

**PROPOSED ANNUAL TRAINING CALENDER FOR THE YEAR 2024-25 - NACIN, CHENNAI**

SL. NO.	Subjects covered in the course	Mode	Duration of the course (No. of working	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN, 25	FEB	MAR	No. of times proposed during the year
<b>I. GST / CENTRAL EXCISE COURSES</b>																
1	Induction Course for Inspectors -GST	Offline	70.00	From 15th April	BATCH-I & II		Till 19th July & From 29th July to		BATCH-III		Till 01 November & From 11th November		BATCH-IV & V	Till 14 February		5
2	GST Audit Training with case studies-specialised	Offline	5.00				1 to 5									1
3	Refresher GST Audit training with latest changes in GST Laws	Offline	1.00	4												1
4	Data Analytics using GST returns	Offline	1.00			7							30			2
5	ADVAIT - Intelligence gathering using GST Backend	Offline	1.00						23					21		2
6	Mandatory training programme for Inspectors for promotion to the grade of Superintendents	Offline	10.00					19 to 30								1
7	Scutiny of GST returns, Reconciliation of GST Annual Returns with Income Tax Returns	Online	1.00								22					1
8	Appeal Procedure with parawise comments	Online	1.00							17						1
9	Improving Quality of Adjudication orders	Offline	1.00				24									1
10	Recovery of Arrears and Write off Proposal	Offline	1.00								18					1
11	Thematic Audit GST Banking Sector	Offline	1.00	24-26												1
12	GSTN BO ACL Mapping	Offline	1.00	12												1
13	GSTN BO Demo By State GST Officers.	offline	1.00		30											1
14	GST Quiz for commerce students of colleges	offline	1.00											7		1

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total																	20

## II. CUSTOMS COURSES

1	Induction Course for Inspectors (PO & EO)	Offline	70.00	From 22th April	Batch-I (EO's)		Till 26th July	From 05th Aug (PO's)	Batch II (EO's) & Batch III (PO's)		Till 08Nov	From 09 December	Batch-IV (EO's)		Till 14th March	4
2	SCOMET	Offline	1.00		11											1
3	Non Intrusive examination: Container scanning : procedures & protocols	Offline							19							1
4	PCA Audit one week training covering Audit module utility, CRA, Concurrence Audit	Offline	5.00				8 to 12									1
5	Refresher PCA Audit course covering latest changes	Offline	1.00					2								1
6	NDPS & Sec 9 (a) Controlled Delivery Procedures	Offline										2				1
7	Drug Law Courses	Offline	1 & 2 & 5				22 to 24				25 to 29			27		3
8	One day Course on identification of textiles and assessment for Customs Officers	Offline	1.00											26		1
9	Intelligence gathering using ADVAIT.	Offline	1.00				5			7						2
10	Appeal Procedure with parawise comments	Online	0.50									11				1
11	Improving quality of Adjudication orders.	Offline	1.00				25									1
12	Training on Identification and examination of Leather articles for officers of Customs	Offline	3.00						18 to 20							1

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13	Training in assaying, identifying, valuation of Gems and Jewellery for officers of Customs	Offline	3.00								20 to 22					1
14	Training on Baggage scanning and baggage Rules for officers of Customs	offline	1.00					6								1
15	Intelligence and Investigation related to Commerical Frauds	offline	1.00									6				1
16	Intelligence and Investigaiton related to Airport Frauds	Offline	0.50										17			1
17	Smuggling through concealment	Offline	1.00			5										1
18	Coast guard - UNCLOS & MZI Act, SAR & Pollution response, NBCD & FF, Boarding operations and rescue operations onboard with Coast Guard	Offline	1.00											11		1
19	Mandatory training programme for Preventive Officers for promotion to the grade of Superintendents	Offline	10.00						2 to 13							1
20	Sampling and testing procedures for import and export cargo	Offline	1.00										6			1
21	APIS : Air passenger information system : passenger profiling	Offline	1.00											20		1
Total			35.00													27

### III. COURSE ON INFORMATION TECHNNOLOGY AND COMPUTERS

1	Data ANALYTICS using Office 365.	Offline	1.00			3										1
2	Antarang - Features and usage.	Online	1.00		17											1
3	Data Analytical Tools. BIFA, Power BI, etc.	Offline	1.00										23			1

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4	Training on Digital forensics, Dark Net for investigating officers	Offline	1.00	18								23				2
Total																5

#### IV. COURSE ON GENERAL, MISCELLANEOUS AND ADMINISTRATION TOPICS

1	Soft skills	Online	1.00					12					29			2
2	Budget Estimation & Provisions	Offline	1.00							28						1
3	Induction Course for EAs	Offline	10.00			18 to 28 *										1
4	Mandatory training for promotion of EAs to AO's	Offline	15.00													
5	Induction Training programme for Tax Assisitants (GST and Customs)	Offline	10.00									20 to 31				1
6	Mandatory trng for LDCs/HH with 1 week of computer module	Offline	15.00		6 to 24											1
7	Course for Retiring Officers	Offline	5.00			10 to 14						9 to 13				2
8	Disciplinary Proceedings, Role of IO & PO and Vigilance Matters	Offline	1.00	5												1
9	Procurement in GeM, CPPP Portal	Offline	1.00							8						1
10	Gender Sensitization and Sexual Harassment of women at Work place	Offline	0.50		8											1
11	Induction for stenographers grade I & II	Offline	10.00								18 to 29					1
12	Law course with Dr. B R Ambedkar Law College, Chennai covering important laws such as IPC, evidence Act, etc.	Offline	3.00					21 to 23								1
13	GST Law & Procedures for Gr. A Officers promoted from Customs	Offline	5.00							14 to 18						1
14	Induction Course of Havaldars	Offline	28.00						2 to 27							1
15	Operational Systems Performance Review on Adjudication & Litigation	Online	1.00		27											1

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16	Faculty Development Programme	Offline	1.00							4					19	2
17	Customs Law & Procedures for Gr. A Officers promoted from GST.	Offline	5.00							21 to 25						1
	<b>Total</b>															19

\* includes working day on 22-06-2024 (Saturday)

**Note:**

Apart from the above mentioned courses, training courses can be accommodated as and when required as per the requirements of field formations, from time to time. On demand courses, training dates would be finalised based on the inputs from the field formations

For all courses on GST, the SGST officers of Tamil Nadu and Puducherry also are invited to attend.

COURSE ON	TYPE	Number of Courses
GST	14	20
CUSTOMS	21	27
COMPUTER	4	5
GENERAL TOPICS	17	19
<b>TOTAL</b>	<b>56</b>	<b>71</b>