## **Proposed Annual Training Calender -2021-22**

National Academy of Customs, Excise & Narcotics (WR), Mumbai-400 042. Training Calendar for Year **April 2021-March 2022. (FIXED COURSE)** 

			Training	Calend	ar for y	ear <b>Apr</b>	11 2021	-marcn	2022. (	FIXED	COURS	EJ				
Sr.				Apr.,21	May,21	June, 21	July, 21	Aug.,21	Sept, 21	Oct.,21	Nov.,21	Dec.,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

_			1												
13	Official Language ( 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	Wellness/ Stress	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

26	Use of Third Party Information to improve tax compliance	Gr. A,B & C	1day		13			24						2
27	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
29	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
46	Anti – Smuggling: Surveillance, Intelligence gathering, Cargo/Passenger Profiling, Baggage Scanning		2 days						17-18				1
	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	'AL		4	18	31	15	15	9	15	19	15	11	19	7	178

Sr. No.	Name of the Course		Duration	April,21	May,21	June,21	July,21	Aug,21	Sept,21	Oct,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													
	Mandatory course for Inspectors of CGST	Gr B	3 weeks													
11	Mandatory course for Preventive Officers	Gr B	3 weeks													

Mandatory course for Executive Assistants

Refresher training in GST Audit Gr B

Gr A & B 1 week

3 weeks



#### NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES AND NARCOTICS

#### **ZONAL CAMPUS, CHANDIGARH**

#### ANNUAL TRAINING CALENDAR FOR THE YEAR 2021-22

_	In an a	I		1		AINING CALEND											
	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)	NDUCTION TRAINING COURSES																
(-,																	
1	Induction Training for newly recruited /	Newly recruited/promoted	Online Mode	1	14 weeks	l											
	promoted Inspectors	Inspectors															
							05 Apr to 0	)9 Jul									
(B)	MANDATORY TRAINING COURSES																
(-,																	
1	Mandatory Training of Inspectors for	Inspectors	Online Mode	1	3 weeks												
	promotion to Superintendents					19 Apr to	07 May										
(C)	CUSTOMS																
1	Assessment, Manual EDI & Faceless	Gr B	Online Mode	1	1 day												
	Assessement	GI B	Offinite Wiode	•	1 ddy		28										
2	Customs Procedure	Gr B	Online Mode	1	1 day			11									
3	Customs Clearance of Export / Import Cargo, SWIFT, E-Sanchit , Turant	Gr B	Online Mode	1	1 day						16						
	Customs										10						
4	Refund and Duty Drawback under	Gr B	Online Mode	1	1 day								24				
5	Customs  Collection and recording of Intelligence	Gr B	Online Mode	1	1 day												
ľ	in Duty Evasion cases of Customs			_										24			
_	Prevention of Money laundering Act -	Gr A,Gr B( Executive)	Online Mode	2	2 days												
3	PMLA/FEMA	of A,of b( Executive)	Offilitie Wode	2	z uays					23-24							14-15
										23-24							14-13

(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	
						13 20		05 0 1	11.10	03 10		2122		10 11		0, 00	
3		Gr A and B	Online Mode	2	1 day												
	using GST Returns					23						18		27			
4		Gr.A & B	Online Mode	2	3 days												
	under GST and Fake Invoices									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	
(E) G	ENERAL (TECHNICAL)																
1		GR A and B	Online Mode	1	3 days												
	DATA Interrogation									16-18							
	techniques using Microsoft Excel																
2	Financial Accounts & Accounting Tools for GST Audit	Gr A & B	Online Mode	2	2 days												
												04-05		06-07			
		l		1	1	I			l		J					1	l

