



NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT

(An Autonomous Institute of Ministry of Finance, Government of India)

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**DRAFT ANNUAL
REPORT**

2016-17

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INTRODUCTION

Introduction

ABOUT

National Institute of Financial Management (NIFM) was set up in 1993. At the time of inception, the Union Cabinet envisaged that NIFM would begin as a training institution for officers recruited by the Union Public Service Commission (UPSC) through the annual Civil Service Examinations and allocated to the various services responsible for managing senior and top management posts dealing with accounts and finance in the Government of India. NIFM was to develop as a Centre of Excellence in the areas of Financial Management and related disciplines, “not only in India but also in Asia”.

Despite the legally autonomous character of the Institute, having the Finance Minister of Government of India as the President of the Society ensured a very close linkage with Government. For administrative purposes, there is a Governing Board chaired by the Secretary, Department of Expenditure. The Director appointed by the Appointments Committee of the Union Cabinet is responsible for the administration and academic programmes of the Institute. It will thus be seen that the Institute has close links and direct access to Government of India. The Academic Advisory Committee of the NIFM assists NIFM in all matters related to Academics.

OBJECTIVES

Main Objectives:

- i) To establish and administer the management of the Institute.
- ii) To organize and provide training and continuing professional education to Group 'A' officers of the participating Services including organization of refresher courses at senior and middle levels.
- iii) To establish the Institute as a Centre of Excellence in financial management for promoting the highest standards of professional competence and practice.
- iv) To undertake and promote research / consultancy studies in the fields of accounting, audit, financial and fiscal management and related subjects.
- v) To promote education in financial and fiscal management for officers of the associate Services of Centre /State Governments and officers of public sector enterprises / institutions.
- vi) To organize International Training Programmes and to keep abreast with progress made in the rest of the world in the area of finance and accounts, particularly in Government and public sector institutions.

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Other Objectives

- i) In furtherance of the main objectives set out above, the Institute shall have the following related objectives as indicated in the Memorandum of Association and Rules of NIFM:
- ii) Promote learning, so that the officers of the Participating Services acquire skills and knowledge for effective discharge of their functions with special emphasis on Financial Management, Public Finance, Government Accounting and Parliamentary Financial Control.
- iii) Enhance the capabilities of existing training institutions of the Participating Services, to improve their quality of training.
- iv) Provide a common platform for interaction and facilitate exchange of ideas and experiences amongst officer of Participating Services.
- v) Expose officers to all aspects of the state-of-the art techniques of financial management including the use of computers.
- vi) Assist, interact and collaborate in promoting study of financial management with other institutions and bodies, both within the country and abroad.
- vii) Undertake publication of papers, books, monographs, journals etc. in financial management.
- viii) Establish and maintain library and information services/network.
- ix) Publish and disseminate information relating to result of research and other training courses/programmes.
- x) Provide consultancy services to government departments, public enterprises and institutions for review, improvement of their existing organizations, systems, procedures, training activities and other related subjects.
- xi) Award diplomas, certificates and other distinctions to persons trained and to prescribe standards of proficiency before the award of such diplomas, certificates and other distinctions.
- xii) Institute and award fellowships, prizes and medals in accordance with the rules and bye-laws.
- xiii) Confer honorary awards and other distinctions.
- xiv) Promote, organize, convene, conduct and participate in national and international seminars, conferences, workshops, training programmes and study tours.
- xv) Develop, establish, affiliate regional centers as considered necessary by the society.
- xvi) Establish procedures for smooth functioning of the Institute and carry out activities in matters relating to personnel, finance, administration, purchases, management of hostels & other matters.
- xvii) Construct, maintain, alter, improve or develop any building or works necessary or convenient for the purpose of the society.

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xviii) Do all such other acts and things either alone or in conjunction with other organizations or persons as society may consider necessary incidental or conducive to the attainment of objectives of society.

Towards achievement of these objectives, NIFM provides professional training to probationers of the six Central Group 'A' Finance and Accounts Services. The training covers critical areas of financial management, information technology, human resource development, quantitative techniques and project management.

NIFM also provides opportunity for integrated mid-career professional training to in-service officers of Central and State Governments as well as of foreign countries (especially SAARC countries) by organizing a Two-year Post Graduate Diploma in Management (Financial Management). The programme aims at providing exposure to contemporary issues of financial management and best practices in public and corporate governance.

The Institute started a week-end Executive Programme in Capital Markets in collaboration with Bombay Stock Exchange in the year 2008. Later the Institute also signed an MoU with National Stock Exchange and started conducting a full time programme in Capital Markets. Since year 2015 NIFM has been conducting the programme in Financial Markets on its own. It shows more than 40% growth in terms of number of participants in each academic year. The programme is well received by the participants which are largely drawn from private sector. After completion of the programme most of the participants are being picked up by the corporates in the domain of Capital Markets such as Funds Managers, Investment Banking, Mutual Funds, Private Sector Banks and Research Oriented organizations.

Diploma in Government Accounting & Internal Audit (DGA&IA) Programme for one year is to upgrade the technical skills of officers of the organised Accounts Services in the areas of Accounting, Internal Audit, Information Technology and General Management and also to improve their soft skills. The programme is duly approved by AICTE. During the programme, participants of DGAIA are exposed to many IT tools which they can use for maximizing their outputs during audit and also for consolidating the accounts.

Fellow Programme in Management (FPM) is a four-year open program to pursue research work to produce competent researchers, teachers and consultants and is duly approved by AICTE. This program commenced from the academic session 2009.

