

**NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES AND NARCOTICS (NACIN), ZONAL CAMPUS, SHILLONG,  
TRAINING CALENDAR FOR THE FINANCIAL YEAR 2024 to 25**

Sl. No	Name of the Course	Number of Course during 23-24	Period	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
1	2		3	4	5	6	7	8	9	10	11	12	13	14	15
<b>GST / CENTRAL EXCISE</b>															
1	Classification and Supply of Goods and Services under GST	2	1 day	1st											
2	GST Registration and Cancellation	2	1 day					2nd							
3	Overview of IGST Act	2	1 day						13th						
4	Filing of GST return and assessment	2	1 day	9th						1st					
5	GST Investigation	2	1 day	15th to 18th					26th & 27th						
6	Anti profiteering Mechanism	2	1 day										9th		
7	GST Back Office	1	1 day	12th		13th & 14th									
8	E-Way Bill under GST	2	1 day											10th	
9	3 Days Training on GST Audit	2	3 days		6th to 8th						6th to 7th				
10	Job Work and Work Contract Under GST	2	1 day						20th					13th	
11	Refresher Course for Gr B officers of GST & C. Excise	1	2 days					16th							3rd
12	Input Tax Credit with Case Laws	2	1 day						10th				24th		
13	Valuation in GST	2	1 day									20th			

14	GST-OUTREACH PROGRAMME for NE States	1	2 days		24th		19th		1st		22nd		31st		7th
15	Thematic Audit Training for Banking Sector	2	2 days	22nd to 24th			8th to 10th								
16	Cyber Forensics/Cyber Crimes	2	1 day		15th										

**INDUCTION & MANDATORY COURSES**

Sl. No	Name of the Course	Number of Course during 23-24	Period	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
17	Induction Training for Inspector of CBIC including Arms Trg	2	14 weeks	1st April 2024 to 14th June 2024				19th August 2024 to 22nd November 2024							
18	Induction Training for Stenographer	1	10 Days	29th April to 10th May, 24											
19	Induction training for Havaladar	1	4 Weeks				15th July to 9th August 2024								
20	Induction Training for Tax Assistants of CBIC	1	10 days			3rd to 12 June, 24									
21	Mandatory Training for Promotion to the Grade of Superintendent	1	15 days											3rd to 21st Feb., 25	
22	Mandatory Training for E.A for Promotion to the Grade of A.O	1	15 days								25th Nov to 13th Dec.,24				

**CUSTOMS, WILDLIFE & NARCOTICS etc.**



32	Training for sensitizing and building capacity of trade and other stakeholders of North East Region	1	1 day			28th								
33	CAROTAR - The Customs (Administration of Rules of Origin under Trade Agreements) Rules, 2020	1	1 day							9th				
34	Border Trade with Nepal Bhutan and Bangladesh	1	1 day			5th								
35	The Conservation of Foreign Exchange and Prevention of Smuggling. Activities Act, 1974 (COFEPOSA)	1	1 day				1st							
36	One Day NDPS Training on Law Enforcement Agencies of Centre/States	1	1 day		20th									
37	Three Days NDPS Training on Law Enforcement Agencies of Centre/States	1	3 days			19th to 21st June 24								
38	Two weeks NDPS Training on Law Enforcement Agencies of Centre/States	1	2 weeks							11th to 22nd				
39	Post Clearance Audit in Customs	1	1 day								9th			
40	ADVAIT (Advanced Analytics in Indirect Taxation).	1	1 day					30th						
41	Intellectual Property Rights	1	1 day											
42	Refresher Course for Gr B officer of Customs	1	2 days				30th & 31st							

43	Combatting illegal trade in HCFCs under HPMP-II, UNEP & Ozone Cell for Customs & Enforcement officers	1	2								28th & 29th				
----	---	---	---	--	--	--	--	--	--	--	-------------	--	--	--	--

**ADMINISTRATION & ESTABLISHMENT**

Sl. No	Name of the Course	Number of Course during 23-24	Period	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
53	E-Office	1	1 day		1st										
44	Workshop on Vigilance	1	1 day							31st					
45	General Financial Rules 2017	1	1 day									5th			
46	E-Procurement and GEM & through Purchase Committee	1	1 day											5th	
47	Bhavishya (Pension sanction & Payment tracking system) Portal	1	1 day												12th
48	Working on PFMS & EIS	1	1 day								29th				
49	Overview of CSS (Conduct) Rules 1964	1	1 day								27th				
50	Rajbhasha	1	1 day		28th			23rd				12th			21st
51	Procedure of Filing APARs electronically	1	1 day		20th										
52	Training for Retiring Officers	1	1 day												14th
53	Refresher Course for CAO, AO , Asst. CAO, TA & EA	1	2 days										28th		

**MANAGEMENT, HEALTH AND MISCELLANEOUS TOPICS**

Sl. No	Name of the Course	Number of Course during 23-24	Period	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
54	Course on Physical wellbeing, Yoga, Naturopathy etc.	2	1 day				22nd								
55	Management Development Programme at IIM	1	2 day											6th & 7th	
56	Soft skills	5	1 day		9th								16th		
57	Right to Information (RTI) Act 2005 & CPGRAM	2	1 day					21st							
58	Environmental awareness and role of civil servants	2	1 day									30th			