

**NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES AND NARCOTICS, ZONAL CAMPUS, BHOPAL, TRAINING CALENDER FOR THE YEAR 2024-25**

S.No.	Name of the Course	Officers Grade	Jurisdiction	Course Director	Course Co-ordinator	No. of times in the FY	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Total Training Days	
				ADD/DD/AD	Supdt.		Dates	Dates	Dates	Dates	Dates	Dates	Dates	Dates	Dates	Dates	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	All India	PG	NV	once a year						26-27							2	
2	International & Cross Border Taxation	For Gr.A officers	All India	PG	NV	once a year								9					1	
3	हर बुधवार - GST वार	Gr. A, B & C	All India	PG	NV	Every Wednesdays	03, 10, 17, 24	01, 08, 15, 22, 29	05, 12, 19, 26	03, 10, 24, 31	07, 14, 21, 28	04, 11, 18, 25	09, 16, 23, 30	06, 13, 20, 27	04, 11, 18, 25	01, 08, 15, 22, 29	05, 12, 19, 26	05, 12, 19, 26	52	
4	GST Workshop on latest updates in GST Returns & Refund, Rebate & Drawback Claims	Gr. A, B & C	MP	UD	KD	twice a year	18								12				2	
5	Training on E-way Bills	Gr. A, B & C	MP	UD	KD	twice a year					12				19				2	
6	Inspection Search & Seizure, Preparation for Raids and Role of officers in Enquiry & Drafting of Panchma and recording of statements	Gr. A, B & C	MP	UD	KD	twice a year		16-17					7-8'						4	
7	Offences and Penalties under GST, Drafting of Demand-cum-Show Cause Notices & Order in original	Gr. A, B & C	MP	UD	KD	twice a year	22-23						14-15						4	
8	Appeal Mechanism in GST	Gr. A, B & C	MP	UD	KD	twice a year			14								7		2	
9	Workshop on Audit under GST	Gr. A, B & C	MP	UD	KD	twice a year				03-05'				11-13'					6	
10	Customs Capsules	Gr. A, B & C	MP	UD	KD	Last Friday of each month	26	31	28	26	30	27	25	29	27	31	28	28	12	
11	Data Handling and Analysis using ADVAIT, Prime, BIFA etc.	Gr. A, B & C	MP	UD	KD	twice a year						13					3		2	
12	CBIC GST Back Office Training	Gr. A, B & C	MP	UD	KD	once a year							10-11'						2	
13	GST Outreach Program of Other Organization/Departments	Others	MP	UD	SG	once a month	As per availability													
14	Assessment, Demand and Recovery under GST	Gr. A, B & C	MP	UD	KD	twice a year			20							6			2	
15	Cyber Law and Handling of Digital Evidence	Gr B	MP	UD	NV	once a year	29												1	
16	Hands On training on Cyber Law with Cyber Police	Gr B	MP	UD	NV	once a year				15-16									2	
17	Induction Course for Inspector	Gr.B	MP & CG	UD	SG	depending on available officers to be trained	As per availability													70
18	Induction Course for Tax Assistant / LDC	Gr. C	MP & CG	UD	KD	depending on available officers to be trained	As per availability													
19	Mandatory Training for Inspectors for promotion to the grade of Superintendent	Gr.B	MP & CG	UD	SG	depending on available officers to be trained	As per availability													15
20	Mandatory Training for Executive Assistant for promotion to the grade of Administrative Officer	Gr.B	Bhopal	UD	KD	depending on available officers to be trained	As per availability													15

21	राजभाषा	Gr.A,B & C	MP	UD	KD	quarterly		27			27			28		24		4
22	(1) CCS Leave Rules (2) Welfare measures like PF, CGEIS, etc. & LTC, CES, TA/DA	Gr. A, B & C	MP	UD	KD	twice a year	15						6					2
23	(1)Vigilance And Inquiry Proceedings & (2) Handling of Complaints	Gr.A, B & C	MP	UD	KD	twice a year					2					24		2
24	Cultivation of Opium , Enforcement work under NDPS Act, 1985	Gr.A, B & C	All India	UD	KD	once a year				16								1
25	Mandatory Training for Sub-Inspectors, CBN for promotion to the grade of Inspectors, CBN	Gr. B	All India	UD	KD	depending on available officers to be trained	As per availability											15
26	Mandatory Training for UDC, CBN for promotion to the grade of Deputy Office Superintendent, CBN	Gr. C	All India	UD	KD	depending on available officers to be trained	As per availability											15
27	01-days training for Officials of Civil Department / Civil Society Organizations			UD	KD	once a year					19							1
28	1-week training of IOs/JIOs or SIOs/Inspector having power of IKDestigation Officer			UD	KD	once a year						02-06'						5
29	3-days training of Sepoy/Constables/Havaldars for assisting IKDestigating Officers in Operation & IKDestigations (Group B & C officers)	Gr.B & C		UD	KD	once a year			24-26									3
30	Gender Sensitisation/Women's Empowerment	Gr.A,B & C	All India	UD	KD	twice in a year		20								17		2
31	Workshop on Right To Information Act	Gr. A, B & C	MP	UD	KD	twice in a year			6								7	2
32	E-office	Gr.B & C	MP	UD	KD	twice in a year					8						21	2
33	GFR, GeM & PFMS	Gr.B & C	MP	UD	KD	twice in a year								08'		17		2

Tentative total number of training days 252