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Management Development Programs provide short-term training for middle level to senior level officers of Central Government, State Governments, PSUs, Autonomous Bodies and Urban Local Bodies. These courses provide opportunity for professional development, facilitate exchange of ideas, promote quality financial management, and bring together government officials and finance managers and professionals from other disciplines.

The Institute undertakes consultancy assignments for various Departments of Central & State Governments, Public Sector Undertakings & corporate entities.

NIFM is a specialized agency for consultancy assignments for Universities / Autonomous bodies in the field of Switch over to Accrual System of Accounting & Preparation of annual Financial Statements in Standard formats. Consultancy assignments already finalized in this category include Universities such as Jawahar Lal Nehru University, Indira Gandhi National Open University, Assam University, Silchar, Nagaland University & Northern Eastern Hill University, Shillong. The other consultancy assignments include consultancy relating to study of 12th Finance Commission Utilization Grants under Ministry of Finance, consultancy on Rebuilding of Company Law Service, Study of Official Liquidator Offices for Ministry of Corporate Affairs, Study on Central Autonomous Bodies and Study on Unaccounted Income/Wealth –both within and outside the Country.

ORGANIZATIONAL SET-UP

Organizational Set-up

National Institute of Financial Management is a society registered under the Societies Registration Act 1860. Hon'ble Finance Minister, Govt. of India, heads the General Body of the Society. The Board of Governors of the NIFM Society is chaired by the Secretary, Department of Expenditure, Ministry of Finance, Government of India.

LISTS OF MEMBERS OF GENERAL BODY OF NIFM

1. **Sh. Arun Jaitley**
Hon'ble Union Finance Minister & President of NIFM Society
North Block,
New Delhi-110 001.
2. **Sh. Arjun Ram Meghwal**
Hon'ble Minister of State (Expenditure) & Vice President of NIFM Society
North Block,
New Delhi - 110001.
3. **Shri Ashok Lavasa**
Secretary (Expenditure) & Chairman BoG,
Ministry of Finance, North Block,
New Delhi - 110001.
4. **Shri B N Mohapatra**
Financial Commissioner (Rlys.)
Ministry of Railways, Rail Bhawan,
New Delhi-110001.
5. **Dr. Rita. Mitra**
Dy. Comptroller & Auditor General of India 9, Deen Dayal Upadhyay New Delhi-110002.
6. **Ms. Veena Prasad**
Controller General of Defence Accounts
Ministry of Defence
Ulan Batar Road, Palam
Delhi Cantt - 110 010.
7. **Ms. Anuradha Mitra**
Member (Finance)
Department of Telecommunication
20, Ashoka Road, Sanchar Bhawan,
New Delhi - 110001.
8. **Shri. Anthony Lianzuala**
Controller General of Accounts,
Ministry of Finance, 4th Floor, Maha
Lekha Niyantarak Bhavan, INA, GPOA
Complex, New Delhi -110003.
9. **Ms. Aruna Sethi**
Chief Advisor (Cost)
Ministry of Finance,
Lok Nayak Bhawan,
New Delhi -110003.
10. **Shri D. S. Dhesi**
Chief Secretary
Govt. of Haryana, Haryana Civil
Secretariat
Chandigarh - 160 001.
11. **Prof. S.S. Yadav**
Head of Department
Department of Management of Studies
Indian Institute of Technology,
New Delhi - 110 016.
Res.: 30, North Avenue, IIT Campus
New Delhi - 110016.
12. **Prof. J.K. Mitra,**
Faculty of Management Studies
South Campus, Delhi University,
Delhi - 1100021.

ORGANIZATIONAL SET-UP

*Res.: C-524, Chittaranjan Park,
New Delhi – 110 019.*

13. **Dr. R. Ravi Kumar**
Prof. (OB & HR)
IIM, Bangalore, Bannerghatta Road,
Bangalore – 560 076.
14. **Shri Purusottam Sen**
Prof.(Finance & Control)

IIM, Kolkata,
Kolkata – 700 034.
Resi: P-99. Senhati, Behala,
Kolkata

15. **Smt Meena Agarwal**
Director, NIFM,
Faridabad – 121001

LIST OF MEMBERS OF BOARD OF GOVERNORS OF NIFM SOCIETY

1. **Shri Ashok Lavasa**
Secretary (Expenditure) &
Chairman BoG
Ministry of Finance, North Block,
New Delhi – 110001.
2. **Shri B. N. Mohapatra**
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8. **Prof. S.S. Yadav**
Head of Department
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New Delhi – 110 016.
Res.: 30, North Avenue, IIT Campus
New Delhi – 110016.
9. **Smt Meena Agarwal**
Director, NIFM,
Faridabad – 121001

ACHIEVEMENTS IN 2016-17

Achievements in 2016-17

During 2016-17, NIFM conducted the following Programmes: -

1. Diploma in Public Financial Management (also called PTC).
2. Post Graduate Diploma in Management (Financial Management).
3. Diploma in Government Accounting & Internal Audit.
4. Post Graduate Diploma in Management (Financial Markets).
5. Fellowship Programme in Management.
6. Management Development Programmes.

DIPLOMA IN PUBLIC FINANCIAL MANAGEMENT / PROFESSIONAL TRAINING COURSE

Since inception in January 1994, NIFM has successfully trained twenty two batches of probationers of various Accounts, Audit, and Finance Services. The year 2016-17 saw two sets of probationers attending the professional training course.

