			National A Training													
Sr.					May,21	-			Sept, 21		Nov.,21	-	Jan.,22	Feb, 22	Mar.22	No. of
No.	Name of the Course		Duration	Dates	Dates	Dates	Dates	Dates	Dates	Dates	Dates	Dates	Dates	Date	Date	times in the FY
1	Administration & Establishment	Gr. A & B	1 day			25						14				2
2	MS Office Excel	Gr. A, B & C	2 days				26-27						11-12			2
3	Course For Retiring Officers	Gr. A, B & C	3 days			22-24		04-06			24-26			7-9		4
4	Course On Allied Acts For Customs	Gr. A, B & C	1 day			09				05						2
5	Dispute Settlement/ Litigation Process	Gr.A,B & C	2 days						14-15							1
6	Drugs Law Enforcement	Gr. A, B & C	4 days			22-25					08-11					2
7	Departmental Facilities For Staff	Gr. A, B & C	1 day					24								1
8	Export Promotion Schemes/Export Frauds	Gr. B (G & NG)	2 days				13-14						17-18			2
9	Financial Investigation related to Import & Export(FEMA 1999 & Prevention of Money Laundering Act 2002	Gr. B (G & NG)	2 days				19-20									1
10	Infrastructure Development	Gr. A & B	1 day						22							1
11	IPR, Counterfeit & Piracy	Gr. A, B, C	1 day									17				1
12	Financial Accounting /Advanced Excel/ Tally	Gr. A, B & C	5 days			14-18					08-12					2

Proposed Annual Training Calender -2021-22

	Official Language														
13	(Rajbhasha)	Gr. B & C	3 days	04-06							01-03				2
14	Audit in Customs	Gr. B	2 days				10-11						03-04		2
15	Audit in GST	Gr.A & B	2 days				17-18							15-16	2
16	Recovery Of Arrears & Write Off	Gr. A, B & C	1 day	11						09					2
17	Refunds & Drawback	Gr. B & C	1 day			16									1
18	Right To Information Act, 2005	Gr. A, B & C	1 day		08						07				2
19	Sevottam	Gr. A & B	1 day							26					1
20	Strengthening Of Wild Life Law Enforcement	Gr. A, B & C	1 day					14						11	2
21	Management / Voga	Gr. A, B, C & Fly Members	3 days			27-29			12-14			18-20			3
22	Vigilance and Inquiry Proceedings	Gr. A, B & C	2 days		02-03										1
23	Free Trade Agreements, its misuse and Redressal mechanism	Gr A & B	2 days							23-24					1
24	Prosecution/Compoun ding of Offences	Gr A & B	1 day	12					13						2
25	Women's Empowerment	Gr. A,B & C	2 days				12-13				02-03				2

	Use of Third Party Information to improve tax compliance	Gr. A,B & C	1day		13			24						2
	Intelligence, Investigation & SCN	Gr. A,B & C	3 days			16-18						22-24		2
20	Classification, Valuation & Assessment of Customs Duties	Gr. A,B & C	3 days		19-21							09-11		2
	Course on GEM & e- procurement	Gr. A,B & C	1 day					03						1
30	Course on Cyber Forensic	Gr. A,B & C	3 days			02-04					5-7			2
31	Gender Sensitization	Gr A, B & C	1 day	19										1
32	Interactive workshop for Inquiry Officers/ Presenting Officers	Gr. A,B & C	1 day			09		28					09	3
33	Examination of Import & Export goods	Gr B	1 day		4					20				2
34	Customs Referesher for officers	Gr A, B	5 days			28-02				6 - 10				2
35	Data Analytics in GST	Gr A & B	3 days				03-05					15-17		2
36	Anti-Terrorism & emerging role of Customs	Gr A	1day									01		1
37	Securities Market & Insurance sector	Gr A	1 day	15					07					2
38	Health Awareness Traing	Gr A	1 day	27			27					25		3

39	Sensitization of officers to the cause of SC/ST officers in CBIC	Gr.A & B	1 day			30					22		2
40	GST refresher Training	Gr.A & B	5 days	24-28 & 31				25-29					2
41	Refund in GST	Gr.A & B	1 day	13							25		2
42	Impact of GST in Customs-Import & Export	Gr.A & B	1 day				21					01	2
43	Classification of Goods & services in GST	Gr.A & B	1 day					14					1
44	ITC in GST	Gr.A & B	1 day		04								1
	Sea patrolling, Rummaging of ships, Dock operations and coordination with Coast Guard/Navy		3 days			28-30							1
16	Anti – Smuggling: Surveillance, Intelligence gathering, Cargo/Passenger Profiling, Baggage Scanning		2 days						17-18				1
47	Risk Management/iHast/ Turrant Customs		1 day	06				26					2

48	Food import clearance to departmental officers of field formations in coordination with FSSAI. (Training of Trainers (TOT) for Authorized Officers for clearance of Food Consignments at Locations where FSSAI has provided delegation)	1 day							11					04	2
49	Behavioural Training	1	21	18	21	21	23	17	18	17	22	25	28	22	12
тот	TAL		4	18	31	15	15	9	15	19	15	11	19	7	178

	Natio	nal Acad	emy of Cust	oms, Excis	se & Narco	otics (WR),	Mumbai-4	400 042.	Training C	alendar fo	or Year 20	21-22 (Fle	exi COURS	SE)		
Sr. No.	Name of the Course		Duration	April,21	May,21	June,21	July,21	Aug,21	Sept,21	0ct,21	Nov.,21	Dec.,21	Jan.,22	Feb.,22	March,22	No. of times in the FY
				Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	
1	Induction Course for Inspectors (GST)	Gr. B	14 WEEKS													
2	Induction Course for Examiners	Gr. B	14 WEEKS													
3	Induction Course for Preventive Officer	Gr. B	14 WEEKS													
4	Orientation courses for promoted officers Gr.B to Gr. A	Gr. A	1 WEEK													
5	GST Symposium	Gr.A, B & C	12 Courses in a year													
6	Vernacular Language	Gr.A, B & C	Different courses of different duration													
7	Induction Course for TAs	Gr C	Two weeks													
8	Mandatory course for AO	Gr B	5 days													
9	Mandatory course for Examiner	Gr B	3 weeks													
10	Mandatory course for Inspectors of CGST	Gr B	3 weeks													
11	Mandatory course for Preventive Officers	Gr B	3 weeks													
12	Mandatory course for Executive Assistants	Gr B	3 weeks													
13	Refresher training in GST Audit	Gr A & B	1 week													



NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES AND NARCOTICS

ZONAL CAMPUS, CHANDIGARH

					ANNUAL TR	RAINING CALEND	AR FOR THE YE	AR 2021-22									
	Name of the Course	Level of Trainees	Location of Training	No. of Courses during the year	Duration of the Course	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22
(A) II	NDUCTION TRAINING COURSES																
1	Induction Training for newly recruited / promoted Inspectors	Newly recruited/promoted Inspectors	Online Mode	1	14 weeks		05 Apr to 0	9 Jul									
(B) N	IANDATORY TRAINING COURSES																
1	Mandatory Training of Inspectors for promotion to Superintendents	Inspectors	Online Mode	1	3 weeks	19 Apr to	07 May										
(C) C	USTOMS																
1	Assessment, Manual EDI & Faceless Assessement	Gr B	Online Mode	1	1 day		28										
	Customs Procedure Customs Clearance of Export / Import Cargo, SWIFT, E-Sanchit , Turant Customs	Gr B Gr B	Online Mode Online Mode	1	1 day 1 day			11			16						
4	Refund and Duty Drawback under Customs	Gr B	Online Mode	1	1 day								24				
5	Collection and recording of Intelligence in Duty Evasion cases of Customs	Gr B	Online Mode	1	1 day									24			
	Prevention of Money laundering Act - PMLA/FEMA	Gr A,Gr B(Executive)	Online Mode	2	2 days					23-24							14-15

(D) (GOODS & SERVICE TAX																
1	GST Audit & Accounting	Gr A and B	Online Mode	5	5 days		10-15	07-11	26-30				08-12		17-21		
2	GST Refresher Course	Gr. A and B	Online Mode	7	2 days	19-20		03-04	14-16	09-10		21-22		13-14		07-08	
3	E-Way Bill Mechanism ; Data Analysis using GST Returns	Gr A and B	Online Mode	2	1 day	23						18		27			
4	Training on Search, Seizure & Arrest under GST and Fake Invoices	Gr.A & B	Online Mode	2	3 days					26-27						17-18	
5	Compliance Management under GST (assessment & audit)	Gr.A & B	Online Mode	2	3 days						06-08						02-04
6	Supply in GST : Time, Place & Valuation	Gr. A & B	Online Mode	3	1 day					5	15					23	
7	ITC Provisions under GST	Gr. A & B	Online Mode	3	1 day		12					08				03	
(F) (GENERAL (TECHNICAL)																
1	DATA Interrogation techniques using Microsoft Excel	GR A and B	Online Mode	1	3 days					16-18							
2	Financial Accounts & Accounting Tools for GST Audit	Gr A & B	Online Mode	2	2 days							04-05		06-07			

(F) A	DMINISTRATION & OTHERS													
1	Gender Sensitisation	Gr A, B & C	Online Mode	1	1 day									
1	Gender Sensitisation	GIA, B & C	Online Mode	1	1 uay					22				
										22				
2	Health Workshop	Gr A, B & C	Online Mode	2	1 day	09						17	5	
3	Right to Information Act	GR A and B	Online Mode	1	1 day									
								08						
4	Vigilance Matters	GR A and B	Online Mode	1	1 day									
											27			
5	Workshop on Intellectual Property	GR A and B	Online Mode	1	1 day				1					
	Rights					26								
		GRA, B and C	Online Mode	1	1 day			21						
7	Workshop on Planning for Retirement	GRA, Band C	Online Mode	1	2 days									
						05-06							10-11	
0		GR A, B and C	Online Mode		4									<u> </u>
8	Training to DDOs/ AOs on TDS under GST and TDS under Income Tax	GR A, B and C	Unine Wode	2	1 day		25							1
							25					29		1
9	Workshop for Women Employees on	Gr. A, B and C	Online Mode	1	1 day									
-	International Women's Days		et inte tribue		- 307									8

	No. of course	No. of days	Remarks
April	5	7	
May	4	8	
June	5	10	
July	2	7	
Aug	5	11	
Sep	4	6	
Oct	5	7	
Nov	4	8	
Dec	4	6	
Jan	3	8	
Feb	4	7	
March	3	6	
Total	48	91	
Induction training courses	1	70	
Mandatory Training Courses	1	15	
Grand total	50	176	

			ANNUAL TR	AINING CALEN	IDER FOR T	HE YEAR 202	21-22 - NA	CIN, BENGA	ALURU					
SL. NO.	Name of the course 2021-22	Duration of the course (No. of working days)	April	Мау	JUNE	JULY	AUG	SEP	ост	NOV	DEC	JAN	FEB	MAR
	Γ			I. MAND	ATORY TRA	ININGS FOR	OFFICERS	1	1	1	1	1	1	
1	MANDATORY TRAININGS FOR OFFICERS TO BE PROMOTED FROM THE GRADE OF INSPECTOR TO SUPERINTENDENT	2 WEEK (10 DAYS)						13-24						
2	MANDATORY TRAINING FOR OFFICERS TO BE PROMOTED TO THE GRADE OF ADMINISTRATIVE OFFICERS	2 WEEK (10 DAYS)								22-30	1-3			
3	INDUCTION COURSE FOR TAX ASSISTANTS	3 WEEK (15 DAYS)		3-21										
4	INDUCTION COURSE FOR INSPECTORS	12 WEEKS (60 DAYS)			2-30	1-31	1-31	1-9						
5	COURSE ON OFFICIAL LANGUAGE	1			15			15			15		15	
6	COURSE ON VERNACULAR LANGUAGE	15 DAYS (1 SESSION/ DAY)		10-28						8-26				
				II. GST / C		RAINING FO	R OFFICER	S						
7	CAPACITY BUILDING ON GST	0.5		19		14		15		10		12		10
8	TRAINING COURSE ON ACCOUNTANCY AND AUDIT FOR OFFICERS POSTED TO GST AUDIT COMMISSIONERATES	4 WEEK (20 DAYS)				5-30								
9	CUSTOMS TRAINING FOR AIRPORT OFFICERS (JUST IN TIME)	3 DAYS			21-23									
10	REFRESHER COURSE ON CUSTOMS FOR OFFICERS TRANSFERRED FROM GST TO CUSTOMS (JUST IN TIME)	1 WEEK (5 DAYS)				12-16								
11	REFRESHER COURSE ON GST FOR OFFICERS TRANSFERRED FROM CUSTOMS TO GST (1 WEEK (5 DAYS)					9-13							
12	CAPACITY BUILDING FOR GST AUDIT OFFICERS	0.5	27		29		27		28		29		25	
13	TRAINING ON WILDLIFE CONSERVATION	1									16			
14	COURSE ON GREEN CUSTOMS	1							7					
15	NEED BASED TRAINING IN CONSULTATION WITH ZONE	1		18			18			18			18	
			III. TRAIN	IING ON GST A		<mark>MS FOR TRA</mark>	DE AND ST	AKE HOLDI	ERS					
16	GST REFRESEHER COURSE FOR MSMEs	1								10			24	
17	TRAINING FOR CUSTOMS BROKERS	2									22-23			15-16

18	TRAINING FOR GST PRACTIONERS	1							21					
		ľ	V. TRAINING B	ASED ON APA	R AND TOP	ICS ASSIGN		CORE COM	PETENCY	1	1			
19	ENFORCEMENT UNDER GST AND CUSTOMS (BASIC COURSE)	1 WEEK (5 DAYS)						20-24						
20	ENFORCEMENT UNDER GST AND CUSTOMS (ADVANCED COURSE)	3							27-29					
21	DISPUTE RESOLUTION MECHANISM IN CUSTOMS AND GST	3										19-21		
22	TRAINING ON APPEALS AND REVISION IN GST	1										11		
23	TRAINING ON E-WAY BILL	1										6		
24	TRAINING ON SEVOTTAM/RFD/AEO /ROLE OF DG INSPECTION	1			9									
				1	V. OTHE	R COURSES				•	1			
25	COURSE ON ADVANCED SHOOTING SIMULATOR- FOR MASTER TRAINERS	3	27-29											
26	COURSE ON ADVANCED SHOOTING SIMULATOR FOR OFFICERS	2		6-7		8-9		7-8		11-12		4-5		10-11
27	COURSE ON SKILLS OF NOTING AND DRAFTING	2					17-18							
28	TRAINING FOR RETIRING OFFICERS	2	22-23										10-11	
29	INTRODUCTION TO K9 TRAINING	2				15-16					16-17			
30	BACK TO SCHOOL	5	26-30	24-28	21-25	26-30	23-27	20-24	25-29	22-26	27-31	24-28	21-25	
	TOTAL NO. OF COURSES PER MONTH		4	6	6	6	5	6	5	7	6	6	6	3
	TOTAL NO OF TRAININGS - 66													

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Annual Training C	Calendar 2021-22

					No. of					1								
SI No.	Name of the Training	Month	Level of participants	Duration of Training	Courses per year	Total training days	April	Мау	June	JULY	AUG	SEPT	ост	NOV	DEC	JAN	FEB	MARCH
1	NDPS Act(search, Seizure, Investigation & Drawl of sample	June, Oct,	Group B Gazetted & Non Gazetted	2	2	4			2 & 3				4 & 5					
-	Mandatory training of Inspectors for promotion to the grade of Supdt.	April	Group B Non Gazetted	3 Weeks	1	15	12 April to 3rd may											
3	Mandatory training of E.A for promotion to the grade of A.O	Nov	Group B Non Gazetted	To be decided														
4	Inspection, Search, Seizure & Arrest with dummy Exercise under Customs Act,1962	July, Nov	Group B Gazetted & Non Gazetted	1	2	2				2				5				
5	Vigilance procedure & disposal of displinary Cases	July, Jan	Group A & B	2	2	4				22 &23						6&7		
6	Money laundering & FEMA Act	April, Jan	Group B Gazetted & Non Gazetted	1	2	2	9									10		
7	Induction course for Newly recruited/Promoted Inspector	May	Group B Non Gazetted	To be decided	1			3 months (As per schedule)										
8	Adjudication, Revision & appeal Procedure along with SOP for litigation management	Aug, Feb	Group B Gazetted & Non Gazetted	2	3	6					2 & 3						3 & 4	
9	RTI Act' 2005 & Related cases	Oct, Jan	Group B Gazetted & Non Gazetted	1	2	2							8			13		
	Inspection search seizure & Demand & recovery under GST	June, Oct, Feb	Group B Gazetted & Non Gazetted	2	3	6			8 & 9				21 & 22				8 & 9	
11	Meaning & scope of Supply, Time & Valuation of supply of Goods and services	Aug, Dec	Group B Gazetted & Non Gazetted	2	3	6					9 & 10				2 & 3			