(F) A	DMINISTRATION & OTHERS													
														1
1	Condensation Nation	Gr A, B & C	Online Mode		d devi									
1	Gender Sensitisation	Gr A, B & C	Online Mode	1	1 day									
										22				
2	Health Workshop	Gr A, B & C	Online Mode	2	1 day	09						17	5	
3		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									
	Rights					26								ł
6		GR A , B and C	Online Mode	1	1 day			21						
7	Workshop on Planning for Retirement	GRA, B and C	Online Mode	1	2 days									ł
						05-06							10-11	
_	T ::	00 4 0 40												<b> </b>
8	Training to DDOs/ AOs on TDS under GST and TDS under Income Tax	GR A, B and C	Online Mode	2	1 day									
							25					29		
9	Workshop for Women Employees on	Gr. A, B and C	Online Mode	1	1 day									
_	International Women's Days				,									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	DER FOR T	HE YEAR 202	21-22 - NA	CIN, BENGA	<u>LURU</u>					
SL. NO.	Name of the course 2021-22	Duration of the course (No. of working days)	April	May	JUNE	JULY	AUG	SEP	ост	NOV	DEC	JAN	FEB	MAR
				I. MAND	ATORY TRA	ININGS FOR	OFFICERS				ı	ı	1	
1	MANDATORY TRAININGS FOR OFFICERS TO BE PROMOTED FROM THE GRADE OF INSPECTOR TO SUPERINTENDENT	2 WEEK (10 DAYS)						13-24						
	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	USTOMS T	RAINING FO	R OFFICER	5						
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								
	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								
	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	
	ı	1	III. TRAIN	ING ON GST A	ND CUSTO	MS FOR TRA	DE AND ST	AKE HOLDE	RS		·	1		
16	GST REFRESEHER COURSE FOR MSMEs	1								10			24	
17	TRAINING FOR CUSTOMS BROKERS	2									22-23			15-16

	1							1			T.	1		
18	TRAINING FOR GST PRACTIONERS	1							21					
		ľ	V. TRAINING B	ASED ON APA	R AND TOP	ICS ASSIGNI	D UNDER	CORE COM	PETENCY					
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									
					V. OTHE	R COURSES								
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	-		_					_		_			

#### NACIN ZONAL CAMPUS PATNA

Annual Training Calendar 2021-22

	Annual Training Calendar 2021-22																	
SI No.	Name of the Training	Month	Level of participants	Duration of Training	No. of Courses per year	Total training days	April	May	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					
2	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		
10	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	1
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					İ
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					VV CCN3)	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	Course Director	Course Coordinator	No.of times in	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21
				days)	ADD/DD/ AD	Supdt.		Dates	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 across the country	All India	2	MKY	Harsh Pandey	twice a year				22-23							01-02	
2	International & Cross Border Taxation	For Gr.A officers across the country	All India	1	MKY	Harsh Pandey	twice a year						23				21		
3	Intellectual Property Rights	Gr. A, B & C	MP & CG	1	MKY	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		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	MP	1	MKY	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	MKY	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	MP	1	MKY	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	MKY	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	MKY	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	MP	1	MKY	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 resta	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	MKY	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	MKY	Harsh Pandey	twice a year					27						22	
28	Official Languages	Gr.A,B & C	MP	1	MKY	Harsh Pandey	quarterly			15			28		29		13		
29	Women's Empowerment	Gr.A,B & C	MP	1	MKY	Harsh Pandey	twice a year						9			21			
30	Soft Skills (Wellness/Stress Management/Yoga, etc.)	Gr.A,B & C & Family	MP	1	MKY	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	ear As per the availability of CBN 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	ear As per the availability of CBN officers											
	Training on ADVAIT (Advanced Analitics in Indirect Taxes) for data mining, predictive analytics,	Gr. A, B &	MP &	1	MKY	Harsh Pandey	quarterly	6		17			3			30			

## Training Calendar for FY 2021-22 in respect of NACIN, ZONAL CAMPUS, BHUBANESWAR

SI. No.	NAME OF THE COURSE	Duration of Training Days	DATI TRAINING	_	LE	VEL OF F	PARTICI	PATION
			From	То	A	В	C	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 Overview of GST, 2017	1 Day	29.07.2021	29.07.2021	YES	YES	YES	NO
48	Training on Advance Passenger Information System(APIS)	1 Day	30.07.2021	30.07.2021	YES	YES	YES	NO
49	Training on GST Backend	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	Training on Adjudications and Appeals 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

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
93	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 Sensitization & Eradication of Harassment of women in workplace	1 Day	20.12.2021	20.12.2021	YES	YES	YES	NO