The 24th batch of Professional Training Course commenced on 16th January, 2017 wherein 34 probationers from participating services of ICAS, IDAS & IP&TFAS joined. (ICAS 07; IDAS 10 and IP&TAFS 17). These probationers were attached with Bureau of Parliamentary Studies (8-10 March, 2017) and attended program at Reserve Bank Staff College, Chennai from 4th to 8th April, 2017. The International attachment for the probationers was made immediately after completion of the first term i.e. from 15th June to 26th June 2017 (excluding journey time) at Seneca College, Toronto, Canada. During this attachment, the participants had exposure to the international best practices in governance, accrual accounting, Public Financial Management, Cyber Security etc. The probationers called on President of India on 04.05.2017. All probationers were relieved from the Institute on 14.07.2017.

The 24th batch of DPFM (Professional Training Course) started on 16.01.2017 with the joining of Probationers of ICAS, IDAS & IP&TFAS. The service-wise break-up is as follows:-

Service	Number
Indian Civil Accounts Service	07
Indian Defence Accounts Service	10
Indian P&T (Finance & Accounts) Service	17
Total	34

The 24th batch of DPFM concluded on 14.07.2017. The List of participants of 24th batch of PTC is placed at **Appendix – I**.

ACHIEVEMENTS IN 2016-17

POST-GRADUATE DIPLOMA IN MANAGEMENT (FINANCIAL MANAGEMENT)

NIFM had been conducting an MBA (Finance) Program affiliated to Maharishi Dayanand University, Rohtak, Haryana since year 2002. In 2005, a two-year Post-Graduate Diploma in Business Management (Financial Management) approved by AICTE replaced the earlier MBA (F) program. The program commenced from 24th January, 2005. To begin with the program had quadmester system as did its MBA precursor.

In view of changing requirement of the client organizations together with changing landscape of informed decision making it was thought appropriate to re-visit the entire curricula of the Post Graduate Program. Accordingly, the matter of revamping the existing PGDBM (FM) was put before the Academic Advisory Committee of NIFM. The committee suggested the introduction of a trimester scheme for the program with a modified syllabus.

The program presently consists of five trimesters of teaching and an additional trimester of project work. In all, there are 96 credits which the participants are required to clear for award of Post Graduate Diploma. The program runs for a period of two academic years, and during the second year of training the participants are sent for an international attachment for two weeks. The participants are also given two attachments within the country with two different financial institutes and/or academies of repute.

The programme is open to the Officers at middle/senior level working with the Central or State Governments, UT Governments, Public Enterprises and autonomous organizations belonging to state /Central Government, also Defence Forces, similar participants from foreign countries, NIFM trainee officers of Central Finance and Accounts Services. The programme is also open for working executives from corporate sector.

The program fee is funded by Ministry of Finance, Department of Expenditure under Central Scheme for the participants sponsored by Central/State/UT Governments. The pay and allowances of sponsored participants are borne by their respective organizations.

The curriculum is designed to impart knowledge & develop skills in areas such as commercial and government accounting, financial management, public finance, budgeting, management techniques, project management and techniques used for financial decision making and MIS. An Academic Advisory Committee meets at least once every quarter and renders advice to the Director, NIFM on the following aspects of PGDM(FM) program.

- Syllabus
- Faculty Specialization & Development
- General oversight of all academic activities.

The 15th batch PGDM(FM) 2015-17 programme commenced from 01.06.2015 with an orientation programme for one month. The course commenced from 01.07.2015. Total 72 participants joined the programme. Out of 72 participants, 20 are from Indian Air

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Force, 15 are from Indian Army, 01 is from Indian Coast Guard, 03 are from Defence Hqrs., 21 participants are from Central Ministries and Departments, 12 participants are from State Governments. During the 5th Trimester of the Programme, the participants were sent to ICPE, Slovenia for two weeks International attachment from 16th - 27th January 2017.

The 16th PGDM(FM) 2016-18 programme commenced from 06.06.2016 with orientation programme for one month. The course commenced from 04.07.2016. Against 65 nominations that were received, 61 participants joined the programme. 05 participants are from Indian Air Force, 25 participants are from Indian Army, 01 participants is from Indian Coast Guard, 02 participants are from Defence Hqrs., 22 participants are from Central Ministries and Departments and 07 participants are from State Governments. The programme will run till 03.07.2018.

The 17th PGDM(FM) 2017-19 programme commenced 3rd July, 2017 with an orientation programme for one month. The course commenced from 04.07.2016. Total 47 participants joined the programme and are undergoing the training. 10 participants are from Indian Air Force, 15 participants are from Indian Army, 01 participants is from Indian Coast Guard, 05 participants are from Defence Hqrs., 10 are from Central Ministries and Departments, 05 participants are from State Governments. List of participants of the PGDM (FM) batches is placed at **Appendix – II**.

DIPLOMA IN GOVERNMENT ACCOUNTING & INTERNAL AUDIT

Diploma in Government Accounting and Internal Audit Programme for one year is to upgrade the technical skills of officers of the organised Accounts Services in the areas of Accounting, Internal Audit, Information Technology and General Management and also to improve their soft skill. The programme is duly approved by AICTE.

Batch	Batch Size	Start Date	End Date
8 th batch	33	15 th June, 2015	14 th June, 2016
9 th batch	31	15 th June, 2016	14 th June, 2017
10 th batch	33	15 th June, 2017	14 th June, 2018

The 8th batch started on 15th June, 2015, 31 officers attended the course which concluded on 14.06.2016.

The 9th batch started on 15th June 2016, 31 officers had attended the course which concluded on 14.06.2017. During the programme participants are exposed to many IT tools which they can use for maximizing their outputs during audit and also for consolidating the accounts. The participants of the 9th batch DGA&IA were deputed for one week international attachment to ICPE, Slovenia, from 08th to 12th May, 2017 where they were exposed to International Accounting and Audit procedures. DGA&IA 2015-16 was concluded on 14.06.2017.