12	GFR 2017, PFMS, EIS, Bhavishya	June, Feb	Group B Gazetted, Non Gazetted & Group C	1	2	2			22								21	
13	GeM Portal and E- Procurement	Feb ,Sep,	Group B Gazetted, Non Gazetted & Group C	1	2	2						3					25	
14	Gender Sensitization	Oct	Group A, B Gazetted,B Non Gazetted & Group C	1	1	1							25					
15	Country of Origin Rule	Jan	Group A, B Gazetted,B	1	1	1										18		
16	GST Audit	July, Dec, March	Non Gazetted Group B Gazetted & Non Gazetted	3	3	9				5,6&7					6,7&8			2,3&4
17	Green Customs	Nov	Group B Gazetted & Non Gazetted	1	1	1		4						1				
18	E-Office	June,Sep Dec, March	Group A, B Gazetted,B Non Gazetted & Group C	1	4	4			28			7			13			8
19	Export Promotion Scheme, Free Trade agreement , AA/DFIB, DBK, Deemed Export	March	Group B Gazetted & Non Gazetted	2	1	2												14 & 15
20	Introduction of Faceless assessement , National Assessement Centre, Process of faceless Assessement, Key consideration for faceless assessement	July,	Group A, B Gazetted,B Non Gazetted	1	1	1				13								
21	Impact of GST on Real Estate and Construction Service	May	Group B Gazetted & Non Gazetted	1	1	1		19										
22	Baggage Rule	Sep	Group B Gazetted & Non Gazetted	1	1	1						14						
23	GST Return & Scrutiny , Input TaX Credit & Its Misuse	Aug,Nov	Group B Gazetted & Non Gazetted	2	4	8					17 &18			2&3				
24	Functionalities of AIO & its Uses	July, Dec	Group B Gazetted & Non Gazetted	1	2	2				19					17			
25	Refund under GST Act	April, Sep, March	Group A, B Gazetted & Non Gazetted	1	3	3	6					17						21
26	Induction course for Newly recruited/Promoted TA	Aug	Group B Non Gazetted	2 weeks	1	10					16-28 (Two Weeks)							
27	TDS under GST	Sep	Group B Gazetted & Non Gazetted	1	1	1						20						
28	Personality development & leadership quality	May	Group A, B Gazetted & Non Gazetted & Group C	1	1	1		18										
29	GST Refresher Course	Sep	Group B Gazetted & Non Gazetted	2	1	2						27 & 28						

NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES AND NARCOTICS, ZONAL CAMPUS, BHOPAL, TRAINING CALENDER FOR THE YEAR 2021-22

S.No.	Name of the Course	Officers Grade	Jurisdi ction	Duration (in days)	Course Director ADD/DD/ AD	Course Co- ordinator Supdt.	No.of times in the FY	Apr-20 Dates	May-20 Dates	Jun-20 Dates	Jul-20 Dates	Aug-20 Dates	Sep-20 Dates	Oct-20 Dates	Nov-20 Dates	Dec-20 Dates	Jan-21 Dates	Feb-21 Dates	Mar-21 Dates
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
1	Cyber Laws & Handling of Digital Evidence	For Gr.A officers across the country	All India	2	МКҮ	Harsh Pandey	twice a year				22-23							01-02	
2	International & Cross Border Taxation	For Gr.A officers across the country	All India	1	МКҮ	Harsh Pandey	twice a year						23				21		
3	Intellectual Property Rights	Gr. A, B & C	MP & CG	1	МКҮ	Harsh Pandey	once a year				1								
4	Orientation from enforcement towards Facilitation & Trade Facilitation Agreement	Gr.A,B & C	MP & CG	1	MKY	Harsh Pandey	twice a year		4							2			
5	GST Workshop on GST Returns & updates	Gr. A, B & C	MP	1	MKY	Harsh Pandey	quarterly		11		6			1			4		
6	GST WorkshopRefund, Rebate & Drawback Claims-processing thereof	Gr. A, B & C	MP	1	MKY	Harsh Pandey	thrice a year	16						5		7			
7	GST WorkshopMeaning and scope of Supply, Time and Valuation of supply of Goods and Services	Gr. A, B & C	МР	1	МКҮ	Harsh Pandey	thrice a year					5			9				3
8	GST Workshop Handling of cases of vehicles/ Goods intercepted during E-way Bill checks	Gr. A, B & C	MP	1	МКҮ	Harsh Pandey	quarterly		6			10				9			8
9	GST Workshop(1) Inspection Search & Seizure under GST, (2)Preparation for Raids and Role of officers in Enquiry &(3) Drafting of Panchnma and recording of statements	Gr. A, B & C	МР	1	МКҮ	Harsh Pandey	quarterly		13		8				11			7	
10	GST Workshop(1)Offences and Penalties involved under GST, (2) Drafting of Demand-cum- Show Cause Notices under GST (3) Order in original	Gr. A, B & C	MP	1	МКҮ	Harsh Pandey	quarterly		18			12				14			10
11	Appeal Mechanism in GST	Gr. A, B & C	MP	1	MKY	Harsh Pandey	thrice a year				13				16			10	
12	Workshop on Audit under GST	Gr. A, B & C	MP	2	МКҮ	Harsh Pandey	six times a year	28-29		08-09		25-26		26-27		16-17		08-09	
13	Data Handling and Analysis- (a) To identify revenue leakage & abnormal trends in returns, to unearth evasion (b) Making optimum use of data available in AIO	Gr. A, B & C	МР	1	МКҮ	Harsh Pandey	thrice a year			3		17			18				
14	CBIC GST Backend Refresher Training	Gr. A, B & C	MP	2					Will be o	organised	when off	line classe	s are rest	arted.					
15	GST Outreach Program of Other Organization/Departments	Others	MP	1	Lokesh Lilhare	RL Meena	once in a month												
16	Understanding/Scrutiny of Financial Statements & Audit Reports	Gr. A, B & C	MP	1	МКҮ	Harsh Pandey	thrice a year	12				20			23				
17	Course on collection & recovery	Gr. A, B & C	MP	1	MKY	Harsh Pandey	quarterly		25				7			23			17

18	Course on Cyber Law and Digital evidence	Gr B	MP	1	MKY	Harsh Pandey	thrice a year				15			21			11		
19	Induction Course for Inspector	Gr.B	MP & CG	70	IJB	RL Meena	once a year	05.	04.2021 to	09.07.20)21								
20	Induction Course for Tax Assistant	Gr. C	MP & CG	10	IJB	RL Meena	once a year						13-24						
21	Mandatory Training for Inspectors for promotion to the grade of Superintendent	Gr.B	MP & CG	15	IJB	RL Meena	once a year												
22	Mandatory Training for Executive Assistant for promotion to the grade of Administrative Officer	Gr.B	Bhopal	15	IJB	RL Meena	once a year										03-21		
23	Training for newly promoted Gr. A officers	Gr. A	Bhopal	5	Lokesh Lilhare	RL Meena	once a year					23-27							
24	Mid Career Training Programme for officers of Gr.B (MCTP)	Gr. B	MP & CG	5	MKY	Harsh Pandey	once a year						13-17						
25	Workshop on Right To Information Act	Gr. A, B & C	MP	1	MKY	Harsh Pandey	twice a year					24				15			
26	Financial Accounting and Tally Accounting	Gr. A ,B & C	MP	3	MKY	Harsh Pandey	twice a year				27-29							14-16	
27	Basic Computer & Microsoft Office	Gr.A,B & C	MP	1	МКҮ	Harsh Pandey	twice a year					27						22	
28	Official Languages	Gr.A,B & C	MP	1	МКҮ	Harsh Pandey	quarterly			15			28		29		13		
29	Women's Empowerment	Gr.A,B & C	MP	1	МКҮ	Harsh Pandey	twice a year						9			21			
30	Soft Skills (Wellness/Stress Management/Yoga, etc.)	Gr.A,B & C & Family	МР	1	МКҮ	Harsh Pandey	twice a year						1					24	
31	CCS Leave Rules, CCS Pension Rules	Gr. A, B & C	MP	1	MKY	Harsh Pandey	quarterly		5			11			30			28	
32	GFR, GeM & PFMS	Gr. A, B & C	MP	1	Lokesh Lilhare	Harsh Pandey	quarterly		27				21			28			29
33	Workshop for Retiring Officers	Gr. A, B & C	MP	1	MKY	Harsh Pandey	twice a year					31					18		
34	Welfare measures like PF, CGEIS, etc. & LTC, CES, TA/DA	Gr. B & C	MP	1	MKY	Harsh Pandey	twice a year		19						12				
35	APAR writing & Pay fixation	Gr. A, B & C	MP	1	Lokesh Lilhare	Harsh Pandey	once a year		31										
36	Noting/Drafting/Record Keeping	Gr. B & C	MP	1	Lokesh Lilhare	Harsh Pandey	twice a year	9						12					
37	(1)Vigilance And Inquiry Proceedings & (2) Handling of Complaints	Gr.A, B & C	MP	1	MKY	Harsh Pandey	twice a year			22							20		
38	Workshop on E-office	Gr.A, B & C	MP	1	MKY	Harsh Pandey	twice a year			1				28					
39	Cultivation of Opium , Enforcement work under NDPS Act, 1985	Gr.A, B & C	All India	1	MKY	Harsh Pandey	twice a year			24				14					
40	Mandatory Training for Sub-Inspectors, CBN for promotion to the grade of Inspectors, CBN	Gr. B	All India	15	MKY	Harsh Pandey	once a year					As per th	e availabil	ity of CB	N officers				
41	Mandatory Training for UDC, CBN for promotion to the grade of Deputy Office Superintendent, CBN	Gr. C	All India	10	MKY	Harsh Pandey	once a year					As per th	e availabil	ity of CB	N officers				
42	Training on ADVAIT (Advanced Analitics in Indirect Taxes) for data mining, predictive analytics, risk scoring etc.	Gr. A, B & C	MP & CG	1	МКҮ	Harsh Pandey	quarterly	6		17			3			30			
						Trainings per	month	7	12	8	9	11	9	8	9	10	7	9	6

		-	I Calendar for I in respect of L CAMPUS, B		2			
SI. No.	NAME OF THE COURSE	Duration of Training Days	DAT TRAINING	E OF COURSE	LE	VEL OF F	PARTICII	PATION
			From	То	A	B	С	Others
1	Training on Input Tax Credit	1 Day	07.04.2021	07.04.2021	YES	YES	YES	NO
2	Training on GeM	1 Day	08.04.2021	08.04.2021	YES	YES	YES	NO
3	Training on GST Refund	1 Day	09.04.2021	09.04.2021	YES	YES	YES	NO
4	Mandatory Training of Inspectors for Promotion to the Grade of Superintendent	15 Day	12.04.2021	03.05.2021	NO	YES	NO	NO
5	Training on Processing of APAR in SPARROW	1 Day	27.04.2021	27.04.2021	YES	YES	YES	NO
6	Training on Budget Estimation, Allocation & Monitoring System(BEAM)	2 Day	04.05.2021	05.05.2021	YES	YES	YES	NO
7	Training on Budget/Revised Budget	1 Day	06.05.2021	06.05.2021	YES	YES	YES	NO
8	Training on Documentation of Goods(Import and Export) and Indian Customs EDI System	1 Day	07.05.2021	07.05.2021	YES	YES	YES	NO
9	Training on Anti Evasion	1 Day	10.05.2021	10.05.2021	YES	YES	YES	NO
10	Training on Bhabisya	1 Day	11.05.2021	11.05.2021	YES	YES	YES	NO

11	Training on Processing of APAR in SPARROW	1 Day	12.05.2021	12.05.2021	YES	YES	YES	NO
12	Advance Ruling in GST	1 Day	13.05.2021	13.05.2021	YES	YES	YES	NO
13	Refresher course for Superintendent of CGST & Central Excise	5 Day	17.05.2021	21.05.2021	NO	YES	NO	NO
14	Training on Role and Responsibility of the Inquiry Officer (IO)/ Presenting Officer(PO)	1 Day	24.05.2021	24.05.2021	YES	YES	YES	NO
15	Training on GeM	1 Day	25.05.2021	25.05.2021	YES	YES	YES	NO
16	Training on IGST Refunds, Export Assessment and Valuation Rules for Gr-A Officers	2 Day	27.05.2021	28.05.2021	YES	NO	NO	NO
17	Traiing on Customs valuation	1 Day	31.05.2021	31.05.2021	YES	YES	NO	NO
18	Implementation of Official Language & Functional Hindi	1 Day	01.06.2021	01.06.2021	YES	YES	YES	NO
19	Implementation of Official Language & Functional Hindi	1 Day	02.06.2021	02.06.2021	YES	YES	YES	NO
20	All India Training on GeM	2 Day	03.06.2021	04.06.2021	YES	YES	YES	NO
21	Induction Training for Inspectors	40 Day	07.06.2021	03.08.2021	NO	YES	NO	NO
22	Auditing procedure under GST.	1 Day	08.06.2021	08.06.2021	YES	YES	YES	NO
23	Training on E-Offifce	1 Day	09.06.2021	09.06.2021	YES	YES	YES	NO
24	Demand and recovery	1 Day	10.06.2021	10.06.2021	YES	YES	YES	NO
25	Training on Financial Planing and Health Issues for Retiring Officers	1 Day	11.06.2021	11.06.2021	YES	YES	YES	NO
26	Induction Training for Tax Assistant	10 Day	14.06.2021	25.06.2021	NO	NO	YES	NO

27	Officers		12.06.2021	12.06.2021	YES	YES	YES	YES
28	Training on "Yoga for Health" During International Yoga Day	1 Day	21.06.2021	21.06.2021	YES	YES	YES	YES
29	Training on CCS(Conduct) Rules	1 Day	28.06.2021	28.06.2021	YES	YES	YES	NO
30	Training on Advance Excel	2 Days	29.06.2021	30.06.2021	YES	YES	YES	NO
31	Workshop on Vigilance Matter	1 Day	01.07.2021	01.07.2021	YES	YES	YES	NO
32	Training on Litigation Management	1 Day	02.07.2021	02.07.2021	YES	YES	YES	NO
33	Trainig on Pay Fixation	1 Day	05.07.2021	05.07.2021	YES	YES	YES	NO
34	Training on Financial Accounting	3 Days	06.07.2021	08.07.2021	YES	YES	NO	NO
35	Training Fake Indian Currency Notes	1 Day	09.07.2021	09.07.2021	YES	YES	YES	NO
36	Training on Place of Supply and Time of Supply	1 Day	13.07.2021	13.07.2021	YES	YES	YES	NO
37	Recovery of arrears under Indirect Tax.	1 Day	14.07.2021	14.07.2021	YES	YES	YES	NO
38	Training on Sea Cargo Menifest and Transhipment Regulations(SCMTR)	1 Day	15.07.2021	15.07.2021	YES	YES	NO	NO
39	Training on Faceless Assessment	1 Day	16.07.2021	16.07.2021	YES	YES	NO	NO
40	Fresh Look at Attitudinal Behaviour towards Tax Payer	1 Day	19.07.2021	19.07.2021	YES	YES	YES	NO
41	Training on ITC and its effect on Construction Sector	1 Day	20.07.2021	20.07.2021	YES	YES	YES	NO
42	Training on Gender Sensitization	1 Day	22.07.2021	22.07.2021	YES	YES	YES	NO
43	Training on Budget/Revised Budget	1 Day	23.07.2021	23.07.2021	YES	YES	YES	NO
44	Training on Composition Scheme	1 Day	26.07.2021	26.07.2021	YES	YES	YES	NO
45	Training on GST Updates	1 Day	27.07.2021	27.07.2021	YES	YES	YES	NO
46	Training on GST Registration	1 Day	28.07.2021	28.07.2021	YES	YES	YES	NO