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

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

ANNUAL TRAINING CALENDER FOR THE YEAR 2021-22 - NACIN. CHENNAI

				N	ACI	N, C	HEN	IN A	<u> </u>						
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	Γ / C	ENTR	RAL I	EXCI	SE C	COU	RSES		<u> </u>		1	
1	Induction Course for Inspectors of C.Ex. and Service Tax	88				05.202 .08.20			)9.20 .12.2	21 to 021					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						23					17		2
6	Seminar on Qualitative Improvement in Adjudication Orders in GST & Customs	1		20					1						1
	Data Analytics using GST	1						2							1

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

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	Implementation of Anti- money Laundering - Combat of Financial Terrorism (AML - CFT) provisions	1				29					9	2
	Two Days Course on Drug Laws	2	1	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
	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
22	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														
34	Training on Baggage Rules for officers of Customs	1				28									1
35	Course on Recovery of Arrears in Customs	1								24					1
36	Mandatory training programme for Preventive Officers for promotion to the grade of Superintenden ts	18													Nov, 21
	III. COUR	SE ON I	NFO	RMA	TIO	N TE	CHN	NO	LO	GY A	ND	CO	MPU'	TER	S
37	level 1: Basics of MS excel and word	1		4											1
38	Level 2: Advanced computing techniques in Excel, Access	2					3-4								1
39	e-Governance & Digital India programs	1			11						14				2
40	Course on TDS under IT Act - Do's and Don't's - Hands On training	1					6								1
41	Course on Cyber Crimes, Ethical Hacking and Security Breaches	1											8		1
]	IV. COURSE	ON MA	NAG	EMI	ENT,	HEA	LTH	, NI	UTR	ITIC	N, S	SPO]	RTS	FITN	NESS

			ANI	D MI	SCE	LLA	NEO	US I	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 demand
45	Three Week Mandatory training for EAs for promotion to AO	15								8-26					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
51	Refresher Course on procurement	1			22				12						2

	through CoM						Ι								
	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
55	Mid Career Training Programme for Superintenden ts of GST / Customs and Appraisers - One week	5			21- 25								14- 18		2
56	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	NING	S ON	APA	AR T	OPI	CS	(Grou	up A	.)			
58	General Administratio n and Latest Changes in Establishment and Admin Matters	1								26					1
59	Suvellience, Intelligence, Investigation Techniques and Technologies	1		28											1

Incom Act an releval 60 the depart Scrutin GST	d its nce to	1					27								1
	L NO. DURSES IONTH		5	7	10	8	8	8	11	10	9	6	8	6	96

COURSE ON	Number (Includin g On demand courses)
GST &	
CENTRAL	16
EXCISE	
CUSTOMS	20
COMPUTER	5
GENERAL	16
TOPICS	10
TRAINING	,
ON APAR	3
TOPICS	
TOTAL	60

<sup>\*:</sup> 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.

<sup>\*\*:</sup> Back to school training programs will be planned and conducted as per the requests and the field requirements.

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

_			IG CALENDAR OF NACIN, COCHIN	·	
$\vdash$	NAME	From	То	Duration	Training Type
1	Lecture On Sea borne smuggling Trends, Modus operandi 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
11	Baggage screening and identification of objects	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)
14	Baggage screening and identification of Objects	28.06.21	28.06.21	1 day	AIRPORT (Kannur)
	SWIFT	08.07.21		One day 2 sessions	Customs Officers
16	Workshop on Anti smuggling Docmentation	27.7.21	29.07.21	3 Days	Customs Officers
17	Procurement in Government Goods and services / Inventory and asset register	03.08.21	3.08.21	1 day	Customs & CGST Officers of Zone
_	Audit under GST	09.08.21	13.08.21	5 Days	GST Officers
_	Training on BIS	25.08.21	26.08.21	2 Days	Customs Officers
_	Induction Inspectors of Central Excise	30.08.21	12.11.21	12 weeks	INDUCTION TRAINING
21	Induction Inspectors (Preventive) of Customs	30.08.21	12.11.21	12 weeks	INDUCTION TRAINING
22	Arms training	06.9.21	17.09.21	2 weeks	Training at Kerala Policy Academy (KEPA), Trichur for Induction batches
	Arms training	20.11.21	1.12.21	2 weeks	Training at Kerala Policy Academy (KEPA), Trichur for 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 Official language Policy and Hindi	03.01.22	07.01.22	one week	Customs & CGST Officers of Zone Customs & CGST Officers of Zone
40	Procurement in Government Goods and services /	10.01.22	11.01.22	2 days 1 day	Customs & CGST Officers of Zone  Customs & CGST Officers of Zone
	Inventory and asset register	18.01.22	10.04.22	·	
41	Recovery Arrears of Revenue Training by WPC wing on Licenses & Equipment Type		19.01.22	2 days	Customs & CGST Officers of Zone
42	Approval Certificate	21.01.2022	25.01.53	1 day	Online
	Pre- Retirement training	24.01.22	25.01.22	3 days	For Officers due for retirement  Customs & CGST Officers of Zone
	Introduction to Big Data Analysis GST Refresher	27.01.22 1.02.22	28.01.22 03.02.22	2 days	Customs & CGST Officers of Zone GST Officers
43	Understanding Maritime Trade at Indian Maritime			3 days	
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)
	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
	GST Front End	02.03.22	03.03.22	2 days	GST Officers
	One day workshop on Gender Justice	08.03.22	08.03.22	1 2 days	Customs & CGST Officers of Zone
_	Workshop on Training the Trainers  Workshop on Human Trafficking	09.03.22 15.03.22	10.3.22 15.03.22	2 days 1 day	Customs & CGST Officers of Zone Customs & CGST Officers of Zone
	-				
54	Management Development Programme at IIM Kozhikode	15.03.22	16.03.22	2 days	Gr B Officers from Kerala Zone