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The 10th batch has started on 15.06.2017 with 33 participants from various Civil Ministries and Departments. The List of participants of the DGA&IA batches is placed at **Appendix – III**.

FELLOW PROGRAMME IN MANAGEMENT

This is an open program of 4 years duration to pursue research work and to produce competent researchers, teachers and consultants and is duly approved by AICTE. This program commenced from the academic session 2009. The year-wise participation in this program and date of start of each batch is given below:-

Year-Wise	Program Commenced on	No. of Scholars admitted	No. of Scholars who have withdrawn admission	Total	No. of Scholars Awarded
2009-13	27 th July, 2009	5	2	3	3
2010-14	10 th May, 2010	5	0	5	5
2011-15	9 th May, 2011	5	1	4	4
2012-16	11 th June, 2012	2	0	1*	1
2013-17	Got approval from AICTE but no admission was given				
2014-18	Was not approved by AICTE due to change in AICTE Rules+				
2015-19					
2016-20	01 st November 2016	03	00	05	---
2017-21	01 st September 2017	05	00	05	---
* During 2016 extension was approved and accordingly the Thesis was submitted by participant within stipulated time and is under evaluation.					

For the batch of year 2017-2021, Institute got an approval of 5 seats from AICTE; admission has been confirmed after following due process of selection as per AICTE Guidelines. Batch will join from 01st September, 2017.

POST GRADUATE DIPLOMA IN MANAGEMENT (FINANCIAL MARKETS)

The Institute started week-end Executive Programme in Capital Market in collaboration with Bombay Stock Exchange in the year 2008. Later the Institute signed a MoU with National Stock Exchange and conducted full time programme in Capital Markets.

Since 2015 it has been decided that NIFM shall conduct the programme in Financial Markets on its own and admitted 20 participants in 2015, 32 participants in 2016 and 46 participants in 2017. It shows more than 40% growth in terms of number of participants in each academic year.

The programme is well received by the participants who are largely drawn from the private sector. After completion of the programme most of the participants are being picked up by the corporates in the domain of Capital Market such as Funds Managers, Investment Banking, Mutual Funds, Private Sector Banks and Research Oriented

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organizations. The fee of the programme is ₹ 4,75,000/-. The best package offered to the participants in the current batch i.e. 2016-2017 was ₹ 10.5 lakhs per annum.

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The programme is comprehensive in nature, covering all major areas of financial markets viz., Equity, Debt, Mutual Funds, Equity Derivatives, Currency Derivatives, and Commodities etc. What has been sought to be achieved is an ideal blend of relevant academic knowledge and its application to financial markets. Pedagogy for the programme comprises classroom teaching, case studies, panel discussions, presentations and visits to national and overseas financial centers. The design, depth and delivery of the programme is in keeping with the latest trends in financial markets and is regularly being monitored by high level Academic Advisory Committee comprising of eminent academicians and professionals from educational institutes of repute and practitioners in key areas of finance.

The programme includes a two months internship which in last three years is supported by Department of Economic Affairs and Department of Financial Services. The programme includes a three day domestic attachment to the financial markets regulators such as SEBI, RBI and Stock Exchanges/Brokers in Mumbai. This program also has a one week international attachment to Singapore where the participants get exposure to international best practices in financial sector. In the last three years the participants has been attached to Singapore Stock Exchange Limited, Bloomberg Institute, Thomson Reuters, Philip Securities, SBI Global, Indian High Commission etc.

MANAGEMENT DEVELOPMENT PROGRAMS

NIFM conducts a large number of short duration courses - MDPs (Management Development Programme), in the areas of Public Procurement, Public Expenditure Management, Budgeting, Public Financial Administration, Financial Management, Accounting, Internal Audit, Procurement, Business Analytics, Information Technology, HR etc. All the MDPs whether open or sponsored are generally residential programmes. The MDPs are one of the major training activities undertaken by NIFM which adds to the knowledge of NIFM faculty while supporting capacity building of government servants who participate in these programs, and at the same time generating revenue for NIFM to ensure its financial sustainability.

The program on Public Procurement continues to be an important MDP conducted by NIFM. Till date, over 4100 participants have undergone the 6-day residential program. The program is extremely well received by the participants, and has received continued support from the Ministry of Finance with an MoU being signed by and between the Ministry of Finance and NIFM in January 2017 in terms of which NIFM will continue conducting this MDP for three more years.

This year, we have launched two important programs to cater to the pressing need of the Ministries/Departments: 1) Goods and Service Tax (GST) and 2) GFRs 2017 & Government e Marketplace (GeM). NIFM is an Accredited Training Partner of NACEN and has signed an MoU with NACEN for conduct GST Training. Over 1000 participants have already been trained on GST in the last three months. While last year we had trained near 1200 participants on Government e Marketplace, this year, we have combined GeM

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training with training on GFRs 2017 covering procurement as a two-day program. Currently, both the programs are conducted every alternate week and receive a large number of participants.

Some of the other important MDPs being conducted by NIFM are:-

- a) International Training Programme on Budgeting, Accounting and Financial Management
- b) Finance for non-Finance Executives
- c) Financial Management program for Officers of Indian Army
- d) Analytics for Government Managers

The International program on Budgeting, Accounting and Financial Management aims at providing officers with a sound grounding on public financial management issues of budget formulation, approval, execution and evaluation, the challenges of Integrated Financial Management Information System (IFMIS) in the context of Government Accounting, and the role of Audit in effective PFM. The current year's program has been revamped to address the recent developments impacting PFM in India such as GST, use of Government e Marketplace (GeM) for public procurement, GFR 2017, and also provides greater input on Financial Analytics with coverage of industry leading Business Analytics tool – Tableau, and basics of Machine Learning and Data Mining with Application in Finance Domain. The two week training at NIFM is followed by a 1 Week International attachment with ICPE, Slovenia where participants are exposed to some of the relevant PFM practices in Slovenia and the European Union.

