framework of Disciplinary Proceedings Ms. Aparajita Sharma, CVO, Central Warehousing Corporation Full Group TH 15:40-16:40	Full Group (TH) 15:40-16:40	PA- 23 & PA 24: E- HRMS Smart HR Management for a Digital India Ms. Navpreet Kaur, Director, e-HRMS, DOP&T Full Group (TH) 15:40-16:40	Study Tour Preparation	
--	--------------------------------	--	------------------------	--

Group code	Tutor	Faculty Abbreviation	Tutor Room	Session Venue
A B C D E F G H I	Madhavi Das Kamal Kapoor Preeti Mahto Shailesh Bansal Pooja Gupta Ravi Yadav Amarnath Ojha Shashank Shekhar Agarwal Taruni Pandey	MD KK PM SB PG RY ANO SSA TP	OT Room GF-29 Senate 1 Senate 2 Breakout 1 Breakout 2	Joint Session: Tarang Hall (TH) Group Session: GF-29 GF-30 TH CR Admin Block CR Academic Block
I J K L	Manjima Bhattacharjee Japneet Kaur Yukti Chaudhari Nitika Gaba	MB JK YC NG		Dining/Mess Venue: Dining Hall 1 Dining Hall 2 Dining Hall 3 Tea Breaks: Lobby Ground Floor Sports Complex
Subject Abbreviations			Venue Abbreviations	
PA HRM E ICT L M PSC GV Lang ECM	Public Administration Human Resource Management Economics Information Technology Law Management Political Concepts & constitution of India Good Governance Language Extra-Curricular Module		TH BR OTR S1 S2 BO3 BO4 CR1-4 LB ABC DH1 DH2 DH3 L1 L2 L3 CG SC TBC	Tarang Hall (Sports Complex) Board Room OT Room Senate 1 Senate 2 Breakout 3 Breakout 4 Classroom 1-4 Library Block Academic Block Cafeteria Dining Hall 1 (Hostel) Dining Hall 2 (Hostel) Dining Hall 3 (Hostel) Lounge 1 Lounge 2 Lounge 3 Cricket Ground Sports Complex Tennis & Basket Ball Court

Guest Speakers of the Week

1. Sh. Nagaraja Patturi, VC, INDICA & Sh. Shiv Kumar, INDICA
Session Moderator- Ms. Deepali Mahto
2. Sh. Sunil Trivedi, OSD, O/o President of India
Session Moderator- Ms. Shambhavi Tiwari
3. Ms. Aparajita Sharma, CVO, Central Warehousing Corporation
Session Moderator- Mr. Hritik Daune
4. Dr. Rajendra Kumar, IAS, Secretary Border Management, GoI
Session Moderator- Mr. Atul Soni
5. Ms. Yashashri Shukla, Add. Secretary, Central Vigilance Commission
Session Moderator- Mr. Rakshit Paurwal
6. Sh. Navin Kumar Singh, IPS, National Cyber Security Coordinator, GoI
Session Moderator- Mr. Sanjeev Kumar
7. Sh. Jagdeep, NIC & Team
Session Moderator- Ms. Aranya Caimi
8. Ms. Navpreet Kaur, Director, e-HRMS, DOP&T
Session Moderator- Ms. Blessy Stejil P

1. Disciplinary hearing will be held every Wednesday at 1700 hrs in Board Room.
2. Ensure that reporting for all sessions T-5 minutes.

Outdoor & other activities

1. Reporting for Morning Activities at 06.15 am in Full Group at Sports Ground

Dress for Outdoors (Morning & Evening):

Men & Women: Academy T-shirt/ Academy Track Suit/ Sports Shoes.



(Shailesh Bansal)
Course Coordinator
SFC 2025, NCA-F