47	Training on Oversion of CCT 2017	1 Davi	20.07.2021	20.07.2021	VEC	VEC	VEC	NO
47	Training on Overview of GST, 2017	1 Day	29.07.2021	29.07.2021	YES	YES	YES	NO
48	Training on Advance Passenger	1 Day	30.07.2021	30.07.2021	YES	YES	YES	NO
	Information System(APIS)							
49		5 Day	02.08.2021	06.08.2021	YES	YES	YES	NO
50	Training on Pension Related Matters	1 Day	09.08.2021	09.08.2021	YES	YES	YES	NO
51	TDS and TCS Mechanism in GST	1 Day	10.08.2021	10.08.2021	YES	YES	YES	NO
52	E-Way Bill	1 Day	11.08.2021	11.08.2021	YES	YES	YES	NO
53	Training on Search Seizure and Arrest	1 Day	12.08.2021	12.08.2021	YES	YES	YES	NO
54	Training on Drafting of Show Cause Notice and Demands	1 Day	16.08.2021	16.08.2021	YES	YES	YES	NO
55	Training on GST Case Law	1 Day	17.08.2021	17.08.2021	YES	YES	YES	NO
56	Training on Valuation in GST	1 Day	18.08.2021	18.08.2021	YES	YES	YES	NO
57	Training on ITC and its effect on Construction Sector	1 Day	20.08.2021	20.08.2021	YES	YES	YES	NO
58	Training for SGST Officer on GST Audit and different topics of GST	5 Day	23.08.2021	27.08.2021	YES	YES	YES	NO
59	All India Training on GeM	2 Day	30.08.2021	31.08.2021	YES	YES	YES	NO
60	Implementation of Official Language & Functional Hindi	1 Day	01.09.2021	01.09.2021	YES	YES	YES	NO
61	Training on RTI Act, 2005	1 Day	02.09.2021	02.09.2021	YES	YES	YES	NO
62	Training on TA/LTC/Medicle Bill	1 Day	03.09.2021	03.09.2021	YES	YES	YES	NO
63	in GST and Central Excise	1 Day	06.09.2021	06.09.2021	YES	YES	YES	NO
64	Training on Foreign Trade Policy and Export Promotion Scheme	1 Day	07.09.2021	07.09.2021	YES	YES	YES	NO
65	Training on GST Return	1 Day	08.09.2021	08.09.2021	YES	YES	YES	NO
66	Training on CGHS	1 Day	09.09.2021	09.09.2021	YES	YES	YES	NO
67	Training on Vigilance	1 Day	10.09.2021	10.09.2021	YES	YES	YES	NO

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68	Training on Career Planing for Students of Educational Instituition of Odisha and Family Members of Departmental Officers	1 Day	11.09.2021	11.09.2021	YES	YES	YES	YES
69	Training on Green Customs and Intellectual Property Rights	1 Day	14.09.2021	14.09.2021	YES	YES	YES	YES
70	Training on Budget Estimation, Allocation & Monitoring System(BEAM)	2 Day	15.09.2021	16.09.2021	YES	YES	YES	NO
71	Training on GeM	1 Day	17.09.2021	17.09.2021	YES	YES	YES	NO
72	Refresher course for Superintendent of CGST & Central Excise	1 Day	20.09.2021	24.09.2021	YES	YES	YES	NO
73	Training on Bhabisya	1 Day	27.09.2021	27.09.2021	YES	YES	YES	NO
74	Training on Documentation of Goods(Import and Export) and Indian Customs EDI System	1 Day	28.09.2021	28.09.2021	YES	YES	YES	NO
75	Fresh Look at Attitudinal Behaviour towards Tax Payer	1 Day	29.09.2021	29.09.2021	YES	YES	YES	NO
76	Training on GST Return	1 Day	01.10.2021	01.10.2021	YES	YES	YES	NO
77	Training on Financial Accounting	3 Days	05.10.2021	07.10.2021	YES	YES	YES	NO
78	Training on Time of Supply and Place of Supply	1 Day	08.10.2021	08.10.2021	YES	YES	YES	NO
79	Overview of NDPS Act, 1985 and Wildlife Protection Act, 1972 for Gr-A Officers	1 Day	21.10.2021	21.10.2021	YES	YES	YES	NO
80	Training on GST Updates	1 Day	22.10.2021	22.10.2021	YES	YES	YES	NO
81	Training on Fake Indian Currency Note(FICN)	1 Day	25.10.2021	25.10.2021	YES	YES	YES	NO
82	Training-cum-Workshop on Cyber Law, Cyber Crimes and Handling of electronic evidence	2 Day	26.10.2021	27.10.2021	YES	YES	YES	NO
83	Training on GST Case law	1 Day	28.10.2021	28.10.2021	YES	YES	YES	NO
84	Training on GST Refund on Export and Refund on unutilized ITC	1 Day	29.10.2021	29.10.2021	YES	YES	YES	NO

85	Training on LOC	1 Day	01.11.2021	01.11.2021	YES	YES	YES	NO
86	Training on Composition Scheme	1 Day	02.11.2021	02.11.2021	YES	YES	YES	NO
87	Training on Green Customs and Intellectual Property Rights	1 Day	03.11.2021	03.11.2021	YES	YES	YES	NO
88	Training on Customs Valuation	1 Day	05.11.2021	05.11.2021	YES	YES	YES	NO
89	Training for SGST Officer on GST Audit and different topics of GST	5 Day	08.11.2021	12.11.2021	YES	YES	YES	NO
90	Training on Assessment, Audit and Advance Ruling	2 Day	16.11.2021	17.11.2021	YES	YES	YES	NO
91	Training on TA/LTC/Medicle Bill	1 Day	18.11.2021	18.11.2021	YES	YES	YES	NO
92	Advance Ruling	2 Day	22.11.2021	23.11.2021	YES	YES	YES	NO
	Training on Anti Evasion for Gr- A Officers	1 Day	24.11.2021	24.11.2021	YES	NO	NO	NO
94	Training on Inspection, Search, Seizure and Arrest	1 Day	25.11.2021	25.11.2021	YES	YES	YES	NO
95	Training on RTI Act, 2005	1 Day	26.11.2021	26.11.2021	YES	YES	YES	NO
96	Anti-Profiteering Machanism	1 Day	29.11.2021	29.11.2021	YES	YES	YES	NO
97	Training on CGHS	1 Day	01.12.2021	01.12.2021	YES	YES	YES	NO
98	Training on Pension Related Matters	1 Day	02.12.2021	02.12.2021	YES	YES	YES	NO
99	Training on Recovery of Arrears	1 Day	03.12.2021	03.12.2021	YES	YES	YES	NO
100	Training on GST Backend	5 Days	06.12.2021	10.12.2021	YES	YES	YES	NO
101	Training on Financial Planing and Health Issues for Retiring Officers	1 Day	13.12.2021	13.12.2021	YES	YES	YES	NO
102	Training onVernacular Langugae for Non Odia Officers (To be conducted on every Tuesday and Wednesday)	12 Days	14.12.2021	19.01.2021	YES	YES	YES	NO
103	Training on GST Registration	1 Day	16.12.2021	16.12.2021	YES	YES	YES	NO
104	Women empowerment - Gender	1 Day	20.12.2021	20.12.2021	YES	YES	YES	NO

I/153852/2021

File No.NACIN/TRNG/OTT/OTH/40/2020-TRNG-O/o ADG-NACIN-ZC-BHUBANESWAR

105	Training on Documentation of Goods (Import and Export) and Indian Customs EDI System	1 Day	23.12.2021	24.12.2021	YES	YES	YES	NO
106	Training on Training on Drafting of Show Cause Notice and Demands	1 Day	27.12.2021	27.12.2021	YES	YES	YES	NO
107	Training on Prevention of Corruption Act	1 Day	30.12.2021	30.12.2021	YES	YES	YES	NO
108	Training-cum-Workshop on Cyber Law, Cyber Crimes and Handling of electronic evidence	2 Days	06.01.2022	07.01.2022	YES	YES	YES	NO
109	Training on Financial Accounting	3 Days	12.01.2022	14.01.2022	YES	YES	YES	NO
110	Training for SGST Officer on GST Audit and different topics of GST	5 Days	17.01.2022	21.01.2022	YES	YES	YES	NO
111	Training on Demand and recovery	1 Day	24.01.2022	24.01.2022	YES	YES	YES	NO
112	Training on AnLeadership and Human Resource Development and Time Management	1 Day	25.01.2022	25.01.2022	YES	YES	YES	NO
113	Auditing procedure under GST.	2 Day	27.01.2022	28.01.2022	YES	YES	YES	NO
114	Overview of NDPS Act, 1985 and Wildlife Protection Act, 1972	1 Day	01.02.2022	01.02.2022	YES	YES	YES	NO
115	Training on Role and Responsibility of the Inquiry Officer (IO)/ Presenting Officer(PO)	1 Day	03.02.2022	03.02.2022	YES	YES	YES	NO
116	Training on Right to Information Act- 2005	1 Day	08.02.2022	08.02.2022	YES	YES	YES	NO
117	Training on GST Updates	1 Day	09.02.2022	09.02.2022	YES	YES	YES	NO
118	Training on GST Return	1 Day	10.02.2022	10.02.2022	YES	YES	YES	NO
119	Training on CCS(Conduct) Rules	1 Day	11.02.2022	11.02.2022	YES	YES	YES	NO
120	Training on Prevention of Corruption Act	1 Day	15.02.2022	15.02.2022	YES	YES	YES	NO
121	Training on e -Way Bill	1 Day	16.02.2022	16.02.2022	YES	YES	YES	NO
122	Training on Soft Skill	2 Day	17.02.2022	18.02.2022	YES	YES	YES	NO

I/153852/2021

File No.NACIN/TRNG/OTT/OTH/40/2020-TRNG-O/o ADG-NACIN-ZC-BHUBANESWAR

123	Implementation of Official Language & Functional Hindi	1 Day	21.02.2022	21.02.2022	YES	YES	YES	NO
124	Training on Time & Value of Supply	1 Day	22.02.2022	22.02.2022	YES	YES	YES	NO
125	Recovery of arrears under Customs	1 Day	23.02.2022	23.02.2022	YES	YES	YES	NO
126	Training on ITC and its effect on Construction Sector	1 Day	25.02.2022	25.02.2022	YES	YES	YES	NO
127	Training on Handling of Court Matters During Investigation	1 Day	02.03.2022	02.03.2022	YES	YES	YES	NO
128	Training on Career Planing for Students of Educational Instituition of Odisha and Family Members of Departmental Officers	1 Day	05.03.2022	05.03.2022	YES	YES	YES	YES
129	Training on Trade Facilitation Agreement	1 Day	07.03.2022	07.03.2022	YES	YES	YES	NO
130	Role of GST Officers and Customs Officers for Economic security of India	1 Day	09.03.2022	09.03.2022	YES	YES	YES	NO
131	Training on GST Refund on Export and Refund on unutilized ITC	1 Day	11.03.2022	11.03.2022	YES	YES	YES	NO
132	Training on Processing of APAR in SPARROW	1 Day	15.03.2022	15.03.2022	YES	YES	YES	NO

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SL. NO.	Subjects covered in the course	Duration of the course (No. of working days)	APRI L	MAY	JUNE	JULY	AUG	SEP	ост	NOV	DEC	JAN, 22	FEB	MAR	No. of times proposed during the year
			I. GS	Г / С	ENTR	RAL F	EXCI	SE (COU	RSES					
1	Induction Course for Inspectors of C.Ex. and Service Tax	88				5.202 .08.20)9.20 .12.2	021 to 2021					2
	GST Audit Training	5 or 1	19- 23			29			21	22- 26		20			5
3	Anti-Evasion measures including Inspection / Search / Seizure and Arrest	1				22						13			2
4	Drafting of SCN, Preparation of OIO, Filing of Appeals	1						16					10		2
5	Preparation of Memorandum of Cross objections and other legal matters - GST Legal Process	1					L	23		1	<u> </u>	I	17		2
6	Seminar on Qualitative Improvement in Adjudication Orders in GST & Customs	1		20					<u> </u>						1
	Data Analytics using GST	1						2							1

File No.NACIN/TRNG/Misc/CAL/59/2020-TRNG-O/o Pr ADG-NACIN-ZC-CHENNAI I/137487/2021

	returns														
	Processing of Refund/Rebat e claims/pre Audit/Post Audit	1			10									10	2
9	Intelligence gathering using GST Backend	1						9						3	2
10	TALLY / ERP based Auditing under GST	2						29 & 30					23 & 24		2
11	Course on Sale of Goods Act & Contract Law and its relevance to taxability of supply in GST	1		13							23				2
12	One day Seminar on Valuation under GST	1			24										1
13	Sector Specific course on GST	1	21		16		25		20		29		16		6
14	Subject Specific Course under GST	1		27		15				18					3
15	Course on Recovery of Arrears in GST	1						8							1
16	Mandatory training programme for Inspectors for promotion to the grade of Superintenden ts	18													In Octobe 2021
				II. C	UST	OMS		URS	SES						<u> </u>

17	Course on Export Promotion Schemes including EOU and SEZ	1			7							1
18	Valuation and assessment under customs including second hand machinery	1			14				08			2
19	Implementatio n of Anti- money Laundering - Combat of Financial Terrorism (AML - CFT) provisions	1				29					9	2
	Two Days Course on Drug Laws	2		7 & 8					15 & 16		16 & 17	3
21	Customs Transfer Pricing	1						3				1
22	Customs Classification and Valuation	1						10				1
23	Green Customs	1		23								1
24	Allied acts- Plant quarantine Act, Animal Quarantine Act, FSSAI	1					13					1
25	Allied acts- Wild life Act, Drugs & Cosmetics Act & Leather examination.	1					20					1
	Course on Customs Examination	1					27					1

	(Import & Export) Preventive supervision of Import, Export, Cargo, Granting of various permissions											
27	Impact of GST on latest Customs Procedures	1				11						1
28	Detereent provsions in customs	1	7				6					2
29	Course on Intellectual Property Rights for Officers of Customs assessment	1							22			1
30	Soft Skills - Staying healthy the natural way	1								19		1
31	Training on Identification and examination of Leather articles for officers of Customs	1			23							1
32	Training in assaying, identifying, valuation of Gems and Jewellery for officers of Customs	2							29			1
	Turant Customs, Trade faclitation measures like SWIFT, e-	1						17				1