In the current academic year 2016-17, NIFM has conducted 117 Management Development programmes (141.6 Program Weeks and 22870 trainee days) compared to 95 Management Development programmes (120.6 Program Weeks and 19176 trainee days) in the year 2015-16. A total number of 4214 participants were trained in 2016-17 as compared to 3062 in 2015-16. The increase in level of activity is also reflected in the revenue generated, which went up-to ₹ 15.88 crore in 2016-17 as compared to ₹ 13.62 crore in 2015-16. The number of MDPs conducted by NIFM has shown a consistent increase over the past few years.

CONSULTANCY PROJECTS

There was one Consultancy Project – Unitech Consultancy for Government of Haryana and it was completed during the year.

Infrastructure

The Institute is spread over a verdant 41 acre land in Faridabad. The green area comprises a forest area and cricket and football grounds. Outdoor games facilities include courts for tennis, volley ball, badminton besides cricket and football grounds. It has facilities for badminton, squash, billiards, table-tennis and also houses a modern gym adding up to a fairly modern sports complex. NIFM conducts regular sports tournaments with the main draw being the Directors' Cup for Volley Ball.

Training Programmes are conducted in eleven air-conditioned class-rooms equipped with modern audio-visual equipment. The Conference Hall and Board Room are also used for Management Development Programmes. The fully automated library has **35,732 books & periodicals; over 123 Indian and Foreign** Journals/Magazines and 5 full text database having more than 8000 e-journals/Magazines. The library is a member of DELNET where data in respect of more than 5625 libraries is available online. It uses in-Koha software for cataloging besides using barcode technology.

There are three computer labs in NIFM, of which two have recently been renovated to "State of Art", increasing the capacity from 30 to 54 participants in one lab and from 28 to 61 participants in the another lab. NIFM has a new LAN connectivity with up-to-date technology where connectivity has been provided to each room of main building, hostels and residential area.

We have recently connected to the National Knowledge Network (NKN), a state-of-the-art multi-gigabit pan-India network, meant for providing a unified high speed network backbone for all knowledge related institutions in the country.

The 185 seat auditorium and the amphitheater are venues for regular cultural programmes presented by participants of various programmes.

All the programmes are residential, though few Delhi-based participants of PGDM (FM) and MDPs prefer to commute from Delhi. Appropriate accommodation is provided to all participants of the program. NIFM has self-contained hostel facilities in two separate blocks viz. new hostel block and old hostel block. Catering, laundering, housekeeping and maintenance services have been outsourced and are professionally organized.

The period under reference witnessed lot of activities on infrastructure development. Since the campus is over two decades old, a fair amount of heavy duty maintenance has become necessary. In year some of the roads in the campus have been re-carpeted and bathrooms in the academic/administrative block have been renovated. As mentioned earlier, a new state of art computer lab has been created and the work of LAN has been completed in administrative/academic block and new hostel. Further, the new hostel has been made fully operational and can house 98 trainees on single occupancy basis.

Other Developments

Developments in Recent Past related to the Computer Section

With the aim to enhance transparency, efficiency and speed in the procurement, and a step towards Digital India Initiative, the institute has started purchasing all the common use goods through a one stop Government e-Market place (GeM) i.e. gem.gov.in. Some of the highlights of the computer section are mentioned below:

Hardware:

- As advised by the members of the Academic Advisory Committee meeting held on 14-3-2015, all the lecture halls and both the computer labs have been installed with CCTV cameras. Examination are also held under CCTV. In addition to this, the Board Room and Library have also been installed with CCTV cameras.
- To keep the Labs equipped with latest state-of-the-art technology computers, the institute is in the process of procurement of 56 no. of all-in-one desktop computers.
- In compliance of the circulars being received from Dept. of Expenditure regarding implementation of e-Office in its entirety, proposal for procurement of 21 no. of Multi-function Printers (i.e. copy, fax and print) is being procured.
- For the safety of the NIFM campus and to keep vigil on the ongoing activities, CCTV cameras have been installed at Hostel Receptions, Hostel Corridors, Main Gate, Rear Gate and Office Building Corridors.

Software:

- To reach out to greater audience, to have a latest look and to enhance our institute's online presence, NIFM's website is being renovated through NICS and the revamped website will be made live in a short span of time.
- IDEA Version 9.2 Data Auditing Software with 35 no. of Single Electronic Licenses have been procured on 14.09.2015 and installed in computer Lab 2 for classes in long term and MDP programmes.
- The Institute has issued an order for the purchase of 25 no. of licenses of Tableau Desktop Personal Edition – Data Analysis software on which participants of PTC and DGAIA courses will be trained.

OTHER DEVELOPMENTS

Compliance on Digital India Drive:

- As a step towards Digital India Initiative, procurement of items through Government e-Market portal has been implemented by the Institute. Now all available items are being procured through e-procurement which provides a single point access to the information on procurements made across various Central Government Organizations.
- Again in compliance of the eSign Framework Project under Digital India Initiative, filing of institute's income tax returns for each quarter is being done online by digitally signing a document using Aadhar authentication by the institute. Issue of TDS certificates i.e. Forms 16 and 16A are also being done with digital signature.
- In strict compliance of the Office memorandum no. 11013/9/2014-Estt(A-III) dated 21-11-2014 from Govt. of India regarding installation of Aadhar Enabled Biometric Attendance System (AEBAS) in the Office, 10 no. of Wi-Fi enabled attendance machines for Officers and Staff have been procured and installed. 20 no. of Finger Print Scanner devices have been purchased and installed with desktops in the rooms of the Faculty members for registering attendance their attendance.