# 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			
	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			
	Goods & Srvice Tax Training (2 days)	17 & 18.06.2021			
June, 2021	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			
July, 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			

		Т			
	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			
August, 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			
	Course for custom proker a crim	2 1100.2021			
-					
	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			
September, 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			
	Induction Training of Newly Recruited/ Promoted Inspectors Batch-2 (Contd)	26.07.2021 to 29.10.2021			
October, 2021	Mandatory training for inspectors for promotion to Supdt	25.10.2021 to 12.11.2021			
October, 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			
	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			
Nevershor 2021	Anti Smuggling techniques, COFEPOSA, Commercial Fraud, Anti money Laundering				
November, 2021	& 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
January, 2022	Induction Training of Newly Recruited/ Promoted Inspectors Batch-3 (contd)	06.12.2021 to 12.03.2021
	Data Analytics in GST	18.01.2022
	Course on Export Promotion Scheme	04.01.2022
	Course on Vigilance Matters/ Disciplinary Proceedings	03.01.2022
	GST (APAR Based)	20 & 21.01.2022
February, 2022	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
	Financial & Cost Accounting	03 & 04.02.2020
	Anti Smuggling techniques, COFEPOSA, Commercial Fraud, Anti money Laundering	
	& CFT	17 & 18.02.2022
	Course for custom broker & CHA	21.02.2022
March, 2022	Induction Training of Newly Recruited/ Promoted Inspectors Batch-3 (contd)	06.12.2021 to 12.03.2021
	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	No. of courses	Training days	Remarks	Course Directors Shri/Smt	April	May	June	July	August	September	October	November	December	January	February	March
	INDUCTION & MANDATORY	COURSES	proposed	-										1				
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  GST & AUDIT COURSES																		
	GST & AUDIT COURSES  6 CBIC GST Back-end Refresher 2 days 4 9 Occa in 3 months 23.24 14.15 14.15																	
	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			1
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						1
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										İ
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						
	Workshop on Allied Acts such as CrPC/ IPC/ CPC with relevence to Indirect Tax provisions	1 day	1	1								22						
	Reading Financial Statements & Cost Accounting	2 days	2	4								16-17				19-20		

