

INFORMATION BULLETIN 2024-2025



**24 weeks
Certificate Course
in Executive
Business
Management**



**अरुण जेटली राष्ट्रीय वित्तीय प्रबंधन संस्थान
Arun Jaitley National Institute
of Financial Management**

An Autonomous Institute of Ministry of Finance

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ABOUT AJNIFM

The Arun Jaitley National Institute of Financial Management (AJNIFM) is a Central Training Institute specializing in capacity-building of professionals in the fields of Public Policy, Public Finance, Financial Markets, Financial Management, and other related areas for promoting the highest standards of professional competence and practice. AJNIFM has been accorded 4 star rating by National Accreditation Board for Education and Training (NABET) in Dec 2023.

AJNIFM was set up in 1993 as a registered society under the Ministry of Finance, Government of India. To begin with, it was mandated to train the officers recruited by the Union Public Service Commission (UPSC) through the Civil Services Examination and allocated to the various services responsible for managing senior and top management positions dealing with accounts and finance in the Government of India. In due course of time, AJNIFM has become a premier resource center to meet the training needs of the Central Government for their senior and middle-level officers. AJNIFM also caters to the State Government, Defense establishments, Autonomous Bodies, and other Financial Institutions for their capacity-building and research requirements.

AJNIFM plays a pivotal role in governance and administrative reforms by providing a platform for interaction, exchange of ideas, and experience among officers from various organized services, state governments, and personnel of civil and defense establishments.

Apart from capacity building, AJNIFM is also engaged in research studies in the areas of financial markets, accounting, audit, financial management, public procurement, and other issues related to public finance, public policy, and delivery systems. The outcomes of such research studies are published and disseminated through Research Papers, Journals, and Books.

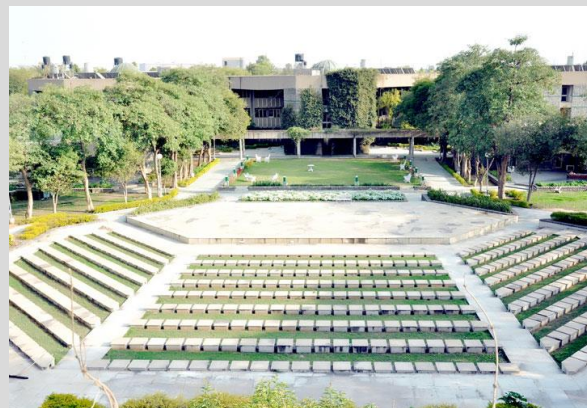
AJNIFM also undertakes various consultancy projects relating to its domain viz., monitoring and evaluation of various government schemes, third-party evaluations, writing of policy documents, manuals, etc.

The Union Finance Minister of the Government of India is the President of the AJNIFM Society. The Secretary (Expenditure), Government of India is the Chairman of the Board of Governors (BoG). The Director, AJNIFM is responsible for the administration and academic programs of the Institute. AJNIFM has a distinct advantage of an amalgamation of faculty from academics, industry experts and government.

OBJECTIVES

i) 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;

- ii) To establish the Institute as a *Centre of Excellence* in financial management for promoting the highest standards of professional competence and practice;
- iii) To undertake and promote research/ consultancy studies in the fields of accounting, audit, financial and fiscal management and related subjects;
- iv) 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;
- v) To organize International Training Programs and to keep abreast with the progress made in the rest of the world in the area of finance and accounts, particularly in the Government and public sector institutions.



MESSAGE FROM THE DIRECTOR AJNIFM



Shri Praveen Kumar, IDAS

It is with great pride that I invite you to join the six-month Certificate Course in Executive Business Management at AJNIFM. As the Director, I have witnessed first-hand the dedication, perseverance, and intellectual growth of each of the outstanding individuals.

Our course attracts officers from the tri-services who bring a wealth of experience, a deep commitment to excellence, and an unwavering drive to succeed. During their time at AJNIFM, they will acquire a comprehensive understanding of business management, coupled with a versatile skill set tailored to meet the challenges of the modern professional world.

The first DGR course was met with great enthusiasm and yielded outstanding results, equipping participants with essential business management skills and insights that are critical for thriving in today's dynamic professional environment. Building on this success, the upcoming session promises to be even more impactful, with an enhanced curriculum and opportunities for practical learning.