Lecture Hall Up gradation

- Lecture Hall 4 has been upgraded to a seating capacity of 75-80 participants.

ADMINISTRATION

Administration

STAFF STRENGTH

The Institute has a total sanctioned strength of 89, which includes 28 faculty posts. 61 posts including 13 faculty posts are presently filled.

TABLE: BREAK-UP OF SANCTIONED POSTS AND VACANCIES

CATEGORY	NUMBER OF POSTS		
	Sanctioned	In position	Vacant
Faculty	32	17	15
Staff	61	46	15*
Total	93	63	30

* Filled up through contractual employees

FACULTY STRENGTH

Followings are the faculty members as on 31.03.2017 is given below:

Sanctioned Post	NO.	Status			Vacancy
		Regular	Deputation	Contractual	
Professor	9	4	4	0	1
Associate Professor (SG)	2	0	0	0	2
Associate Professor	5	1	0	1	3
Assistant Professor	7	1	2	1	3
Chief Administrative Officer	1	NA	0	NA	1
Chief Accounts Officer	1	NA	0	NA	1
Faculty Associate	1	0	0	1	0
Research Associate	5	0	0	1	4
Assistant Librarian	1	1	0	0	0
	32	7	6	4	15

The facilities provided to the staff include Group Insurance Scheme and medical facilities with an in-house doctor (not 24 × 7) and tie-up with local hospitals. The staff is provided with residential quarters. A 650 KVA generator system has been installed as a standby mode to ensure round the clock power and water supply in NIFM's Campus.

ADMINISTRATION

Since the Career Progression Scheme for Faculty is in abeyance and we are seeking approval for revival. Whereas the MACP Scheme for Staffs has been put in place, to raise the morale and motivation levels in the Institute. The Recreation Club that has Faculty and Staff as its members regularly organizes cultural and sports activities.

Reservation Policy of Government of India for SC/ST/OBC category at Staff levels is implemented in NIFM as per orders on the subject.

ADMINISTRATION

ABSTRACT OF BALANCE SHEET AND INCOME & EXPENDITURE

BALANCE SHEET

(Amount-₹)

Particulars	As on 31.03.2017	As on 31.03.2016	Particulars	As on 31.03.2017	As on 31.03.2016
Corpus/Capital fund & Liabilities			Assets:		
Corpus Fund			Fixed Assets	23,29,31,402	24,90,94,562
Capital Assets Fund	3,30,08,826	3,16,66,642	Investment from Endowment Funds	1,36,934	1,26,428
Reserve & Surplus	33,14,93,885	33,62,38,529	Current Assets, Loans & Advances	33,84,47,385	29,34,34,544
Endowment Fund	11,65,40,712	10,18,57,507			
Current Liabilities & Provisions	1,36,934	1,26,428			
	9,03,35,364	7,27,66,428			
TOTAL	57,15,15,721	54,26,55,534	TOTAL	57,15,15,721	54,26,55,534

INCOME AND EXPENDITURE STATEMENT

(Amount-₹)

Particulars	As on 31.03.2017	As on 31.03.2016	Particulars	As on 31.03.2017	As on 31.03.2016
Income :			Expenditure :		
Income from Services	26,03,27,834	23,52,39,666	Establishment Expenses	7,91,07,710	5,89,34,274
Grants	70,00,000	1,40,00,000	Academic Expenses	9,87,96,900	9,24,66,191
Interest Earned	1,04,51,239	81,07,292	Consultancy Expenses	69,53,689	6,76,383
Other Income	28,19,428	27,24,501	Electricity/ Infrastructure maintenance/ Services	4,93,74,508	4,01,64,141
			Other Administrative Expenses	1,37,30,160	1,57,23,317
			Provision for Doubtful Debts	0	0
TOTAL	28,05,98,321	26,00,71,459	TOTAL	24,79,62,967	20,79,64,306
Surplus before depreciation				3,26,35,354	5,21,07,153
Less : Depreciation (net)				(1,14,18,516)	(1,12,15,114)
Less : Prior Period Expenses				(17,15,608)	(6,03,372)
Net Surplus				1,95,01,230	4,02,88,667
Excess of Income over Expenditure carried over to Balance-sheet				1,95,01,230	4,02,88,667

STATUTORY PROVISIONS

Statutory Provisions

IMPLEMENTATION OF RIGHT TO INFORMATION ACT, 2005

Information that has to be provided suo-moto by the Institute (under Section 4 item (i) to Information that has to be provided suo-moto by the Institute (under Section 4 item (i) to (xvii) of RTI Act) have been placed on NIFM web site www.nifm.edu.in for public use. The information includes details of the organisation, functions, duties, powers and list of employees including their emoluments etc. A Central Public Information Officer has been appointed. Other relevant details like Appellate Authority, procedure to obtain the information & fees structure etc. are also placed on the website.

PROMOTION OF HINDI

In compliance with the policy of the Department of Official Language, Ministry of Home Affairs, a Hindi Coordination Committee has been constituted in the Institute. The staff are sent for training of Hindi typing, noting & drafting organized by Central Translation Bureau etc. 'Hindi Pakhwada' was celebrated in NIFM during the month of September, 2016 in which various competitions such as Essays, Noting, Drafting, Dictation in Hindi language were organized in which faculty, officers, staff and training officers whole heartedly participated.