Sanchit etc., / ICES / RMS														
Baggage Rules for officers of	1				28									1
Recovery of Arrears in	1								24					1
training programme for Preventive Officers for promotion to the grade of Superintenden	18													Nov, 21
III. COUR	SE ON				N TE	CHN	NO	LO	GY A	ND	COI	MPU	TER	S
of MS excel	1		4											1
Advanced computing techniques in	2					3-4								1
& Digital India	1			11						14				2
TDS under IT Act - Do's and Don't's - Hands On	1					6								1
Cyber Crimes,	1											8		1
	ICES / RMS Training on Baggage Rules for officers of Customs Course on Recovery of Arrears in Customs Mandatory training programme for Preventive Officers for promotion to the grade of Superintenden ts III. COUR level 1: Basics of MS excel and word Level 2: Advanced computing techniques in Excel, Access e-Governance & Digital India programs Course on TDS under IT Act - Do's and Don't's - Hands On training Course on Cyber Crimes, Ethical	ICES / RMSTraining on Baggage Rules for officers of Customs1Course on Recovery of Arrears in Customs1Mandatory training programme for Preventive Officers for promotion to the grade of Superintenden ts18III. COURSE ON Level 1: Basics of MS excel and word1Level 2: Advanced computing techniques in Excel, Access2e-Governance & Digital India programs1Course on TDS under IT Act - Do's and Don't's - Hands On training1	ICES / RMSIITraining on Baggage Rules for officers of Customs1Course on Recovery of Arrears in Customs1Mandatory training programme for Preventive Officers for promotion to the grade of Superintenden ts18III. COURSE ON INFO Superintenden ts1Level 1: Basics of MS excel and word1Level 2: Advanced computing techniques in Excel, Access2e-Governance & Digital India programs1Course on TDS under IT Act - Do's and Don't's - Hands On training1Course on Cyber Crimes, Ethical1	ICES / RMSIICES / RMS1Training on Baggage Rules for officers of Customs1Course on Recovery of Arrears in Customs1Mandatory training programme for Preventive Officers for promotion to the grade of Superintenden ts18III. COURSE ON INFORMA Superintenden ts4Level 1: Basics of MS excel and word14Level 2: Advanced computing techniques in Excel, Access24Course on TDS under IT Act - Do's and Don't's - Hands On training11Course on Cyber Crimes, Ethical14	ICES / RMSIIITaining on Baggage Rules for officers of Customs1ICourse on Recovery of Arrears in Customs1IMandatory training programme for Preventive Officers for promotion to the grade of Superintenden ts18IIII. COURSE ON INFORMATION Version18IIIII. COURSE ON INFORMATION Course on Excel, Access14Level 1: Basics of MS excel and word2IIIII. COURSE ON INFORMATION Course on TDS under IT Act - Do's and Don't's - Hands On training111Course on Course on Cyber Crimes, Ethical1II	ICES / RMSIIIITraining on Baggage Rules for officers of Customs128Course on Recovery of Arrears in Customs1I28Mandatory training programme for Preventive Officers for promotion to the grade of Superintenden ts1IIIII. COURSE ON INFORMATION TE User Level 1: Basics of MS excel and word14ILevel 2: Advanced computing techniques in Excel, Access2IIICourse on TDS under IT Act - Do's and Don't's - Hands On training111I1Course on Cyber Crimes, Ethical1III	ICES / RMSIIIIITraining on Baggage Rules for officers of Customs12828Course on Recovery of Arrears in Customs1II28Mandatory training programme for Preventive Officers for promotion to the grade of Superintenden ts1IIIIII. COURSE ON INFORMATION TECHN tevel 1: Basics of MS excel and word1IIILevel 2: Advanced computing techniques in Excel, Access1IIIIIICourse on TDS under IT Act - Do's and Don't's - Hands On training1IIIIICourse on Cyber Crimes, Ethical1IIIIICourse on Cyber Crimes, Ethical1IIIII	ICES / RMSIIIIITraining on Baggage Rules for officers of Customs128ICourse on Recovery of Arrears in Customs1II28IMandatory training programme for Preventive Officers for promotion to the grade of Superintenden18IIIIIII. COURSE ON INFORMATION TECHNNO User I: Basics of MS excel and word14IIILevel 1: Advanced computing programs2II3-4ICourse on TDS under IT Act - Do's and Don't's Hands On training1II6Course on Cyber Crimes, Ethical1IIIII	ICES / RMSIIIIIIIBaggage Rules for officers of Customs1IIIIIICourse on Recovery of Arrears in Customs1IIIIIIIMandatory training programme for Preventive Officers for superintenden18II <td< td=""><td>ICES / RMS Image: set of the se</td><td>ICES / RMSIIIIIIITraining on Bagage Rules for officers of Customs128IIICourse on Recovery of Arrears in Customs1IIIIIIMandatory training programme for Preventive Officers for promotion to the grade of Superintenden18IIIIIIIIII. COURSE ON INFORMATION TECHNNOLOGY AND User I Basics of MS excel and word1IIIIIIILevel 1: Basics of MS excel and word1III</td><td>ICES / RMS I</td><td>ICES / RMS I <tdi< td=""><td>ICES / RMS I <tdi< td=""></tdi<></td></tdi<></td></td<>	ICES / RMS Image: set of the se	ICES / RMSIIIIIIITraining on Bagage Rules for officers of Customs128IIICourse on Recovery of Arrears in Customs1IIIIIIMandatory training programme for Preventive Officers for promotion to the grade of Superintenden18IIIIIIIIII. COURSE ON INFORMATION TECHNNOLOGY AND User I Basics of MS excel and word1IIIIIIILevel 1: Basics of MS excel and word1III	ICES / RMS I	ICES / RMS I <tdi< td=""><td>ICES / RMS I <tdi< td=""></tdi<></td></tdi<>	ICES / RMS I <tdi< td=""></tdi<>

			AN	D MI	SCE	LLA	NEOU	JS]	ГОР	ICS					
42	Course on Soft skills & Ethics	1		11			10			2		4			4
43	Course on Estt. and other Admin matters -	1											21		1
44	Refresher training for administrative staffs (AO,STA.TA, ES)	5													On deman
45	Three Week Mandatory training for EAs for promotion to AO	15								8-26				<u> </u>	1
46	Induction Training programme for Tax Assisitants (GST and Customs)	15									6- 24				1
47	Course on Right to Information Act	1							26					29	2
48	Course for Retiring Officers	3					16- 18					10- 12			2
49	Sevottam and Tax Payer Services	1	27												1
50	Course on Disciplinary Proceedings, IO & PO and Vigilance Matters	1			18				8						2
	Refresher Course on procurement	1			22				12						2

File No.NACIN/TRNG/Misc/CAL/59/2020-TRNG-O/o Pr ADG-NACIN-ZC-CHENNAI I/137487/2021

	through GeM														
	_														
52	One Day Training on PFMS / EIS and Bhavishya	1									7				1
53	Gender Sensitization and Sexual Harassment of women at Work place	1							5						1
54	Course on Communicatio n Skills and Ethical Work Culture	1												22	1
	Mid Career Training Programme for Superintenden ts of GST / Customs and Appraisers - One week	5			21- 25								14- 18		2
	Health and Wellness - Naturopathy	2		17 & 18			23 & 24			22 & 23			7-8		4
57	Physical fitness for Active and Healthy life	1	23			27			29			18			4
		V. T	RAIN	ING	s on		AR TO	<mark>OPI</mark>	CS ((<mark>Gro</mark> i	up A	.)			
	General Administratio n and Latest Changes in Establishment and Admin Matters	1								26					1
	Suvellience, Intelligence, Investigation Techniques and Technologies	1		28											1

Income Tax Act and its relevance to 60 the department - Scrutiny w.r.t GST	1					27								1
TOTAL NO. OF COURSES PER MONTH		5	7	10	8	8	8	11	10	9	6	8	6	96

*: The orientation course for newly promoted ACs will be planned and conducted once the Officers are posted to field formations and as per their training needs.

****:** Back to school training programs will be planned and conducted as per the requests and the field requirements.

COURSE ON	Number (Includin g On demand courses)
GST & CENTRAL EXCISE	16
CUSTOMS	20
COMPUTER	5
GENERAL TOPICS	16
TRAINING ON APAR TOPICS	3
TOTAL	60

ANNUAL TRAINING CALENDAR OF NACIN, COCHIN (FOR 2021-22)

-			IG CALENDAR OF NACIN, COCHIN		
	NAME Lecture On Sea borne smuggling Trends, Modus operandi	From	То	Duration	Training Type
1	and Legal issues	07.04.21		One day 3 sessions	For Commanding officers of Indian Coast Guard
2	DIGIT	21.04.21		One day 2 sessions	Customs Officers
3	Alert notices	27.04.2021		One day 2 sessions	Customs Officers
4	Induction Training for Inspectors of Central Excise	19.04.21	13.7.21	12 weeks	INDUCTION TRAINING
5	Induction Training for Inspectors (Preventive) of Customs	19.04.2021	13.7.21	12 weeks	INDUCTION TRAINING
6	Induction Training for Inspectors (Examiners) of Customs	19.04.2021	13.7.21	12 weeks	INDUCTION TRAINING
7	RMS & STCE	05.05.21	05.05.,21	One day 4 sessions	Customs Officers
8	Training on Sea safety	17.5.21	21.5.21	5 Days	Customs Officers
9	Boat Operations	175.21	21.05.21	5days	Customs Officers
10	TURANT	08.06.21		One day 2 sessions	Customs Officers
	<u> </u>	15.06.21	15.06.21	1 day	AIRPORT (Trivandrum)
	Baggage screening and identification of Objects	16.06.21	16.06.21	1 day	AIRPORT (Kochi)
	Baggage screening and identification of Objects	25.06.21	25.06.21	1 day	AIRPORT (Kozhikode)
	Baggage screening and identification of Objects	28.06.21	28.06.21	1 day	AIRPORT (Kannur)
	SWIFT	08.07.21	20.07.04	One day 2 sessions	Customs Officers
16	Workshop on Anti smuggling Docmentation Procurement in Government Goods and services /	27.7.21	29.07.21	3 Days	Customs Officers
17	Inventory and asset register	03.08.21	3.08.21	1 day	Customs & CGST Officers of Zone
		09.08.21	13.08.21	5 Days	GST Officers
	Training on BIS	25.08.21	26.08.21	2 Days	Customs Officers
20 21	Induction Inspectors of Central Excise	30.08.21	12.11.21 12.11.21	12 weeks	INDUCTION TRAINING
	Induction Inspectors (Preventive) of Customs	30.08.21	17.09.21	12 weeks	INDUCTION TRAINING Training at Kerala Policy Academy (KEPA), Trichur for
-	Arms training	06.9.21		2 weeks	Induction batches Training at Kerala Policy Academy (KEPA), Trichur for
	Arms training	20.11.21	1.12.21	2 weeks	Induction batches
	Training on Sea Safety	15.11.21	19.11.21	1 week	Customs Officers
25	Passenger Baggage Clearance and Facilitaion	16.11.21		1 day	Customs Officers
26	Import through courier and Post	22.11.22		One day 2 sessions	Customs Officers
	Training on Life Skills for Customs Cadet Core (CCC)	22.11.21		1 day	ссс
28	Passenger Baggage Clearance and Facilitation	24.11.21		1day	Customs Officers
29	Training on Life Skills for Customs Cadet Core (CCC)	24.11.21		1 day	ссс
30	Induction - Tax Assistants	29.11.21	17.12.21	3 weeks	INDUCTION TRAINING
31	Arms Training	22.11.21	03.12.21	2 weeks	Training at Kerala Policy Academy (KEPA), Trichur for Induction batches
32	Management Development Programme at IIM Kozhikode	1.12.21	2.12.21	2 days	Gr B Officers from Kerala Zone
33	Training on Gold appraising and Diamond Grading	06.12.21	10.12.21	5 days	Customs & CGST Officers of Zone
34	Arms Training	06.12.21	17.12.21	2 weeks	Training at Kerala Policy Academy (KEPA), Trichur for Induction batches
35	Intrepretation of Statutes, Collection of Evidence in Economic offences and Court Procedures at NUALS, Cochin	14.12.21	16.12.21	3 days	All India training on legal aspects of Investigation and Court procedures for Gr A & Gr B Officers
36	Customs Orientation for Coast Guard	06.12.21 to	8.12.2021	3 days	ICG Personnel
	MS Office	13.12.21	17.12.21	One week	Customs & CGST Officers of Zone
	Cyber Forensics	03.01.22	07.01.22	one week	Customs & CGST Officers of Zone
39	Official language Policy and Hindi Procurement in Government Goods and services /	10.01.22	11.01.22	2 days	Customs & CGST Officers of Zone
40	Inventory and asset register	13.01.22		1 day	Customs & CGST Officers of Zone
41	Recovery Arrears of Revenue Training by WPC wing on Licenses & Equipment Type	18.01.22	19.01.22	2 days	Customs & CGST Officers of Zone
42	Approval Certificate	21.01.2022		1 day	Online
43	Pre- Retirement training	24.01.22	25.01.22	3 days	For Officers due for retirement
	Introduction to Big Data Analysis	27.01.22	28.01.22	2 days	Customs & CGST Officers of Zone
	GST Refresher Understanding Maritime Trade at Indian Maritime	1.02.22	03.02.22	3 days	GST Officers
46	University, Cochin Intrepretation of Statutes, Collection of Evidence in	07.02.22	11.02.22	5 Days	Customs Officers (All India Gr A & Gr B)
47	Economic offences and Court Preocdures at NUALS, Cochin	15.02.22	17.02.22	3 days	All india training on legal aspects of Investigation and Court procedures for Gr A & Gr B Officers of CBIC
	Drug law enforcement	22.02.22	24.02.22	3 days	Customs & CGST Officers of Zone
_	Sevottam /RTI	01.03.22		1day	Customs & CGST Officers of Zone
50		02.03.22	03.03.22	2 days	GST Officers
51	One day workshop on Gender Justice Workshop on Training the Trainers	08.03.22 09.03.22	08.03.22 10.3.22	1 2 days	Customs & CGST Officers of Zone Customs & CGST Officers of Zone
		15.03.22	15.03.22	2 days 1 day	Customs & CGST Officers of Zone
	Management Development Programme at IIM Kozhikode		16.03.22	2 days	Gr B Officers from Kerala Zone
54	wanagement Development Programme at IIIvi KOZNIKODE	13.03.22	10.03.22	2 udys	GI B OTTICETS ITOTTI KETAIA ZOTTE

NACIN DELHI Training Calender for FY 2021-22

Month	Trainings	Date
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-1	05.04.2021 to 09.07.2021
	GST Audit Course (4 Days)	26.04.2021 to 29.04.2021
April, 2021	Secrutiny of returns in GST (1 day)	20.04.2021
	Yoga, Meditation, Motivation & Leadership	14.04.2021
	Financial & Cost Accounting	28 & 29.04.2021
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-1(Contd)	05.04.2021 to 09.07.2021
NA: 2024	Mandatory training for inspectors for promotion to Supdt	03.05.2021 to 21.05.2021
May, 2021	Drafting of Show Cause Notices & Adjudiation Order	28.05.2021
	Training on Authorized Economic Operator	31.05.2021
	Stress Management & Emotional Intelligence	14.05.2021
	Baggage Rules	05.05.2021
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-1(Contd)	05.04.2021 to 09.07.2021
June, 2021	Goods & Srvice Tax Training (2 days)	17 & 18.06.2021
50110) 2022	Training on FSSAI for clearance of food reated consignments	21.06.2021
	Course on Vigilance Matters/ Disciplinary Proceedings	11.06.2021
	Workshop on noting & drafting	09.06.2021
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-1(Contd)	05.04.2021 to 09.07.2021
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-2	26.07.2021 to 29.10.2021
July, 2021	Induction Training of Newly recruited/ promoted Tax Assistant	12.07.2021 to 23.07.2021
	Mandatory training for inspectors for promotion to Supdt	19.07.2021 to 06.08.2021
	Course on Export Promotion Scheme	22.07.2021
	Yoga, Meditation, Motivation & Leadership	29.07.2021
	Gender sensitization & Women Commission	15.07.2021

August, 2021		
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-2 (Contd)	26.07.2021 to 29.10.2021
	Mandatory training for inspectors for promotion to Supdt (contd)	19.07.2021 to 06.08.2021
	Data Analytics in GST	04.08.2021
	Anti evasion, Intelligence, Search & Seizure	05.08.2021
	Ms Excel, Ms Word & Powerpoint	11.08.2021 to 13.08.2021
	Workshop on Wildlife trafficking Act	25.08.2021
	Course for custom broker & CHA	24.08.2021

September, 2021	Induction Training of Newly Recruited/ Promoted Inspectors Batch-2 (Contd)	26.07.2021 to 29.10.2021
	Mandatory Training for EA for Promotion to AO	06.09.2021 to 24.09.2021
	Green Customs	01.09.2021
	Workship on IPR	06.09.2021
	Course on Vigilance Matters/ Disciplinary Proceedings	15.09.2021
	GST (APAR Based)	27 & 28.09.2021

October, 2021		
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-2 (Contd)	26.07.2021 to 29.10.2021
	Mandatory training for inspectors for promotion to Supdt	25.10.2021 to 12.11.2021
	GST Audit Course (4 Days)	04 Oct to 07 Oct
	Baggage Rules	29.10.2021
	Training on FSSAI for clearance of food reated consignments	06.10.2021

November, 2021	Induction Training of Newly recruited/ promoted Tax Assistant	15.11.2021 to 26.11.2021
	Mandatory training for inspectors for promotion to Supdt (contd)	25.10.2021 to 12.11.2021
	Drafting of Show Cause Notices & Adjudiation Order	09.11.2021
	Anti Smuggling techniques, COFEPOSA, Commercial Fraud, Anti money Laundering	
	& CFT	29 & 30.11.2021
	Right TO Information & Human Rights	01.11.2021
	Gender sensitization & Women Commission	02.11.2021
	Course for GST Practitioners	28.11.2022