As officers of the tri-services, your dedication, leadership, and commitment to excellence uniquely position you to benefit from this course. The skills and knowledge you will acquire are not only aligned with the demands of the modern workplace but are also tailored to leverage your military experience in new and innovative ways.

This is an exceptional opportunity to further your professional development, broaden your career prospects, and join a network of like-minded professionals who are making significant strides in the business world.

I encourage you to seize this opportunity and get enrolled in the 2nd DGR Executive Business Management course. Together, we can continue to build on the momentum of our first successful course and achieve even greater heights.

We look forward to your participation and to helping you embark on this next step in your professional journey.

MESSAGE FROM THE PROGRAM DIRECTOR



DIG Nupur S. Kulshrestha

It is with great enthusiasm that I invite you to join the 2nd DGR Executive Business Management Course at AJNIFM, scheduled for November 2024 to April 2025. Following the resounding success of our inaugural DGR course, we are excited to continue offering this unique and transformative program.

This six-month course is meticulously designed to equip officers from the tri-services with cutting-edge business management skills, blending rigorous academic learning with practical, real-world applications. Our curriculum is crafted to leverage your extensive military experience and transition your leadership and strategic thinking capabilities into the business world.

At AJNIFM, we are committed to providing an enriching educational experience that not only enhances your knowledge but also broadens your career horizons. Participants in our first DGR course experienced remarkable personal and professional growth, and we're confident that this second course will be even more impactful.

I encourage you to take advantage of this opportunity to invest in your future, expand your professional network, and acquire the tools necessary to excel in the business management field. We are here to support your journey every step of the way.

We look forward to welcoming you to AJNIFM and being a part of your continued success.



Program Director during 1st DGR Valedictory Function

AJNIFM OTHER PROGRAMMES

- Professional Training Course (PTC) for Probationers of organized Accounts Service of Government of India: Professional Training Course (PTC) is meant for the probationers of the participating Finance and Accounts services of the Union Government. This programme is designed to equip the newly recruited Group 'A' officers of the Finance and Accounts Services for taking up higher responsibilities in the field of Public Financial Management.
- DGR Sponsored Programme for Defence Officers: The AJNIFM has signed a MoU with Directorate General of Resettlement (DGR) administered by Indian Army. This comprehensive course specifically designed for officers serving in the tri-services. The Certificate Course in Business Management aims to equip the officers with the necessary skills and knowledge required to transition successfully from a defence environment to the corporate world.
- Master of Business Administration (Finance): MBA (Finance) is a two-year full time residential programme. The programme is recognized by Jawaharlal Nehru University, New Delhi. The programme is accredited by JNU. The participants are enrolled as students of JNU, and will be awarded the MBA degree on completion of the programme. The programme is open to Government Officers and fresh graduates as well as experienced candidates desirous of a career in the financial sector. The MBA (Finance) programme has been designed with the objective of developing trained professionals in the financial sector capable of occupying positions of responsibility in regulatory bodies, market intermediaries, banks, mutual funds, asset management companies, stock exchanges, commodity exchanges, and similar organizations in private and government sectors. The curriculum also consists a visit to Mumbai as well as Singapore wherein the participants avail an opportunity to interact with the professionals functioning at the apex level in the financial sectors such as RBI, SEBI, NCDEX, MCX, FIMMDA.
- Post Graduate Diploma in Government Accounting & Internal Audit: The Post Graduate Diploma in Government Accounting & Internal Audit Programme, is a one-year programmed signed to upgrade the technical skills of officers of the Controller General of Accounts & organize accounting services of the various government departments in the areas of accounting, internal audit, information technology, general management, etc.

CAPACITY BUILDING PROGRAMMES / MANAGEMENT DEVELOPMENT PROGRAMMES (MDPs)

- AJNIFM conducts a large number of Capacity-Building short-duration Management Development Programmes / Executive Development Programmes in the areas of public expenditure management, budgeting, public financial administration, financial management, accounting, internal audit, procurement, GST, IT, HR, etc. The officers of the Indian Economic Service (IES), Indian Statistical Service (ISS),

Indian Telecom Service (ITS), other central and state government services, PSUs, municipal corporations, autonomous institutes, and bodies participate in these MDPs / EDPs.

- AJNIFM has signed a MoU with Army Training Command (ARTRAC) for training of officers on Public Procurement and Financial Management from 1 April 2024 - 31 March 2027.
- AJNIFM also conducts a few programmes under the ITEC initiative of the Ministry of External Affairs with participation of officials from many developing countries. Besides, AJNIFM also organizes a few midcareer programmes for officers of participating services with international attachments in the US/UK/ Canada etc.