			202	1 - 22												
SI. N	Name of the Course / Workshop	No. of days per course	No. of courses proposed	Training days	Remarks	Course Directors Shri/Smt	April	May	June	July	August September	October November	December	January	February	March
20	Concept of Supply/ Time of Supply, Place of Supply in GST	1 day	1	1									17			
21	Hands on Training on Online processing of Refund claims	1 day	1	1					15							
22	Course on GST Assessement	1 day	1	1						09						
23	Workshop on Field shooking of E	1 day	1	1								20				
24	GST Outreach Programme for Trade & Practioners	1 day			*											
	CUSTOMS		•				•									
	Course on Customs Law &															
25	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 Befunds, ICCT	1 day	1	1								08				
29	Course for Custom Brokers	2 days	1	2								05-06				
30		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					
35	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				
37	Workshop on GeM and e- Procurement	1 day	2	2				17				12				
38		1 day	2	2				21				08				
39	Course on Official Language - Hindi	1 day	2	2					21				20			
40	Course on Visillance Matters	1 day	1	1							05					
41	Workshop for IO's/ PO's (Vigilance)	1 day	1	1							06					
42	Workshop on Gender	1 day	1	1			19									
	WOLK PIACE (FOOR)			1		ļ	1	·		·	<b></b>	<del>                                     </del>		1	ļ	

		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																ļ
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	]
	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						
	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											
31	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																	
	Workshop on Cyber Forensics	1 day	1	1			29											<u> </u>
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				
	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	В &. С	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		03	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												

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

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 Exci	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					As p	er requir	rement	I	I		I	
16	Induction Course for Examiner of Customs	0		14 weeks	Examiners of Customs					As p	er requir	rement					
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

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
					Narcotics												
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
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		1	4-15					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					24-25			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								
33	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 C	ourses									
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		1	o be dec	ided in c	onsultat	ion with	DG Syst	ems and Da	ita Ma	nagemer	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 Grade	Jurisdi ction	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.	tne r x	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	ММ	once a year					10							
2	GST Workshop on GST Returns & updates	Gr. A, B & C	MP	1	IB	MM	quarterly	7			9			8			14		
	GST WorkshopRefund, Rebate & Drawback Claims-processing thereof	Gr. A, B & C	MP	1	IB	MM	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 &	MP	1	IB	MM	thrice a year		18				8				5		
5	GST Workshop Handling of cases of vehicles/ Goods intercepted during E-way Bill checks	Gr. A, B &	MP	1	IB	MM	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	MM	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	CG	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	MM	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	MM	thrice a year		7				9				7		
11	GST Outreach Program of Other Organization/Departments	Others	CG	1	Lokesh Lilhare	ММ	once in a month	15	11	9	8	25	28	26	23	14	18	9	8
	Understanding/Scrutiny of Financial Statements & Audit Reports	Gr. A, B & C		1	IB	ММ	thrice a year	22				13					13		
13	Course on collection & recovery	Gr. A, B & C	CG	1	IB	ММ	quarterly		19			4			3			15	

14	Course on Cyber Law and Digital evidence	Gr B	CG	1	IB	MM	thrice a year			11				22			19		
15	Workshop on Right To Information Act	C	CG	1	IB	MM	twice a year	27					14						
16	Financial Accounting and Tally Accounting	Gr. A ,B & C	CG	3	IB	MM	twice a year		20						16				
17	Basic Computer & Microsoft Office	Gr.A,B & C	CG	1	IB	MM	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	MM	twice a year				14					10			
20	Soft Skills (Wellness/Stress Management/Yoga, etc.)	Gr.A,B & C & Family	CG	1	IB	MM	twice a year			22						16			
21	TRILLES	Gr. A, B & C		1	IB	MM	quarterly				22		6		18			3	
22		Gr. A, B &		1	IB	MM	quarterly				23			4		21			10
23	Workshop for Retiring Officers	Gr. A, B &	CG	1	IB	MM	twice a year			3						7			
24	Welfare measures like PF, CGEIS, etc. & LTC, CES, TA/DA	Gr. B & C		1	IB	MM	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	MM	twice a year	19						27					
					1	rainings per	month	8	8	8	8	8	7	9	7	7	7	9	4