December, 2021	Induction Training of Newly Recruited/ Promoted Inspectors Batch-3	06.12.2021 to 12.03.2021
	Goods & Service Tax Training (2 days)	01.12.2021 to 02.12.2021
	NDPS Law & Procedure	15-16 December, 2021
	SWIFT, ATA-Carnet & Carnet-de-passage	20.12.2021
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-3 (contd)	06.12.2021 to 12.03.2021
	Data Analytics in GST	18.01.2022
January, 2022	Course on Export Promotion Scheme	04.01.2022
	Course on Vigilance Matters/ Disciplinary Proceedings	03.01.2022
	GST (APAR Based)	20 & 21.01.2022
2		
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-3 (contd)	06.12.2021 to 12.03.2021
	Mandatory training for inspectors for promotion to Supdt	01.02.2022 to 18.02.2022
Fabruary 2022	Financial & Cost Accounting	03 & 04.02.2020
February, 2022	Anti Smuggling techniques, COFEPOSA, Commercial Fraud, Anti money Laundering	g
	& CFT	17 & 18.02.2022
	Course for custom broker & CHA	21.02.2022
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-3 (contd)	06.12.2021 to 12.03.2021
March, 2022	Course on Commercial Frauds & Investigation Techniques	18.03.2022
	Ms Excel, Ms Word & Powerpoint	01 & 02.03.2022
	Yoga, Meditation, Motivation & Leadership	29.03.2022
	Course for GST Practitioners	16.03.2022

						NAC	IN, ZONAL C	AMPUS, HYD	ERABAD									
						ANNUAL TRA	INING CALE	NDAR FOR T	HE YEAR 202	1-22								
SI. No	Name of the Course / Workshop	No. of days per course	2021 No. of courses proposed	I - 22 Training days	Remarks	Course Directors Shri/Smt	April	Мау	June	July	August	September	October	November	December	January	February	March
	INDUCTION & MANDATORY	COURSES													I		I	
1	Induction Course for Inspectors	14 weeks	2	140					24/05 - 2	27/8				04/10 - 0	07/01			
2	Induction Course for Tax Assistants	10 days	1	10	_				21/06-02/07									
3	Course for Officers Promoted from Gr 'B' to Gr 'A'	5 days	1	5	Subject to availability												07-11	
4	Mandatory Training for Promotion to the Post of Superintendent	15 days	1	15	of eligible officers					12-30								
5	Mandatory Training for Executive Assistants for Promotion to post of Administrative Officer	15 days	1	15				03-21										
	PROFESSIONAL COURSES		1	1			1								ł		I	
	GST & AUDIT COURSES																	
6	CBIC GST Back-end Refresher Training	2 days	4	8	Once in 3 months				23-24			14-15			14-15			10-11
7	Course on GST Audit	5 days	2	10						05-09					06-10			
8	GST Refresher Course, E-Way Bill & New GST Returns	1 day	4	4	Once in 3 months			11			17			16			15	
9	Course on issue of Notice/Drafting of SCN, Adjudication pocedure and Judicial Procedures in GST including Appeals, coordination	2 days	1	2							30-31							
10	Course on Enforcement of Indirect Taxes (Intelligence Gathering, Investigation, Search, Seizures and Prosecution)	1 day	1	1											13			
11	Course on Recovery of Arrears	1 day	1	1								23						
12	Workshop on NCLT/ IBBI Procedures	1 day	1	1						27								
13	Workshop on Anti-Profiteering	1 day	1	1				25										
14	Course on Advance Ruling	1 day	1	1				28										
15	All India Workshop/ Seminar - Sharing of Information/ Modus Operandi on Evasion prone Industries/goods	1 day	1	1							24							
16	Workshop on GST provisions for Real Estate Sector/Works Contract	1 day	1	1					30									
17	Course on ITC in GST and its Verification Process	2 days	1	2								07-08						
18	Workshop on Allied Acts such as CrPC/ IPC/ CPC with relevence to Indirect Tax provisions	1 day	1	1								22						
19	Reading Financial Statements & Cost Accounting	2 days	2	4								16-17				19-20		

	Name of the Course /	No. of		1 - 22		Course Directors												
SI. No	Name of the Course / Workshop	days per course	No. of courses proposed	Training days	Remarks	Shri/Smt	April	Мау	June	July	August	September	October	November	December	January	February	March
	Concept of Supply/ Time of Supply, Place of Supply in GST	1 day	1	1											17			
	Hands on Training on Online processing of Refund claims	1 day	1	1					15									
	Course on GST Assessement with focus on Best judgement Assessement	1 day	1	1						09								
23	Workshop on Field checking of E- Way Bill (by State GST Officers)	1 day	1	1									20					
	GST Outreach Programme for Trade & Practioners	1 day			*													
	CUSTOMS																	
25	Course on Customs Law & Procedures including Allied Acts (For newly posted officers to Air Cargo & ICD/CFS)	5 days	1	5					14-18									
26	Course on Customs Law & Procedures including Allied Acts & Soft Skills (For newly posted officers to Airport)	4 days	1	4					07-11									
27	Course on Anti - Smuggling/ Detection of Fake Currency	1 day	1	1											22			
28	Course on Refunds - IGST - Customs	1 day	1	1									08					
	Course for Custom Brokers	2 days	1	2									05-06					
	Workshop on Trade facilitation	1 day	2	2				07									04	
31	SEZ's & Role of Customs Officials	1 day	1	1								27						
32	Green Customs – with focus on illegal trade in HCFC & other environmental concerns	1 day	1	1												07		
33	Workshop at NIPHM, Hyderabad for Customs officers	2 days	1	2												04-05		
34	Training for Customs Officers posted in Export Promotion Division (EPD)	1 day	1	1	*						26							
	Training for Customs Officers posted in Foreign Post Office (FPO)	1 day	1	1	×						27							
	ADMINISTRATION																	
36	Refresher Course on Administration/ Accounts/ Establishment	1 day	1	1									22					
27	Workshop on GeM and e- Procurement	1 day	2	2				17						12				
	Workshop on RTI	1 day	2	2				21						08				
39	Course on Official Language - Hindi	1 day	2	2					21						20			
40	Course on Vigillance Matters including DA cases	1 day	1	1							05							
	Workshop for IO's/ PO's (Vigilance)	1 day	1	1							06							
42	Workshop on Gender Sensitization/ Harassment at work place (POSH)	1 day	1	1			19											

		No. of	2021	- 22														
SI. No	Name of the Course / Workshop	days per course	No. of courses proposed	Training days	Remarks	Course Directors Shri/Smt	April	Мау	June	July	August	September	October	November	December	January	February	March
	COURSES ON HUMAN RESO	URCES																
43	Work shop on Time Management & Stress Management	1 day	1	1												18		
44	Course for Retiring Officers	2 days	2	4						19-20							22-23	
45	Workshop on IT Skills including Advanced Excel	1 day	1	1			16											
46	Workshop Making of effective presentation	1 day	1	1										29				
47	Workshop on Soft Skills & Personality development	1 day	1	1								28						
48	Workshop on Leadership & Motivation	1 day	1	1												25		
49	Course on Basics of Micro/Macro Economics for CBIC officers	1 day	1	1													17	
50	Course on Personal Financial Planning for CBIC Officers	1 day	1	1			27											
51	Online Workshop on Physical, Emotional & Mental well being	1 day	1	1	*										28			
52	Workshop on Stress & Reproductive Health	1 day	1	1	*		23											
	OTHER NICHE Workshops																	
53	Workshop on Cyber Forensics	1 day	1	1			29											
54	Workshop on Companies Act and its relevance to department	1 day	1	1									26					
55	Workshop on Human Rights & Human Trafficing	1 day	1	1										23				
56	Workshop on Disaster Management	1 day	1	1								21						
57	Course on Implementation of Sevottam - New Service Quality Manual & Citizen Charter	1 day	1	1	*													15
58	Online Workshop for Implementation of e-office in CBIC	1 day	2	2	*		14							26				
			72	278			6	8	7	5	7	8	6	6	7	5	5	2

NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES AND NARCOTICS, ZONAL CAMPUS, KANPUR

ANNUAL TRAINING CALENDER FOR 2021-2022

SI. No.	TITLE OF PROGRAMME	Course Under	Level of Participants (Group)	Duration of Training	No. of course per year	Total Training Days	APR	MAY	JUN	JUL	AUG	SEP	ост	NOV	DEC	JAN	FEB	MAR
1	Administration, Establishment and Accounts	Administration	B &.C	3	2	6							11-13					21-23
2	Casual Labourers With Temporary Status	Administration	D	10	1	10								8-22				
3	Course for Retiring Officers	Administration	A, B & C	2	1	2	22-23											
4	Establishment & Vigilance	Administration	А	2	1	2								25-26				
5	Hindi-Official Language	Administration	A, B & C	2	1	2							28-29					
6	Induction Course for Newly Recruited / Promoted Inspectors	Administration	В	70	1	70		0	3 May - '	11 Augu	st							
7	Induction Course for Newly Recruited/Promoted Tax Assistants (TA)	Administration	С	10	1	10									6-17			
8	Mandatory Training for Executive Assistants for promotion to the grade of Administrative Officer (On requirement)	Administration	С	15	1	15						6-24						
9	Mandatory Training for Inspector for promotion to the grade of Superintendent (On requirement)	Administration	В	15	1	15										03-21		
10	Mid Career Training Programme (MCTP) for likely to be promoted in all Groups	Administration	B &. C	5	1	5	26-30											
11	Orientation Programme for Newly Promoted Group-'A' Officers	Administration	А	5	1	5									20-24			
12	Right to Information Act,2005	Administration	A, B & C	1	1	1						28						
13	Vigilance Matters	Administration	A, B & C	2	1	2						27-28						
14	Anti Smuggling - Intelligence, Investigation & Prosecution	CUSTOMS	В	1	2	2	15											28
15	Customs Valuation & Baggage Clearance	CUSTOMS	В	1	2	2	16											29
16	Green Customs & Related Matters	CUSTOMS	A & B	1	1	1						30						
17	Intellecutal Property Rights (IPRs)	CUSTOMS	A & B	1	1	1								1				
18	Refresher Courses for Customs Officers joining Customs (Preventive/LCS/Airport)	CUSTOMS	В	5	1	5					23-27							
19	Trade facilitation - Audit in Customs	CUSTOMS	A & B	1	1	1												16

SI. No.	TITLE OF PROGRAMME	Course Under	Level of Participants (Group)	Duration of Training	No. of course per year	Total Training Days	APR	MAY	JUN	JUL	AUG	SEP	ост	NOV	DEC	JAN	FEB	MAR
20	Trade facilitation - Risk Management and Post Clearance Audit	CUSTOMS	A & B	1	1	1											4	
21	Trade facilitation Agreement (Workshop / Seminar)	CUSTOMS	A & B	1	1	1											2	
22	Training Programme for Customs K9	CUSTOMS	A & B	1	1	1						29						
23	CBEC GST IT Back-end refresher training	GST	A & B	2	3	6						2-3			2-3			3-4
24	Drafting of Show Cause Notice	GST	В	1	2	2							22			28		
25	Goods & Service Tax (GST) - Refresher Course	GST	A & B	2	2	4					16-17						7-8	
26	GST Audit	GST	A & B	4	3	12	6-9						5-8				14-17	
27	GST E-Way Bill Systems	GST	A & B	1	2	2					18						9	
28	Offence & Penalties, Detention, Confiscation of Goods and Coveyances and Compuding of Offences	GST	В	1	1	1												10-11
29	Provisions of Inspection, Search & Seizure in GST	GST	В	2	2	4							21-22			27-28		
30	Settlement of ITC Refund Claims	GST	В	1	2	2									27			14
31	Cyber Security, Cyber Forensic & Digital Evidence	IT	A & B	1	1	1									30			
32	Data Analytics for Group-'B' Officers- (MOU- IIT)	IT	В		3	5	13						25-26				24-25	
33	Core-Cometency - GST Invoice	OTHERS	A, B & C	1	1	1							1					
34	Core-Cometency - Narcotics	OTHERS	A, B & C	1	1	1										24		
35	Core-Cometency - Search & Seizure	OTHERS	A, B & C	2	1	2								29-30				
36	Gender Sensitization	OTHERS	A, B & C	1	2	2							18				11	
37	Soft Skills: Body Language, Communication, Time, Stress Management and Leadership.	OTHERS	A, B & C	2	1	2											21-22	
	TOTAL			177	52	207		1										

Sl. No.	Name of the Course	No. of course during 2020- 21	No. of course during 2021- 22	Period	Level of Participants	Apr'21	May'21	June'21	July'21	Aug'21	Sept'20	Oct' 21	Nov' 21	Dec' 21	Jan' 22	Feb' 22	Mar' 22
		•			CGST & Central Excis	se											
1	Induction Course for Inspectors of CGST	0		14 weeks	Inspectors of GST					As p	er requir	ement					
2	Financial Accounting	4	4	02 days	Supdt./Inspectors			15-16		12-13			16-18				7-9
3	Anti-Evasion	2	4	2 days	Supdt./ Inspectors	19-20			12-13			21-22			6-7		
4	Refresher course for Inspector of CGST & Central Excise	1	4	2 days	Inspectors of CGST & Central Excise		3-4			3-4				8-9			16-17
5	Refresher course for Superintendent of CGST & Central Excise	1	3	2 days	Superintendent of CGST & Central Excise		17-18				6-7				11-12		
6	Recovery of arrears under Indirect Tax.	1	4	1 day	Gr. A & Gr. B Executive Officers		21			12			8			28	
7	Auditing procedure under GST.	2	4	2 days	Gr. A & Gr. B Executive Officers			22-23			8-9			6-7			10-11
8	Advance Ruling in GST	1	3	1 day	Gr. A & Gr. B Executive Officers	12				20					21		
9	Anti-Profiteering Machanism	0	3	1 day	Gr. A & Gr. B Executive Officers				6				11				16
10	Drafting of SCN	0	3	1 day	Supdt./ Inspectors			4			20				13		
11	Case Laws on ITC	0	2	1 day	Gr. A & Gr. B Executive Officers				8					31			
12	Valuation in GST	1	3	1 day	Supdt./ Inspectors			24				28				8	
					Customs												
13	Refresher course for Preventive Officers of Customs	1	3	2 days	Preventive Officers of Customs			7-8					9-10			9-10	
14	Refresher course for Examiner of Customs	0	4	2 days	Examiners of Customs	21-22			14-15			7-8				14-15	
15	Induction Course for Preventive Officers of Customs	0		14 weeks	P.O's / Inspectors of Customs		I	•		As p	er requir	ement		•			
16	Induction Course for Examiner of Customs	0		14 weeks	Examiners of Customs					As p	er requir	ement					
17	Refresher Course for Appraisers	1	4	2 days	Appraiser		25-26			26-27			22-23				28-29
18	Refresher Course for Superintendent of Customs	1	3	2 days	Superintendents of Customs			10-11					29-30				21-22
19	Prevention of Smuggling, Commercial Fraud, Money Laundering	2	4	2 days	Gr. A & Gr. B Executive Officers		27-28				13-14			13-14			14-15
20	Training programme for Custom Officers on Food Safety, ISPM-15 and IPR	2	4	1 days	Gr. A & Gr. B Executive Officers		3				10			15			23

NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS: ZONAL CAMPUS, KOLKATA:: ANNUAL CALENDAR FOR THE YEAR 2021 - 22

21	Recovery of arrears under Customs.	2	4	1 day	Gr. A & Gr. B Executive Officers	14			16				26			18	
22	Role of Customs and Economic security of India	0	3	1 day	Gr. A & Gr. B Executive Officers			17						16			24
23	Assessment of Duty under Customs	1	2	1 day	Gr. A & Gr. B Executive Officers					31					10		
24	Customs Allied Acts.	1	4	1 day	Gr. A & Gr. B Executive Officers	8			19			18					25
		ļ	ļ	ļ	Narcotics		II	!									
25	Drugs Law Enforcement	2	4	3 days	Gr. 'B' (Executive) officers of Customs, GST & other organisation			2-4			15-17			30-31			10-11
		L															
26	Basic Computer Training	3	3	2 days	Gr.'C' officers of Customs, CGST & Central Excise.			7-8			23-24				19-20		
27	Advance Excel	2	2	2 days	Supdt./Inspectors/ TA/STA/ DOS/AO			14-15					11-12				