Public Procurement Course for Arms & Service officers of ARTRAC 2024



Benchmarking Course for Indian Navy Officers 2024



Financial Management Course for Arms & Service officers of ARTRAC 2024

DGR PROGRAM OVERVIEW

A vast majority of armed forces officers leave their service with at least two decades of productive careers still ahead of them. The officers leaving service range from short-service officers, with about eight to ten years of experience, to those who have completed their pensionable service of around 20 years and are in their 40s. The vast and unmatched experience of armed forces make them fit for five basic role profiles. The first is general management & administration. During a typical career, an officer performs the role of managing resources and equipment worth several hundred crores. He is responsible for the well-being and training of his men, planning logistics, controlling deployment and coordinating exercises with other units and services. The second role flows from these experiences into HR and man management. During service, an officer is held accountable for the well-being of his men and their families. Operations is another role where officers take like duck to water. Security is a natural extension, ranging from physical and electronic security to high-end specialized roles such as counter-intelligence, fraud investigation, and close protection of high value assets, disaster and crisis management. The last role where many officers have proved their mettle is the holy grail of wealth creation. They have successfully founded and led companies in sectors ranging from consulting to retail. The Armed Forces officers have headed business units, other assessment. They have been leading correspondents, authors, entrepreneurs, social activists, administrators and thought leaders.

Another important area which remains not much developed is the finance. In the services, officers learn to optimize the resources for output-but seldom have the need to understand and apply basic rules of finance and worry about rates of return on investment, a skill that is essential to handling finance responsibilities. With almost every Government policy aiming to develop a culture of self-reliance it becomes important for officers to understand the nuances of how the businesses operate, not just for future roles but for the present too. A modern day officer is expected to operate in a highly competitive environment and aspiring to assume a more effective role in decision making process would therefore, do well to possess sufficient insight into the intricacies of financial issues. A proactive role in decision-making requires each functional manager to equip herself/himself with a working knowledge of finance and various related concepts so that s/he can objectively, and in a professional manner, evaluate alternative courses of action.

With this as the background AJNIFM has designed a 24 week program to tap the potential of the highly experienced and talented officers of the Armed Forces with the objective to facilitate their smooth transition into senior and midlevel management positions after their retirement in the world outside the Armed Forces.

PROGRAM OBJECTIVE

In this twenty-four week, full-time programme, the idea is to familiarize the officers with the requisite analytical tools and techniques; and develop a holistic perspective and

global mind-set to understand issues of an enterprise. The objectives of the programme are:

- To develop attitude to enable participants to transit into a second career and be effectively absorbed outside the defence forces.
- To enhance the professional competence of participants in different areas of Management.
- To develop a general management perspective from the standpoint of a total enterprise;
- To develop a global mind-set to foster a comprehensive understanding of corporate sector working, besides other.

WHO IS THIS PROGRAM FOR

The program is designed for the officers who have been approved for voluntary retirement or have retired & short service commissioned officers, shortly quitting the service at the end of their engagement with the Service.

PROGRAM DESIGN

The 2nd DGR course at AJNIFM, spanning 24 weeks from November 18th 2024, will be divided into two modules of 12 weeks each, covering the following papers:

Module: I (24 Credit = 240 hours)

- 101 Financial Accounting
- 102 Managerial Economics
- 103 Management of Information Systems, Data Analytics and Business Intelligence
- 104 Organizational Behaviour & Business communication
- 105 Research Methodology
- 106 Financial Management and Analysis
- 107 Cost and Management Accounting
- 108 Human Resource Management

Module: II (21 Credit = 150 hours)

- 201 Data Analysis & Design Tools
- 202 Production and Operation Management
- 203 Design thinking, Innovation & Entrepreneurship
- 204 Legal Environment of Business
- 205 Project Planning, Evaluation, Financing & Management.
- 206 Elective Paper- I
- 207 Elective Paper- II

- **Elective Papers- I**

1. Supply Chain Management
2. International management
3. Security Analysis & Portfolio Management

- **Elective Paper- II**

1. Financial Derivatives
2. Fixed Income Securities
3. Managing E-Business/ six sigma & Lean thinking.

Project work (15 Credit)

Note: An independent project has to be submitted within the course duration by every participants.