SEXUAL HARASSMENT OF WOMEN AT WORKPLACE

To tackle the problem of sexual harassment, the Ministry of Women and Child Development ("**Ministry**"), by a Notification dated December 9, 2013 passed the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (the "**Act**") which became effective from December 9, 2013. The Institute has implemented the rules and act on the subject, i.e., Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013 (the "**Rules**") and as mandated an Internal Committee to tackle the issues has been put in place.

SWACHH BHARAT ABHIYAN

In accordance with the action plan, the Institute places great emphasis on maintaining cleanliness in its office buildings, hostel buildings, residential complexes, campus, as well as surrounding areas.

STATUTORY PROVISIONS

IMPLEMENTATION OF E-OFFICE

The need for effectiveness and transparency in Government processes and service delivery mechanism is a long - felt one. The physical file movement of official files & documents incurs a lot of time and requires a continuous monitoring from desk to desk before the final decision is made by the senior officials. Consequently, many crucial decisions get delayed due to the slow movement of files and/or unavailability or absence of the senior officials in the office for clearing these files. Theft and missing of files is also not uncommon in most of the government offices.

The immediate need in such scenario was to have a system in place where an authorized employee could locate the required documents and/or files in the shortest possible time, update and share them with other relevant users and eventually store them with proper references. eOffice is a step forward into an era of paperless administration in Institute. The Institute is striving to implement 100% compliance of eOffice.

IMPLEMENTATION OF AEBAS

As part of the “Digital India” program of Government of India, it has been decided to implement common Biometric Attendance System (BAS) in the Central Government Offices (Agencies) located in Delhi which may be extended to offices of the state and governments and other government institutions in future. On the similar lines, the Institute has implemented Biometric Attendance system which enables an employee to register attendance by simply presenting his/her biometric (finger print/Iris). This event is authenticated online after one to one match with the bio - metric attributes stored in the UIDAI data base against the employee’s Aadhar number.

APPENDIX – I

Appendix – I

List of Participants of 24th Batch of Professional Training Course (16th Jan. to 14th July, 2017)

Enrollment No.	Name of the Probationer	Service
PTC241701	Aditya Kumar	IDAS
PTC241702	Ankit Jain	ICAS
PTC241703	Bilwal Shafiq Chowdhary	IP&TAFS
PTC241704	Chajat Lowang	ICAS
PTC241705	Deban S.S	IDAS
PTC241706	Deepali	IP&TAFS
PTC241707	Dhanashree Patil	ICAS
PTC241708	Duyu Kampu	IDAS
PTC241709	Garud Rahul Deelip	ICAS
PTC241710	Gautam Mohakul	ICAS
PTC241711	Gunjan Bharti Mishra	IP&TAFS
PTC241712	Haseen Zahera Rizvi	IP&TAFS
PTC241713	Khalid Hussain	IP&TAFS
PTC241714	Manish Kumar Choudhary	IDAS
PTC241715	Manuj Jindal	IP&TAFS
PTC241716	Nandini Palat	IP&TAFS
PTC241717	Parashar Vinit R K P Singh	IDAS
PTC241718	Pooja Gupta	IP&TAFS
PTC241719	Prem Prakash	IP&TAFS
PTC241720	Rahul Garg	ICAS
PTC241721	Shubhranil Das	IP&TAFS
PTC241722	Sunil George	IP&TAFS
PTC241723	Sushil Riyar	IDAS
PTC241724	Sushma Negi	IP&TAFS
PTC241725	Swati Surve	IDAS
PTC241726	Utkarsh Mishra	IDAS
PTC241727	V Muthu Kumar	ICAS
PTC241728	Vaishnavi D	IP&TAFS
PTC241729	Vijay Taneja	IDAS
PTC241730	Vijaypal Bishnoi	IDAS
PTC241731	Vivek Anand	IP&TAFS
PTC241732	Sandhya Sameera Mekala	IP&TAFS
PTC241733	Patil Pranjal Lahensingh	IP&TAFS
PTC241734	Kunal Srivastava	IP&TAFS

APPENDIX – II

Appendix – II

List of Participants of Post Graduate Diploma in Management (Financial Management) 2017-19

S.No.	Designation	Name	Sponsor
CENTRAL GOVERNMENT (DEFENCE)			
1.	Col	Sanjay Verma	15 Indian Army
2.	Col	Upmanyu Singh Rathore	
3.	Col	Niran Bhushan	
4.	Col	Rahul Gupta	
5.	Col	Paritosh Mishra	
6.	Lt. Col.	Vivek Sharawat	
7.	Lt. Col.	Vivek Siwach	
8.	Lt. Col.	Sunil S Kotwal	
9.	Lt. Col.	Pankaj Kumar Sinha	
10.	Lt. Col.	Prashant Dixit	
11.	Lt. Col.	Dharmendra Singh Malik	
12.	Lt. Col.	Akash Sharma	
13.	Lt. Col.	Ranjit Ravindran	
14.	Lt. Col.	Ajit Singh	
15.	Lt. Col.	G K Srijith	
16.	Comdt(JG)	Vinod Kumar Parmar	Indian Coast Guard
17.	Gp. Capt.	P Basu	10 Indian Air Force
18.	Gp. Capt.	H J Singh	
19.	Gp. Capt.	S Chatterjee	
20.	Gp. Capt.	K Gopal	
21.	Gp. Capt.	G S Sidhu	
22.	Gp. Capt.	K Sharma	
23.	Gp. Capt.	K Rastogi	
24.	Gp. Capt.	R S Chowdhury	
25.	Gp. Capt.	R Janardhanan	
26.	Gp. Capt.	R Sahoo	
27.	Director (Budget)/NHQ	Sh. Rohit Singh	5 M/o Defence
28.	Dy. Dir, Dte MT/Air HQrs	Sh. S Kasimayan	