28	Implementation of Official Language & Functional Hindi	2	3	1 day	Gr. 'B' & 'C' (Executive) officers of Customs & GST		9				8			10		
					Administration											
29	Refresher course for Administrative Officer and Assistant Chief Accounts Officer	1	4	2 days	A.O's and ACAO's	22-23			24-25				16-17			14-15
30	Refresher course for Stenographer, TA Executive Assistant	1	3	2 days	T.A, E.A Stenographer and P.S		10-11				2	4-25			16-17	
31	Workshop on Vigilance Matter	3	3	1 day	Gr.'B' officers of Customs, CGST & Central Excise		15			27			21			
32	Induction Course for Tax Assistant	2	1	10 days	Tax Assistant			19-30								
	Training on e-Marketing (GeM), E-procurement & Bhabishya	2	4	1 day	Gr 'B' Ministerial officers of Customs and CGST	28		21				15			24	
							Other Courses									
34	Gender Sensitization	2	3	1 day	Gr. 'B' officers of Customs, CGST & Central Excise			30				5			25	
35	Right to Information Act-2005	4	3	1 day	Gr. 'B' (Ministerial/Executive) officers of C & CE		13			21					23	
36	Refund under GST	5	3	1 day	Gr. 'B' (Executive) officers of CGST & Central Excise		16				29			25		
37	EOU & SEZ	2	3	2 days	Gr. 'B' (Executive) officers of CGST & Central Excise		17-18				28-29				21-22	

38	COFEPOSA	0	3	1 day	Gr. 'B' officers of Customs			17				4				18	
40	TDS- on IT & GST Provision	2	3	1day	Gr. 'B' officers of GST & Customs			21			20			7			
41	Litigation Management	3	3	1 day	Gr. 'B'(Executive) Officers			22				27				8	
42	Valuation of Imported Goods	1	2	1 day	Gr.'B' officers of Customs		11								18		
43	Soft Skill	2	4	1 day	Gr. A, Gr. B & Gr. C		10			13				24			23
44	Assessment of Customs Import & Export	2	4	1 day	Gr.'B' officers of Customs			23			28			29			18
45	Medical Facilities for Govt. Employees including CGHS.	1	3	1 day	Gr. 'B' & Ç' officers of Customs, CGST & Central Excise and Customs.			18				25					22
46	FEMA & PMLA	1	3	1 day	Gr.'B' officers of Customs			21				26				7	
47	Import and Export of service under GST	1	2	1 day	Gr.'B' officers(Executive) of Customs and CGST				6					22			
48	Deterrent Provisions in NDPS Act.	1	4	1 day	Gr.'B' officers of Customs		7			6				27			25
49	Prevention of Corruption Act	1	3	1 day	Gr.'B' officers of Customs			29				6				25	
50	Warehouse Regulations 2019	1	3	1 day	Gr.'B' officers of Customs			30				20				11	
51	POS in GST Exceptional Cases.	1	4	1 day	Gr.'B' officers(Executive) of Customs and CGST	16		29				28				9	
52	Drawback-Brand Rate Fixation	1	3	1 day	Gr.'B' officers of Customs		6			10				28			
53	GST Back-end	0	2	02 days	Gr.'A' & 'B' (Executive) officers of CGST & Central Excise		Т	o be dec	ided in c	onsultat	ion with	DG Sys	tems and	Data Ma	nageme	nt.	
54	Green Customs and Intellectual Property Rights	1	3	1 day	A' officers of Customs & GST and Gr. 'B'(Gazetted)		11									16	
55	Functioning of Customs officers at Airport	0	3	1 day	Gr.'B' officers(Executive) of Customs		12				6			8			
56	Preventive Vigilance 'A Conceptual Framework' & Case studies.	0	2	1 day	Gr.'B' officers(Executive) of Customs and CGST					27						28	

NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES AND NARCOTICS, ZONAL CAMPUS, BHOPAL, TRAINING CALENDER FOR THE YEAR 2021-22

S.No.	Name of the Course	Officers	Jurisdi	Duration (in	Course Director	Course Co- ordinator	No.of times in	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22
		Grade	ction	days)	ADD/DD/ AD	Supdt.	the FY	Dates											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
1	Intellectual Property Rights	Gr. A, B & C	MP & CG	1	IB	MM	once a year					10							
2	GST Workshop on GST Returns & updates	Gr. A, B & C	MP	1	IB	MM	quarterly	7			9			8			14		
3	GST WorkshopRefund, Rebate & Drawback Claims-processing thereof	Gr. A, B & C	MP	1	IB	ММ	thrice a year		12				3					8	
4	GST WorkshopMeaning and scope of Supply, Time and Valuation of supply of Goods and Services	Gr. A, B & C	MP	1	IB	ММ	thrice a year		18				8				5		
5	GST Workshop Handling of cases of vehicles/ Goods intercepted during E-way Bill checks	Gr. A, B & C	MP	1	IB	ММ	quarterly	8			15			7				4	
6	GST Workshop(1) Inspection Search & Seizure under GST, (2)Preparation for Raids and Role of officers in Enquiry &(3) Drafting of Panchnma and recording of statements	Gr. A, B & C	MP	1	IB	ММ	quarterly		5			11			9			10	
7	GST Workshop(1)Offences and Penalties involved under GST, (2) Drafting of Demand- cum-Show Cause Notices under GST (3) Order in original	Gr. A, B & C		1	IB	ММ	quarterly	11			6			19			11		
8	Appeal Mechanism in GST	Gr. A, B & C	CG	1	IB	MM	thrice a year			4				6					4
9	Workshop on Audit under GST	Gr. A, B & C	CG	2	IB	ММ	six times a year	12		8,		5		11		3		11,	
10	Data Handling and Analysis- (a) To identify revenue leakage & abnormal trends in returns, to unearth evasion (b) Making optimum use of data available in AIO	Gr. A, B & C	CG	1	IB	ММ	thrice a year		7				9				7		
11	GST Outreach Program of Other Organization/Departments	Others	CG	1	Lokesh Lilhare	MM	once in a month	15	11	9	8	25	28	26	23	14	18	9	8
12	Understanding/Scrutiny of Financial Statements & Audit Reports	Gr. A, B & C	G	1	IB	ММ	thrice a year	22				13					13		
13	Course on collection & recovery	Gr. A, B & C	CG	1	IB	MM	quarterly		19			4			3			15	

	Course on Cyber Law and Digital					1													
14	levidence		CG	1	IB	MM	thrice a year			11				22			19		
15	Information Act	Gr. A, B & C	I I	1	IB	ММ	twice a year	27					14						
16	Accounting	Gr. A ,B & C	CG	3	IB	ММ	twice a year		20						16				
17	Basic Computer & Microsoft Office	Gr.A,B & C	CG	1	IB	ММ	twice a year			15						8			
18	Official Languages	Gr.A,B & C	CG	1	IB	MM	quarterly			17		6			12				11
19	Women's Empowerment	Gr.A,B & C	CG	1	IB	ММ	twice a year				14					10			
	Soft Skills (Wellness/Stress Management/Yoga, etc.)	Gr.A,B & C & Family	CG	1	IB	ММ	twice a year			22						16			
21	Rules	Gr. A, B & C		1	IB	ММ	quarterly				22		6		18			3	
22		Gr. A, B & C		1	IB	ММ	quarterly				23			4		21			10
23	Workshop for Retiring Officers	Gr. A, B & C	CG	1	IB	MM	twice a year			3						7			
24	TA/DA	Gr. B & C		1	IB	ММ	twice a year				20							18	
25	APAR writing & Pay fixation	Gr. A, B & C	CG	1	IB	MM	once a year						17						
26	Noting/Drafting/Record Keeping	Gr. B & C	CG	1	IB	MM	twice a year		4						26				
27	(1)Vigilance And Inquiry Proceedings & (2) Handling of Complaints	Gr.A, B & C	CG	1	IB	ММ	twice a year					24						22	
28	Workshop on E-office	Gr.A, B & C	CG	1	IB	ММ	twice a year	19						27					
]]	Frainings per	month	8	8	8	8	8	7	9	7	7	7	9	4

		ANNU	AL TRAINING CALENDER FOR 2021-22
**	Days H		Name of the Course
ate	Days	Tondays	April, 2021
1	Thursday		
		GH	
	Saturday	GIT	
	Sunday		
5	Monday		
6	Tuesday		
7	Wednesday		Recent changes in the provisions of GST
8	Thursday		Recent changes in the provisions of our
9	Friday Saturday		
10 11	Sunday		
12	Monday		
13	Tuesday		
14	Wednesday		Training on e office implementation
15	Thursday		Training on e once implementation
16	Friday Saturday		
17 18	Saturday		
19	Monday		
20	Tuesday		
21	Wednesday	GH	o formande against Carona Virus
22	Thursday		Safeguards against Corona Virus
23	Friday		
24	Saturday Sunday		
25 26	Monday	-	
27	Tuesday		
28	Wednesday		
29			Office Procedure:- Noting & Drafting , Service Book, Maintenance of
29	Thursday		records etc.
30	Friday		
			May, 2021
			10149, 2021
1	Saturday		
2	Sunday Monday		
3	Tuesday	-	
5	Wednesday		
6	Thursday		Yoga & Meditation,
7	Friday	-	
8	Saturday		
9 10	Sunday Monday		
10	Tuesday	-	
12	Wednesday		
13	Thursday		Refund provisions under GST
14	Friday		
15	Saturday		
16 17	Sunday Monday		
17	luesday		
19	Wednesday	/	and Colours & Arrort under GST
20	Thursday		Inspection, Search, Seizure & Arrest under GST
21	Friday		
22 23	Saturday Sunday	-	
23	Monday		
25	Tuesday		
26	Wednesda	y G	H SCN, Adjudication & Appeal provisions under GST
27			Surv, Adjudication & Appear provident and
28 29	Friday Saturday		
30	Monday		

		June,2021
1	Tuesday	
2	Wednesday	
3	Thursday	ITC provisions under GST
4	Friday	
5	Saturday	
6	Sunday	
7	Monday	
8	Tuesday Wednesday	
9		
10	Thursday	Salient features of the NDPS Act, 1985
11	Friday	
12	Saturday	
13	Sunday Monday	
14 15	Tuesday	
16	Wednesday	
17		Special Course for Officers due for Superannuation
	Thursday Friday	special course for officers due for superalindation
18	Saturday	
19 20	Sunday	
20	Monday	
22	Tuesday	
23	Wednesday	
		Landarship & Darsanality Davalanment
24	Thursday	Leadership & Personality Development
25	Friday	
26	Saturday	
27	Sunday	
28	Monday Tuesday	
29	Wednesday	
30	weunesuay	
	1	Luby 2021
		July, 2021
1	Thursday	
2	Friday	
3	Saturday	
4	Sunday	
5	Monday Tuesday	
6		Dight to lefermation Act. 2005
7	Wednesday	Right to Information Act, 2005
8	Thursday	
9	Friday	
10	Saturday	
11	Sunday	
12	Monday	
13	Tuesday	
14	Wednesday	Webinar on filing of Income Tax Returns
15	Thursday Friday	Webinar on hing of meone tax neturns
16	Saturday	
17 18	Sunday	
19	Monday	
20	Tuesday	
	Wednesday GH	
21		
22	Thursday	CCS (Conduct) Rules , 1964
23	Friday	
24	Saturday	
25	Sunday	
26	Monday	
27	Tuesday	Recovery of arrears of Tax
28	Wednesday	
29	Thursday	
30	Friday	
31	Saturday	
sit da		August, 2021
		August, 2021
1	Sunday	
2	Monday	
3	Tuesday	
4	Wednesday	Training on "GST Audit" (4 days)
5	Thursday	Indining on OST Addit (4 days)
6	Friday	
7	Saturday	
8	Sunday	
9	Monday	
10	Tuesday	
11	Wednesday	Stress management & Health Tips
12	Thursday	
13	Friday	
4.5	Saturday	
14	JALUIUAV	

16	Monday	T	
17	Tuesday	1	
		-	Gender Sensitization
18	Wednesday	-	Genuer Sensitization
19	Thursday	GH	
20	Friday		
21	Saturday		
22	Sunday	1	
23	Monday		
24	Tuesday		
	Wednesday		
25	wednesday		
26	Thursday		Roles and functions of Inspector & Superintendent under GST
27	Friday		
28	Saturday		
29	Sunday		
30	Monday		
31	Tuesday		
21	Tuesday	1	September, 2021
			September, 2021
1	Wednesday		
2	Thursday		
3	Friday	-	
4	Saturday	-	
5	Sunday	1	
6	Monday	1	
			CCC /CCA) D. I 10CC
7	Tuesday		CCS (CCA) Rules, 1965
8	Wednesday		
9	Thursday		
10	Friday		
11	Saturday		
12	Sunday		1
13	Monday	-	
		1	Valuation payment of Tay 9 Deturns under CCT
14	Tuesday		Valuation, payment of Tax & Returns under GST
15	Wednesday		
16	Thursday		
17	Friday		
18	Saturday		
19	Sunday		
20	Monday		
			Analysis of data & Baturne under CCT
21	Tuesday		Analysis of data & Returns under GST
22	Wednesday		
23	Thursday		
24	Friday	1	
25	Saturday	-	
26	Sunday		
		+	
27	Monday		
28	Tuesday		How to protect yourself from Cyber fraud
29	Wednesday		
30	Thursday		
30	Thursday		October, 2021
			0000001, 2021
1	Friday	T	
1 2		GH	
2	Saturday	GH	
2 3	Saturday Sunday	GH	Langetter Court Sizura & Arront under CCT
2 3 4	Saturday Sunday Monday	GH	Inspection, Search, Seizure & Arrest under GST
2 3	Saturday Sunday Monday Tuesday	GH	Inspection, Search, Seizure & Arrest under GST
2 3 4	Saturday Sunday Monday Tuesday Wednesday	GH	Inspection, Search, Seizure & Arrest under GST
2 3 4 5	Saturday Sunday Monday Tuesday Wednesday	GH	Inspection, Search, Seizure & Arrest under GST
2 3 4 5 6 7	Saturday Sunday Monday Tuesday Wednesday Thursday	GH	
2 3 4 5 6 7 8	Saturday Sunday Monday Tuesday Wednesday Thursday Friday	GH	Inspection, Search, Seizure & Arrest under GST Training on eoffice implementation
2 3 4 5 6 7 8 9	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday	GH	
2 3 4 5 6 7 8 9 10	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday	GH	
2 3 4 5 6 7 8 9 10 11	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday	GH	
2 3 4 5 6 7 8 9 10 11 12	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday	GH	
2 3 4 5 6 7 8 9 10 11	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday		
2 3 4 5 6 7 8 9 10 11 12	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday	GH	
2 3 4 5 6 7 8 9 10 11 12 13 14	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday		
2 3 4 5 6 7 8 9 10 11 11 12 13 14 15	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday	GH	
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	Saturday Sunday Monday Tuesday Wednesday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday	GH	
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17	Saturday Sunday Monday Tuesday Wednesday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Sunday	GH	
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18	Saturday Sunday Monday Tuesday Wednesday Friday Saturday Sunday Monday Tuesday Ihursday Friday Saturday Saturday Saturday Sunday Monday	GH GH	
2 3 4 5 6 7 7 8 9 10 11 12 13 14 15 16 17 18 19	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Iuesday	GH	Training on eoffice implementation
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Saturday Sunday Monday Tuesday Wednesday Friday Saturday Sunday Monday Ituesday Wednesday Friday Saturday Sunday Monday Iuesday Wednesday	GH GH	
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Monday Tuesday Thursday Friday Saturday Saturday Sunday Monday Uuesday Wednesday Uuesday Uuesday	GH GH	Training on eoffice implementation
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	Saturday Sunday Monday Tuesday Wednesday Friday Saturday Sunday Monday Ituesday Wednesday Friday Saturday Sunday Monday Iuesday Wednesday	GH GH	Training on eoffice implementation
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22	Saturday Sunday Monday Tuesday Wednesday Friday Saturday Sunday Monday Tuesday Wednesday Ihursday Friday Sunday Monday Iuesday Wednesday Uuesday Wednesday Friday	GH GH	Training on eoffice implementation
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22	Saturday Sunday Monday Tuesday Wednesday Friday Saturday Sunday Monday Iuesday Wednesday Friday Saturday Sunday Monday Iuesday Wednesday Ihursday Friday Saturday Saturday Saturday Saturday Saturday	GH GH	Training on eoffice implementation
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Monday Iluesday Monday Nonday Uuesday Monday Uuesday Wednesday Thursday Friday Saturday Saturday Saturday Saturday Saturday Saturday Saturday Saturday Sunday	GH GH	Training on eoffice implementation
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Monday Uuesday Monday Monday Uuesday Monday Friday Friday Friday Friday Friday Friday Saturday Monday Friday Saturday Monday Monday	GH GH	Training on eoffice implementation Training on eoffice implementation Analysis of Annual Returns under GS1
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24	Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Ituesday Friday Saturday Sunday Monday Ituesday Wednesday Hursday Friday Sunday Monday Thursday Friday Saturday Sunday Thursday Friday Sunday Thursday Thursday Thursday Thursday Thursday Thursday Thursday Thursday Thursday Thursday Thursday	GH GH	Training on eoffice implementation
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		November, 2021
	Monday	
	Tuesday	
	Wednesday	Ethics & Integrity
	Thursday	GH
	Friday	
	Saturday	
	Sunday	
}	Monday	
)	Tuesday Wednesday	
0		CST Construction Services
1	Thursday	GST on Construction Services
2	Friday	
3	Saturday	
4	Sunday	
5	Monday	
6	Tuesday	
7	Wednesday	PFMS
8	Thursday	
9	Friday	GH
0	Saturday	
1	Sunday	
2	Monday	
3	Tuesday	
4	Wednesday	
5	Thursday	ITC provisions under GST
6	Friday	
7	Saturday	
8	Sunday	
9	Monday	
0	Tuesday	December, 2021
_		December, 2021
1	Wednesday	
2	Thursday	Stress Management & Health Tips
3	Friday	
4	Saturday	
5	Sunday	
6	Monday	
7	Tuesday	
8	Wednesday	
9		Vigilance matters- Departmental proceedings(Chargesheet, Inquiry,
-	Thursday	Imposition of Minor/ Major Penalty
10	Friday	
1.1	Saturday	
12	Sunday	
13	Monday	
14	Tuesday	
15	Wednesday	
16	Thursday	Investigation procedures for Officers posted in field formations
17	Friday	
18	Saturday	
19	Sunday	
20	Monday	
21	Tuesday	
22	Wednesday	
23	Thursday	GST on Works Contract Service
24	Friday	
25	Saturday	
26 27	Sunday	
27	Monday	
28	Tuesday	
29	Wednesday Thursday	
30	Friday	
31	Thoday	January, 2022
	Caburda	
1	Saturday	
2	Sunday	
3	Monday Tuesday	
4	Wednesday	
5		Lanua Bulas & Madical Attandonco Bular
6	Thursday	Leave Rules & Medical Attendence Rules
7	Friday	
8	Saturday	
9	Sunday Monday	
10 11	Tuesday	
11 12	Wednesday	
13		Analysis of data and Returns under GST
	Thursday	Mildiyala of udid and neturna diraci oar
14	Friday	
15 16	Saturday Sunday	