Glimpses From 1st DGR Course



• **Record of Officers Placed After The 1st DGR Course**

S. No.	Name	Designation	Company
1.	Lt Col Arun Pushkar (Retd.)	Director IT & Cloud Ops	Axtria, Gurgaon
2.	Cdr Manas Mohrana (Retd.)	GM Information Security	Greenko, Hyderabad.
3.	Lt Cdr Suraj KS (Retd.)	Vice President	JP Morgan, Mumbai
4.	Lt Cdr P Prajeesh Nair (Retd.)	Project Manager	Ohmium Operations Pvt. Ltd. , Bangalore
5.	Lt Cdr Ayush Sharma (Retd.)	Site Lead Operations	Amazon, Vijayawada (AP)
6.	Col Bipin Bahadur Singh (Retd.)	DGM Security & Loss prevention	Greenline Mobility Solutions, Mumbai
7.	Lt Cdr Nidhi Bhardwaj (Retd)	TMC Project Co-ordinator	Tata Memorial Centre (TMC) Parel, Mumbai.
8.	Col Parvinder Singh (Retd)	Vice President	Wells Fargo



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Arun Jaitley National Institute of Financial Management, Faridabad
An Autonomous Institution of Ministry of Finance, Government of India

मनुष्यवती मूर्तिरर्थः

24 Weeks Executive Business Management
For
Directorate General Resettlement (DGR)
20th November 2023 to 06th May 2024
Program Director: DIG Nupur S. Kulshrestha



SITTING ROW (L-R) : Cmde Ravi Sirohi, DIG Nupur S. Kulshrestha (Program Director), Cmde Atul Dhawan, Shri Bijoy Kumar Singh ,IAS, Shri Praveen Kumar (Director AJNIFM), Brig RS Rawat, Col MKS Rathore.

STANDING 1st ROW : Col Ankur Mehta, Col Pankaj Kumar Mishra, Lt Col Satbir Singh, Col BKS Koyari, Col Vipin Sondhi, Col Parvinder Singh, Col Binoj Koshy, GP Capt Abhishek Gautam, Cdr Karam Singh Dahiya, Lt Col Rohit Wadhawan.

STANDING 2nd ROW : Lt Cdr Suraj KS, Lt Cdr Jeetendra Singh Pundir, Lt Cdr Richa, Maj Aishwarya Singh, Lt Col Arun Pushkar, Cdr Manas Ranjan Moharana, Cdr Navjeet Sharma, Lt Cdr Neeraj Yadav.

STANDING 3rd ROW : Lt Cdr Nidhi Bhardwaj, Lt Cdr Sahil Tyagi, Lt Cdr Abhinav Wadhawani, Lt Cdr Alakh Gulati, Lt Cdr Vaibhav Singh, Lt Cdr Ayush Sharma, Lt Cdr Pakkurthi Abinav Santosh Vinay, Lt Cdr P Prajeesh Nair.

Pedagogy

Methodology

A combination of various contemporary teaching methods such as cases, projects, Computer aided instructions, group discussions, lectures, seminars, simulations, presentations by participants, and lectures by guest speakers from industry and government shall be used. The lecture and case method is the predominant pedagogical tool as this sharpens the analytical skills of participants. Instructors shall mainly guide the officer participants in and group, encourage them to develop and defend arguments, and take decisions. Visit to different industries will also be conducted in order to understand the organization working in real environment.

The course instructor will provide a course outline detailing the course objectives, contents, evaluation pattern and the appropriate references. Reading material or a book will also be provided to participants.

Performance of participants will be monitored on a continuous basis through quizzes, assignments, tests and examinations. To qualify an examination, the participants are required to fulfill all academic requirements.

On successful completion of the programme participants will be awarded with a "24 Week Certificate Course in Executive Business Management.

Admission Procedure

Armed Forces Officers of ranks from Captain to Brigadier (equivalent) are eligible for this course. The officers will have to apply to respective Service Directorates for their nomination for resettlement course at AJNIFM, Faridabad. Final selection will be made by the Director General of Resettlement (DGR), Delhi based on the applications received by them and intimated to AJNIFM for admission process. Only those officers whose names have been approved by DGR will be eligible to participate in the course.

Placement Assistance

The institute does not assure placement, however, will assist in placement through designated consultancies.

Admission details

DURATION: 24 Weeks

PROGRAMME FEE: INR 2,20,000.

PROGRAMME DATE: 18th November, 2024 – 02nd May, 2025

HEAD OF THE INSTITUTE

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