



Public Financial Management and Training Institute, Jaipur

Training Program on "Basic Knowledge of GST Returns, MIS Data, Refund & Applications" (from 29th April, 2024 to 01st May, 2024)

Time Table

Venue: HCM RIPA, Jaipur

Date		Session I 10:00 AM to 11:30 AM	Session II 11:45 AM to 01:15 PM	Session III 02:15 PM to 03:45 PM	Session IV 04:00 PM to 05:30 PM
29.04.2024	Registration	Basic knowledge of Refund process, Shipping Bill verification and the preparation of preliminary conclusion report. <i>Faculty - Nemi Chand Sharma</i>		Preparation of various reports on the Basis of MIS data. <i>Faculty - Tejram Meena</i>	Basic knowledge of GST Returns. <i>Faculty - Arvind Mishra</i>
30.04.2024	RECAP	Audit in GST, Preparation of ADT-01. <i>Faculty - Dharampal</i>	Preparation of financial statement for Audit analysis. <i>Faculty - Mahesh Kumar Gupta</i>	Structure of Proper SCN, Compilation of MIS report for pre adjudication analysis. <i>Faculty - Pramod Sharma</i>	Demand & Recovery, Preparation of draft notices DRC-13/ DRC-14.
01.05.2024	RECAP	Overview of Boweb, Registration return module. <i>Faculty - Tejram Meena</i>	Refund Module.	MIS Module. <i>Faculty – Dharampal</i>	Enforcement Module. <i>Faculty – Ashish Koolwal</i>

Tea: 11:30 AM to 11:45 AM and 03:45 PM to 04:00 PM

Lunch: 01:15 PM to 02:15 PM