19 20	Tuesday Wednesday		
20			
	Thursday		Soft Skills and Excel utility for Tax Administrators
21	Friday		
22	Saturday		
23 24	Sunday Monday		
24	Tuesday		
25	Wednesday	GH	
27		- Cont	Inspection, Search, Seizure& Arrest
	Thursday	-	hispection, search, service Arrest
28 29	Friday Saturday		
30	Sunday	+	
30	Monday	-	
51			
		1	Cohruster 2022
			February, 2022
1	Tuesday		
2	Wednesday		
3	Thursday		Budgetary changes in the provisions of GST
4	Friday		
5	Saturday		
6	Sunday		
7	Monday		
8	Tuesday		
9	Wednesday		
10	Thursday		Recent changes in ITC provisions under GST
11	Friday	_	
12	Saturday		
13	Sunday		
14	Monday		
15	Tuesday Wednesday	-	
16			
17	Thursday		Recent changes in Refund provisions under GST
18	Friday		
19 20	Saturday Sunday		
20	Monday		
22	Tuesday		
23	Wednesday		
24	Thursday		Wild life conservation & Prevention of smuggling activities
25	Friday		400mm0 400mm0
26	Saturday	-	
27	Sunday		
28	Monday		
			March, 2022
1	Tuesday	IGH	
1 2	Tuesday Wednesday	GH	
1 2	Tuesday Wednesday	GH	
1 2 3	Wednesday	GH	
3	Wednesday	GH	
3	Wednesday Thursday Friday	GH	
3 4 5	Wednesday	GH	
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3 4 5 6 7 8 9 10 11 12 13	Wednesday Thursday Friday Saturday Monday Tuesday Wednesday Thursday Friday Saturday Sunday	GH	
3 4 5 6 7 8 9 10 11 12 13 14	Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday	GH	GeM- Essential features thereof
3 4 5 6 7 8 9 10 11 12 13 14 15	Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday	GH	
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3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Saturday Saturday		GeM- Essential features thereof
3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21	Wednesday Thursday Friday Saturday Sunday Monday Thursday Wednesday Thursday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Sunday Monday		GeM- Essential features thereof
3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Saturday Saturday		GeM- Essential features thereof
3 4 5 6 7 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23	Wednesday Thursday Friday Saturday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Wednesday Saturday Saturday Saturday Sunday Sunday Monday Tuesday Wednesday		GeM- Essential features thereof How to draft a quality SCN_under GST
3 4 5 6 7 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24	Wednesday Thursday Saturday Saturday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Saturday Saturday Thursday Monday Tuesday Monday Tuesday		GeM- Essential features thereof
3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25	Wednesday Thursday Friday Saturday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Wednesday Saturday Saturday Saturday Sunday Sunday Monday Tuesday Wednesday		GeM- Essential features thereof How to draft a quality SCN_under GST
3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	Wednesday Thursday Saturday Saturday Sunday Monday Tuesday Wednesday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Saturday Sunday Monday Tuesday Thursday Thursday Thursday Friday Saturday Saturday Saturday Saturday Saturday Saturday Saturday Saturday		GeM- Essential features thereof How to draft a quality SCN_under GST
3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Wednesday Thursday Friday Saturday Sunday Monday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Monday Friday Saturday Sunday Wednesday Thursday Friday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Monday Thursday Friday Sunday Monday Monday		GeM- Essential features thereof How to draft a quality SCN_under GST
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	NATIONAL ACADE	MY OF C	USTOMS,	INDIRECT TA	AXES AND	NARCOT	ICS (NACIN	N), ZONAL CA	MPUS, SHII	LLONG,				
SI. No	Name of the Course	Duration of the Course	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
							GST / CENT	RAL EXCISE						
1	Legacy issues under Central Excise and Service tax	1	22nd April 2021											
2	Classification and Supply of Goods and Services under GST	1		4th May 2021					7th Oct 2021					
3	GST Registration and Cancellation	2	13th & 14th Apr 2021					6th & 7th Sep 2021						
4	Overview of IGST Act	1		7th May 2021								12th Jan 2022		
5	Returns, Payment and Assessment under GST	2						8th & 9th Sep 2021					4th & 5th Feb 2022	
6	2 Days workshop on GST Investigation	2			10th & 11th of Jun 2021									14th Mar 2022
7	One day seminar on Anti evasion in GST	1		14th May 2021										23rd Ma 2022
8	One day Course on Data Mining and Data Analysis in GST	1						24th Sep 2021			8th Dec 2021			
9	GST Back-end Training	1				20th July 2021							24th &	

TRAINING CALENDER FOR THE FINANCIAL YEAR 2021-22

10	GST Front-end Training	1			23rd June 2021							25th Feb 2022	
11	Course on Anti Profiteering Mechanism	1					12th Aug 2021						
12	Reading and understanding of Financial Statements	1							22th Nov 2021				
13	Course on Export & Import Under GST	1								1st Dec 2021			
14	E-Way Bill under GST	1	30th April 2021					14th October 2021					
15	3 Days Training on GST Audit	3			1st to 3rd of June 2021								7th to 9th Mar 2022
16	Job Work Under GST	1		17th May 2021							17th Jan 2022		
17	Refund Under GST	1				23rd July 2021				3rd Dec 2021			
18	GST Refresher Course	2	2nd & 5th Apr 2021					18th & 19th Oct 2021				27th & 28th Feb 2022	
19	Course on Input Tax Credit	1					5th Aug 2021				29th Jan 2022		
20	Course on Valuation in GST (GST Valuation Rules 2017)	1									27th Jan 2022		
21	GST-OUTREACH PROGRAMME	2						3rd & 4th Oct 2021				3th & 4th Feb 2021	

					INDU			SES				
22	Induction Training for Inspector of CBIC	60	il 2021 to 2nd J uding 2 weeks A Umiar	Arms Trainin	(14 g at NEPA,		2021 (14	er 2021 to 26th Weeks includir ning at NEPA, l	ng 2 weeks			
23	Arms Training for Inspector of CBIC	10					st 2021 to 3rd t 2021					
24	Mandatory Training for Executive Assistants for Promotion to the Grade of Administrative Officer	10									7th to 18th Feb 2022	
25	Induction Training for Tax Assistants of CBIC	10					6th to 17th Sept 2021					
26	Mandatory Training for Promotion to the Grade of Superintendent	15							22nd Nov to	10th Dec 2021		
					CUS	TOMS, WILDL	IFE & NARCOTIC	S				
27	Role of Customs in National Economic Security	1	24th May 2021									
28	Overview of Customs Act	1									18th Feb 2022	

29	Working with allied agencies in ICP, ICD, Airport etc.	1			29th Sep 2021				
	Money Laundering (PMLA Act)	1						31st Jan 2022	
31	Illegal movement of Arms & Ammunition in Border areas of NE India	1		30th July 2021					
32	Lecture on International Convention on Chemicals Weapon	1				18th Oct 2021			
33	Indian Customs EDI System & Documentation of goods (Import & Export)	1					30th Nov 2021		
	Salient Features of Wildlife Protection Act, 1972	1			10th Sept 2021				2nd Mar 2022
35	Foreign Trade Policy	1	27th May 2021						
36	Introduction to FSSAI	1		14th July 2021					
	Course on Disposal of the Seized Goods	1						21st Jan 2022	
38	Baggage Rules 2016 and Airport Customs Procedure	1				12th October 2021			

39	Workshopn on NDPS Act 1985	1				10th Aug 2021						16th Mar 2022
40	Workshop on Anti- Smuggling - (Search, Seizure) and Confiscation, Penalty, Demand & Adjudication	1		25th June 2021								
41	Trade facilitation and Ease of doing Business	1								6th Dec 2021		
42	Overview of Foreign Trade Policy and Export Promotion Schemes	1							24th Nov 2021			
	Overview of International Border along NE India	1				20th Aug 2021						
					ADMI	NISTRATION	& ESTABLISHME	NT				
44	Office Procedure manual	1				25th Aug 2021						
45	Vigilance Machinery of Govt of India - An Overview	1		28th June 2021			2nd Sept 2021					
46	Introduction to E-Office	1	15th April 2021					21st Oct 2021				4th Mar 2022
	Function of DDO: Administrative and Financial	1									11th Feb 2022	

48	E-Procurement and GEM & through Purchase Committee Workshop on	1				31st Aug 2021				8th Dec 2021			
49	Intellectual Property Rights	1			8th July 2021				17th Nov 2021				
50	Working on PFMS & EIS	1					3rd Sept 2021					14th Feb 2022	
51	Career opportunity to officers for Deputation/Loan including other Departments	1	11th May 2021								31st Jan 2022		
52	2 Days Workshop on Vigilance	2						27th & 28th Of Oct 2021					
53	Course on General Administration and Establishment	1				22nd Aug 2021				10th Dec 2021			
54	Overview of CSS (Conduct) Rules 1964	1										10th Feb 2022	
55	Office procedure and uniform ettiqutte	1		30th June 2021					8th Nov 2021				
56	Procedure of Filing APAR electronically	1											18th Mar 2022
				COURSE	ON MANAG	EMENT, HEA	LTH AND MISCE	LLANEOUS TOP	PICS				
57	Course on Physical wellbeing, Yoga, Naturopathy etc.	1							26th Nov 2021				
58	Role of officers & Facilitation of Investment in NE India	1		11th May 2021									

59	Yoga Training (Fit India Movement)	1						13th to 17th Sep 2021 (7AM - 8AM)						
60	Gender Sensitization and Sexual Harassment of Women at Supreme Court (Prevention, Prohibition and Redressal) Guidelines, 2015	1				1st July 2021				4th Nov 2021				
61	Efffective Communication Skill and Stress Management	1			15th June 2021				1st Oct 2021				9th Feb 2022	
62	Overview of SEVOTTAM	1										6th Jan 2022		
63	Course on Soft skills & Time Management	1		26th May 2021										
64	Right to Information (RTI) Act 2005 & CPGRAM	1	18th April 2021					14th Sep 2021						
65	Leadership and Human Resource Development	1									6th Dec 2021			
					TRAINING	G ON LOCAL	VERNACULA	R LANGUAGE FO	R FIELD OFFIC	ERS				
66	Local Vernacular Training - MIZO language	40		h 2021 to 7th y 2021										
67	Local Vernacular Training - Meitei language	40							4th October 2 Novembe					

Local Vernacular Training - Khasi language	40	17th May 20	021 to 9th J	uly 2021					
Local Vernacular Training - Bengali language	40			26th July 2	021 to 17th Se	eptember 2021			

** As per our mandate, special invitation to all SGST formations located under this jurisdiction for the courses on GST and relateted topics except those subjects exclusively for Customs.

*** On the request of the State GST Department, Classroom training at any of the state capital will be conducted on GST and related subjects.