APPENDIX – II

29.	Dy. Dir, CP(P)/AGs Br.	Sh. Prabhakar Kumar	
30.	Dy. Dir, CAO/A-7(A)	Sh. Anil Kumar	
31.	Under Secretary	Sanjay Kumar Jha	
CENTRAL GOVERNMENT			
32.	Principal Private Secretary	Satish Kumar Batra	M/o Ayush
33.	Under Secretary	J Sriram Murty	NITI Aayog
34.	Under Secretary	Akhilesh Kumar Pandey	M/o Development of North Eastern Region
35.	Under Secretary	Naresh Kumar	M/o Finance, D/o Expenditure
36.	Under Secretary	Atul Kumar Singh	M/o Labour & Employment
37.	Under Secretary	Sunil Chauhan	M/o Consumer Affairs, Food & Public Distribution
38.	Dy. Inspector General	Amit Sharma	M/o Home Affairs
39.	Under Secretary	Yoginder Singh	3M/o Commerce & Industry
40.	Under Secretary	Munna Prasad	
41.	Under Secretary	Yash Pal	
42.		Santosh Kumar Chaubey	M/o HRD
STATE GOVERNMENT			
43.	Asst. Controller (F&A)	Rahul Lamba	2 Govt. of Himachal Pradesh
44.	Asst. Controller (F&A)	Vikas Gupta	
45.	Special Asst.	Atul Kumar	Govt. of J & K
46.	Treasury Officer	Vikas Kumbhar	2 Govt. of Maharashtra
47.	Treasury Officer	Umesh Gaikwad	

Break-up wise Participants of PGDM (FM) 2017-19

Ministry/Department	Department	No	Total
Ministry of Defence	Indian Air Force	10	31
	Indian Army	15	
	Ministry of Defence	5	
	Coast Guard	1	
Ministry of Ayush	01	10	16
Ministry of NITI Aayog	01		
Ministry of Commerce & Industry	03		
Ministry of Consumer Affairs, Food & PD	01		

APPENDIX – II

Ministry/Department	Department	No	Total
Ministry of Defence	Indian Air Force	10	31
	Indian Army	15	
	Ministry of Defence	5	
Ministry of Development of North Eastern Region	01		
Ministry of Finance (Dept. of Exp.)	01		
Ministry of Home Affairs	01		
Ministry of Labor & Enterprises	01		
Ministry of HRD	01		
Govt. of Himachal Pradesh	02	5	
Govt. of Jammu & Kashmir	01		
Govt. of Maharashtra	02		
TOTAL			47

APPENDIX – III

Appendix – III

List of Participants of DGA&IA 2017-18

S.No.	Name	Sponsoring Organisation
1.	Ajay Sood (Shri)	CBDT
2.	Anuradha Thapar Mahajan (Ms.)	M/o Urban Development
3.	Arnab Barua (Shri)	Ministry of Mines
4.	Gajender Singh Rawat(Shri)	M/o Rural Development
5.	Girish Duseja (Shri)	M/o Finance
6.	Harbhajan Singh (Shri)	M/o Information & Broadcasting
7.	Jitender Bhutani (Shri)	M/o Home Affairs
8.	Jitender Singh (Shri)	CBDT
9.	Lakshman Dubruwal (Shri)	CBDT
10.	Manoj Kumar Gupta (Shri)	M/o Home Affairs
11.	Marina Sood (Ms.)	M/o Human Resource Development
12.	Meenakshi Chauhan(Ms.)	M/o Home Affairs
13.	Pradeep Kumar (Shri)	M/o Urban Development
14.	Praveen Rawat (Shri)	M/o Agriculture
15.	Pushpinder Singh (Shri)	CBDT
16.	Rajender Kumar Chauhan (Shri)	M/o Personnel, Public Grievances & Pensions
17.	Rajiv Gupta (Shri)	CBDT
18.	Rakesh Kala (Shri)	M/o Consumer Affairs, Food & Public Distribution
19.	Ranmeet Singh (Shri)	M/o Expenditure
20.	Rekha S. Bhakuni (Ms.)	M/o Industry
21.	Rekha Jaiwal (Ms.)	M/o Finance
22.	Ritu Gosain (Ms.)	M/o Personnel, Public Grievances & Pensions
23.	Ritu Pathak Kulshreshtha (Ms.)	M/o Consumer Affairs, Food & Public Distribution
24.	Sanjay Kumar (Shri)	CBDT
25.	Shanta Bhardwaj (Ms.)	Central Board of Excise & Customs
26.	Sunil Kumar Gupta (Shri)	Central Board of Excise & Customs
27.	Sunil Kumar Rana (Shri)	M/o Finance
28.	V. Bhanu Prakash (Shri)	M/o Home Affairs
29.	V. Jayaram (Shri)	M/o Home Affairs
30.	V. L. Shah (Shri)	Min of Shipping, Road Transport & Highways
31.	Vijay Kumar (Shri)	Ministry of Health and Family Welfare
32.	Vinod Kumar (Shri)	M/o Home Affairs
33.	Vivek Kandpal (Shri)	M/o Consumer Affairs, Food & Public Distribution

CONTACT INFORMATION

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