Training Calendar 2021-22 (APRIL 2021 TO MARCH 2022)

0								/44)		1				
S. No.	Name of the Course	Duration	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22
1	Retiring Officers – Ethics Probity	2 Days	5-06.04.21											
2	World Health Day	1 Day	07.04.21											
3	Mandatory Training of Inspectors for promotion to the grade of Superintendents/ 5 th May hand hygiene day	19 days	19.04.21 to 07.05.21											
4	World Earth Day(Energy Efficiency ICED)	1 Day	22.04.21											
5	World Intellectual Property Day / Session on IPR	1 Day	26.04.21											
6	Induction Training of Inspectors/ No Tobacco Day	12 Weeks		31.05.21 to 20.08.21										
7	Environment Day (Plantation Drive/ Awareness Programme)	1 Day			05.06.21									
8	International Day against Drug Abuse and Illicit Trafficking / One Day training on NDPS Act	1 Day			26.06.21									
9	Workshop on World Hepatitis Day	1 Day				28.07.21								
10	World Suicide Prevention Day/ Session on Mental Health	1 Day						10.09.21						
11	Training on Gender Sensitization (All India)	1 Day						22.09.21						
12	Health & Wellness workshops	1 Day							07.10.2021					
14	Stress Management	2 Days							11-12.10.21					
13	Vigilance Awareness Week	1 Weeks								02.11.2021				
15	Furbisher Course for Inspectors	2 Weeks								15-29.11.21				
16	Elimination of domestic Violence	1 Day								25.11.21				
17	Induction Training of Inspectors*													
18	International Anti Corruption Day	1 Day									09.12.21			
19	Work life Balance	2 Days									20-21.12.21			
	Positive Mind & Positive Body by law of affirmation	2 days										10- 11.01.2022		
20	Legacy of Central Excisen & Service Tax	1 Day											24.02.2022	
22	World Consumer Rights Day/ Session on Consumer rights	1 Day												15.03.2022
24	Workshop for Women Employees	01 Day												08.03.2022
25	GST : Place and value of supply and data analytics using GST Returns	1/2 Day	08.04.21											
26	E-Way bill Mechanism and data analysis using GST returns	1/2 Day	23.04.21											
27	Training on Audit under GST	5 Days		17-21.05.21										
28	Course for SGST Officer on AE Procedure and Drafting of SCN and Adjudication Orders	1/2 Day			03-04.06.21									
29	Online Training on Insight Insolvencey and Bankruptcy Code, 2016	1/2 Day			24.06.21									
30	Trg. On Refund Under GST	2 Days				08-09.07.21								
31	GST Refresher Course	3 Days				14-16.07.21								
32	GST Backend Training	2 Days					05-06.08.21							
33	Training on Fake Invoice and Data Mining under GST	1 Day					16.08.21							
34	Demand & Recovery under GST	1 Day						03.09.21						
35	Place & Time of Supply under GST	1 Day						15.09.21						
36	Online training on "Frauds in GST"	1 Day							18.10.21					
37	E-Invoicing and Familiarization of tax payer interface under GST	1 Day							22.10.21					
38	GST Out Reach	2 Days								09-10.11.21				
39	GST Backend Training	2 Days								22-23.11.21				

40	GST Backend Training	2 Days									22-23.12.21			
41	GST Training Return	1 Day									27.12.21			
48	GST Backend	01 Day										12.01.2022		
42	Appeal Mechanism in GST	1 Day										13.01.2022		
43	Training on GST Registration	1 Day										20.01.2022		
49	Demand & Recovery Under GST	01 Day										21.01.2022		
50	Valuation under GST	01 Day										28.01.2022		
51	Refund and Rebate under GST	01 Day										28.01.2022		
44	Training on ITC under GST	1 Day											09.02.2022	
45	Financial Accounting / Advanced Excel / Tally	1 Day											16.02.2022	
46	Training of newly promoted Superintendent	2 Weeks											21.02.2022- 04.03.2022	
52	GST Backend	01 Day												
53	Inspection, Search, Seizure and Arrest under GST	01 Day											23.02.2022	
47	Training on composition scheme	1 Day												04.03.2022
54	Place & Time of Supply under GST	01 Day												
55	WTO - Training on Trade Facilitation Agreement for Gr. A & Gr. B officers	2 Days	15-16.04.21		<u> </u>				<u> </u>					15.03.2022
56	Basic Computer Course	2 Days		04-05.05.21 (after lunch)						10-11.11.21 (2 days)				
57	Right to Information Act, 2005	1 Day			08.06.21									
58	Yoga Workshop (Yoga Day - 21 June)	1 Day			21.06.21									
59	Course on Wildlife Trafficking overview / Intimational Agreement Prevention &	3 Days				27-29.07.21					02-03.12.21 (2 days)			
60	Preventive Strategies Workshop on CCS Conduct Rules	1 Day					04.08.21							
61	Training on Detection of Tax Evasion by Using Data Mining Techniques and other Method	2 Days					12-13.08.21							
62	Training on NDPS Act, 1985	3 Days						27-29.09.21						
63	Training on Gandhiji & Swachchta Awareness	1 Day							01.10.21					
64	Grow your Own Organic food on Roof	1 Day							28.10.2021					
65	Workshop on understanding Cyber Operation, Intelligence Gathering & Digital Forensics and	1 Day							28.10.2021	02.11.21				
66	Cyber Security Training on "Brief Discussion on LTC Rules"	1 Day									06.12.21			
67	Training on Internaional Human Rights	1 Day									10.12.21			
68	Workshop on Implementation of Tax Deduction Source (TDS) Provision under	01 Day										20.01.2022		
69	Right to Information Act, 2005	01 Day										20.01.2022	03.02.2022	
70	Basic Computer Course	01 Day											26.02.2022	
71	Training on Customs Procedure	1 Day	21.04.21										20.02.2022	
72	Classification and Valuation of Goods under Customs Law	2 Days	29-30.04.21											
73	Training on Trade based Money Laundering, FEMA & PMLA	1 Day	25/30.04.21	11.05.21										
74	Training on Assessment Manual EDI & Faceless	1 Day		28.05.21										
75	Introduction and provisions of Customs Tarrif Act, 1975	1 Day			11.06.21									
76	Functioning of Customs at International Airport	1 Day			25.06.21									
77	Rajbhasha	1 Day			30.06.21			14.09.21						
78	FTP and Related Schemes	1 Day			30.00.21	19.07.21		14.03.21						
79	Basic Course with Arms Training for Hawaldar/Head Hawaldar(2 Weeks)	2 Weeks				13.07.21	25-31.08.21	1-08.09.21						
80	Customs Clearance of Export/Import Cargo, Benefit & features of SWIFT, e-Sanchit and	2 Weeks					25-31.08.21							
L	Turant Customs		I					16.09.21						

81	Training on Preventive Detention-COFEPOSA Act, 1974 and SAFEMA, 1976	1 Day				25.10.21					
82	Training on SEZ & EOU	1 Day				26.10.21					
83	Refund and Duty Drawback under Customs	1 Day					24.11.21				
84	Customs Clearance of Export/Import Cargo, Benefit & features of SWIFT, e-Sanchit and Turant Customs	1 Day						16.12.21			
85	Collection and recording of Intelligence in duty evasion cases of Customs	1 Day						24.12.21			
86	Assessment of Imported goods from entry inward to out of charge, Provisional assessment	1 Day							06.01.2022		
87	Assessment of Export goods, Journey of shipping bills and export procedure	1 Day							07.01.2022		
88	Export Incentive Schemes: MEIS/SEIS	1 Day							28.01.2022		
89	Import Duties ;CVD/Anti dumping duty/ Safeguard duty	1 Day								11.02.2022	
90	Refund and Duty Drawback under Customs	1 Day								18.02.2022	
92	Drafting of SCN under Customs	1 Day									04.03.2022
93	Drafting of SCN. Common Defects, precautions to be taken drafting of SCN.	01 Day							08.01.2022		
94	CAROTAR (Administration of Rules of Origin under Trade Agreement) Rules, 2020	01 Day							22.01.2022		
95	Adjudication, drafting of good quality order	01 Day								15.02.2022	
96	Warehousing under Customs	01 Day								22.02.2022	
97	Audit procedure in Customs	01 Day									05.03.2022

				ĵ	Fraining Calen	dar for the Year 20	21-22, NACIN Zonal	Campus, Va	dodara.						
Sl. No.	Name of the Course	Grade of officer	Duration	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22
1	Organizational Communication	Gr.A&B	2 days	19.04.21 to 20.04.21	03.05.21 to 04.05.21	02.06.21 to 03.06.21	05.07.21 to 06.07.21	02.08.21 to 03.08.21	01.09.21 to 02.09.21	04.10.21 to 05.10.21	12.11.21 to 13.11.21	06.12.21 to 07.12.21	03.01.22 to 04.01.22	03.02.22 to 04.02.22	10.03.22 to 11.03.22
2	Stress Management	Gr.A&B	1 day			07.06.21						27.12.21			
3	Vernacular Language	Gr.A&B	3 days					04.08.21 to 06.08.21					10.01.22 to 12.01.22		
4	POSH/Gender Sensitization	Gr.A&B	1 day		10.05.21			10.08.21			26.11.21			10.02.22	
5	Digital Forensic	Gr.A&B	2 days	29.04.21 to 30.04.21	17.05.21 to 18.05.21	09.06.21 to 10.06.21	10.07.21 to 11.07.21	12.08.21 to 13.08.21	16.09.21 to 17.09.21	13.10.21 to 14.10.21	17.11.21 to 18.11.21	16-11.21 to 17.11.21	19.01.22 to 20.01.22	21.02.22 to 22.02.22	03.03.22 to 04.03.22
6	Vigilence	Gr.A&B	1 day			16.06.21				22.10.21				24.02.22	
7	Backend/Risk Management	Gr.A&B	5 days		17.05.21 to 21.05.21		12.07.21 to 16.07.21		20.09.21 to 24.09.21		08.11.21 to 12.11.21		27.01.22 to 31.1.22		21.03.22 to 22.03.22
8	GST Audit	Gr.A&B	2 days	08.04.21 to 09.04.21		21.06.21 to 22.06.21		24.08.21 to 25.08.21		25.10.21 to 26.10.21		21.12.21 to 22.12.21		24.02.22 to 25.02.22	
9	New Sevottam	Gr.A&B	1 day		13.05.21		08.07.21		09.09.21		11.11.21		31.01.22		
10	Mandatory for Inspector	Gr.B	15 days		03.05.21 to 24.05.21		05.07.21 to 26.07.21		06.09.21 to 24.09.21	04.10.21 to 26.10.21					
11	Mandatory AO	Gr.B	15 days	12.04.21 to 30.04.21											

					Training Calend	lar for the Year 20	21-22, NACIN Zonal	Campus, Vao	lodara.						
Sl. No.	Name of the Course	Grade of officer	Duration	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22

NACIN - ZC - VISAKHAPATNAM - TRAINING CALENDAR FOR 2021-22

S. No.	Title of the programme	Level	No. of days per course	No. of courses	No. of Training days	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
	Induction/ Mandatory/ Refresher courses																
1	Induction Training for Inspectors-Central Tax	В	70	1	32	1-30	1-14										
2	Induction Training for P.O.s/E.O.s	В	70	1	57	1-30	1-31	1-23									
3	Induction Training for Tax Assistants- Central Tax & Customs	С	10	1	10											7-18	
4	Mandatory Training for Inspectors for promotion to the grade of Supdt. of Central Tax	В	15	2	30			28-30	1-16								
5	Mandatory Training for Preventive Officers for promotion to the grade of Supdt. of Customs	В	15	1	15											28	1-18
6	Mandatory Training for Examiner for promotion to the grade of Appraiser	В	15	1	15											28	1-18
7	Mandatory Training for Executive Assistants for promotion to Administrative officers	С	15	1	15								8-26				
8	Two half days Refresher training for Stengraphers, Hindi translators, Personal Secretaries, EA and TAs	С	1	1	1			7-8									
9	Orientation training for promoted ACs posted from Customs Commissionerate to GST Commissionerate	А	5	1	5					09-13							
10	Orientation training for promoted ACs posted from GST Commissionerate to Customs Commissionerate	A	5	1	5						20-24						
				11	185												

	GST Trainings															
11	GSTN - Front End	В	0.5	2	1				03						04	
12	GSTN - Back End*	В	2	10	20		24-25	22-23	26-27	29-30	26-27	29-30	27-28	20-21	24-25	17-18
13	Data Handling & Data Analytics in GST (CGST+SGST)	В	1	3	3			12				22				4
14	GST- Training on ITC scheme, handling of cases of vehicles/goods intercepted during e-way bill checks CGST+SGST	В	1	1	1								03			
15	Demands, assessment & recovery in GST, offences and penalties CGST+SGST	В	1	1	1		17									
16	GST- Classification, Use of HSN, Valuation, provisions & procedures relating to supply of services,POS, Exempted supplies CGST+SGST	В	1	1	1							16				
17	Refunds in GST(including ITC refunds) CGST+SGST	В	1/2	1	0.5					17						
18	Arrears of Revenue - Management & Recovery, BIFR- DRT, Central Excise, Service Tax, GST & Customs (All India Training)	A & B	2	2	4						07-08				10-11	
19	Anti Evasion, intelligence gathering, investigation, prosecution, Provisions relating to Search & Seziure (CGST & SGST)	A & B	1	2	2				17-18							10-11
20	GST-Audit Training (CGST & SGST)	A &B	2	2	4			15-16						04-05		
21	Recent Judgements of High Court & Supreme Court on GST matters (CGST & SGST)	A &B	1	2	2				10					06		
22	Advance Rulings in GST (CGST & SGST)	A & B	1	1	1								29			

23	Basic Accounts & Financial Statements, Financial & Cost Accounting as tools to assist officers including training on SAP & Tally (CGST & SGST)	A & B	2	2	4			29-30						27-28		
24	Issues relating to specific imports - Crude oil, Coal, Ammonium, etc	Trade	0.5	1	0.5				20							
25	Training for GST Practitioners	Trade	0.5	2	1					15					21	
26	GST Refresher Training	A&B	0.5	2	1					06						07
27	Information Resource Management, Preparation and generation of Periodical reports in GST	A&B	0.5	1	0.5					03						
28	GST Sector Specific - Steel and Cement	Trade	0.5	1	0.5									03		
29	GST Sector Specific - Electrical and Electronics	Trade	0.5	1	0.5							02				
30	GST Sector Specific - Bakery and Restaurant	Trade	0.5	1	0.5											29
31	GST Sector Specific - Real estate	Trade	0.5	1	0.5			27								
32	GST Sector Specific - Maintenance and repairs	Trade	0.5	1	0.5						01					
33	GST Sector Specific - Commodities under Central Excise	Trade	0.5	1	0.5								10			
				42	50.5											
-	Customs Trainings															
34	HSN Tariff and Classification disputes in Customs (All India Training)	A & B	1	2	2		04							31		
35	Training for Customs Brokers	Trade	0.5	1	0.5				04							
36	Turant Customs and Trade Facilitation measures, Ease of doing business, AEO	A & B	1	1	1									10		
37	Air Port Passenger- Baggage Clearance/AIU, Etiquettes and soft skills	A & B	1	1	1											02
38	Green Customs, Implementation of HCFC Phase out	A & B	0.5	1	0.5		03									
39	Provisions related to CFS/ICD & Container Movement	A & B	0.5	1	0.5						04					

40	Enforcement of Intellectual Property Rights by Customs Officials	В	1	1	1				24						
41	Identification of WMD- Sensitisation of Customs Officials & agency functions of Customs deptt.	A & B	1	1	1								14		
42	Anti Smugggling, Intelligence gathering, investigation	A & B	1	1	1					23					
43	PMLA & FEMA	A & B	1	1	1							17			
44	Rules of origin, FTA & FTA frauds	A & B	0.5	1	0.5					22					
45	Training on FSSAI, ISPM and Plant Quarantine and techinques to detect violations	A & B	1	1	1						14				
46	Drug Law Enforcement & agency functions of Customs deptt	A & B	1	1	1			13							
47	SEZ and EOU related matters	A & B	1	1	1				25						
48	Demands & assessment in customs, offences penalty, Classification, valuation, NIDB, latest issues.	A&B	1	1	1								17		
49	Wildlife trafficking, including international agreements on the same as well as national framework	A&B	1	1	1							9			
				17	15										
	Administration, Establishment, Accounts														
50	Courses for Retiring Officers	B & C	3	2	6	19-21						24-26			
51	Income Tax & Deduction at Source, TDS under GST	В	1	1	1		16								
52	Infrastructure/GeM / e Procurement, PFMS / EIS	С	2	1	2								07		
53	Implementation of Official Language (Rajya bhasha) & Functional Hindi	B & C	1	1	1							10			

54	Guidelines for reporting of APARs, SPARROW	A,B, C	1/2	1	1	11										
55	Training on Establishment Matters including welfare measures to SC & ST officers	B & C	1	1	1						12					
56	Course on MS Office	B & C	2	1	2						21-22					
				8	14											
	General Trainings															
57	Human Rights issues for enforcement officers	A &B	1	1	1			02								
58	Litigation Management including LIMBS, Coordination with SDRs & Judicial Procedures	A &B	1	1	1				06							
59	Cyber Forensics and Digital Evidence	A & B	2	2	4		21-22								15-16	
60	Right To Information (RTI)	A,B, C	1	2	2				05						22	
61	Women empowerment - Gender Sensitisation & Harassment of women in workplace	A,B,C	1/2	2	1					08						09
62	Probity in Public Life - Prevention of Corruption Act, Vigilance and Disciplinary procedings including training for IOs and POs	A,B, C	1	1	1						29					
63	Training on Soft Skills, body language, Ethics and Role of Department	Hawaldar s & Gr. C	1	1	1							18				
64	Sevottam	A&B	1	1	1								08			
65	Drafting of SCN and Adjudication orders in GST and Customs	A&B	1	1	1									24		
66	Course on Vernacular Language (Telugu) on oral communication, including basic writing skills	A&B	2.5	1	2.5								20-24			
67	Eye care in the context of digital work culture	A&B	0.5	1	0.5		10									

I hX	Work Attitude and Happiness - Psychological, Moral and Ethical aspects	A&B	0.5	1	0.5				13			
l ny	Sensitivity towards tax payers - Fresh look at attitudinal behaviour for departmental officers	A&B	0.5	1	0.5		18					
				15	17							
	Total			93	281 1/2							
	Total No. of Courses			69								
	Total No. of Trainings		93									
	Total No. of Training Days											

*GSTN Backend - Tentative Schedule. To be modified as per DG (Systems) training calender for the year 2021-22