NACIN, RC, RANCHI

		ANINI	JAL TRAINING CALENDER FOR 2021-22
	Down		Name of the Course
ate	Days	Holidays	April, 2021
		Ι	74111, 2022
	Thursday	ma i	
	Friday	GH	
3	Saturday		
	Sunday		
5	Monday		
5	Tuesday		
7	Wednesday		
	Thursday		Recent changes in the provisions of GST
9	Friday		
0	Saturday		
1	Sunday		
2	Monday		
3	Tuesday	-	
.4	Wednesday		Training on e office implementation
5	Thursday Friday		Hairing off Cornec improve
6	Saturday	+	
17	Sunday		
19	Monday		
20	Tuesday	1211	
21	Wednesday	GH	Safeguards against Corona Virus
22	Thursday		Sateguards against corona virus
23	Friday	-	
24	Saturday Sunday	-	
26	Monday		
27	Tuesday		
28	Wednesday		
29	Thursday		Office Procedure:- Noting & Drafting , Service Book, Maintenance of records etc.
30	Friday		
-			May 2021
			May, 2021
1	Saturday		
2	Sunday		
3	Monday	-	
5	Wednesday	/	
6	Thursday		Yoga & Meditation,
7	Friday		
8	Saturday		
9	Sunday		
10	Monday	-	
11	Tuesday Wednesda	v	
12		1	Refund provisions under GST
13	Thursday Friday	-	
15	Saturday		
16	Sunday		
17	Monday		
18	Tuesday Wednesda	IV	
19		,	Inspection, Search, Seizure & Arrest under GST
20		-	inspection, source,
21			
23	Sunday		
24	Monday		
25	Tuesday	21/	SH -
26		dy	SCN, Adjudication & Appeal provisions under GST
27		_	Sch, rajadication as the
28		_	
1.0			
30	Monday		

		June,2021
1	Tuesday	
2	Wednesday	
3	Thursday	ITC provisions under GST
4	Friday	The provisions under con
5	Saturday	
6	Sunday	
7	Monday	
8	Tuesday	
9	Wednesday	
10	Thursday	Salient features of the NDPS Act, 1985
11	Friday	
12	Saturday	
13	Sunday	
14	Monday	
15	Tuesday	
16	Wednesday	
17	Thursday	Special Course for Officers due for Superannuation
18	Friday	
19	Saturday	
20	Sunday	
21	Monday	
22	Tuesday	
23	Wednesday	
24	Thursday	Leadership & Personality Development
25	Friday	nesdetatily of tersoriality acretopinette
26	Saturday	
27	Sunday	
28	Monday	
29	Tuesday	
30	Wednesday	
30	Treamedady	
	1	July, 2021
-	The second second	July, 2021
1	Thursday	
3	Friday Saturday	
4	Sunday	
5	Monday	
6	Tuesday	
7		Right to Information Act, 2005
	Wednesday	Right to information Act, 2003
8	Thursday	
9	Friday	
10	Saturday	
11	Sunday	
12	Monday	
13	Tuesday	
14	Wednesday	Waters and bloom of lessons law Votures
15	Thursday	Webinar on filing of Income Tax Returns
16	Friday	
17	Saturday	
18	Sunday	
19	Monday	
20	Tuesday	
21	Wednesday Gl	
22	Thursday	CCS (Conduct) Rules , 1964
23	Friday	
24	Saturday	
25	Sunday	
26	Monday	
27	Tuesday	Recovery of arrears of Tax
	Tuesday	
28	Wednesday	
29	Thursday	
30	Friday	
31	Saturday	August 2021
		August, 2021
1	Sunday	
2	Monday	
3	Tuesday	
4	Wednesday	To the Hoot A Hall (A do a)
5	Thursday	Training on "GST Audit" (4 days)
	Friday	
6	Saturday	
7	Sunday	
8	Monday	
9	Tuesday	
10		0.000
11	Wednesday	Stress management & Health Tips
12	Thursday	
13	Friday	
	Saturday	
14 15	Sunday	

16	Monday		
17	Tuesday		
18	Wednesday		Gender Sensitization
19	Thursday	GH	OCHOCH SCHOOL CO.
20	Friday	1000	
21	Saturday	-	
22	Sunday		
23	Monday	-	
24	Tuesday		
		-	
25	Wednesday	-	
26	Thursday		Roles and functions of Inspector & Superintendent under GST
27	Friday	Language Language	
28	Saturday		
29	Sunday		
30	Monday		
31	Tuesday		Ct
			September, 2021
1	Wednesday		
2	Thursday		
3	Friday		
4	Saturday		
5	Sunday		
6	Monday		
7	Tuesday		CCS (CCA) Rules, 1965
8	Wednesday		
9	Thursday		
10	Friday		
11	Saturday		
12	Sunday		
13	Monday		
14	Tuesday		Valuation, payment of Tax & Returns under GST
15	Wednesday	-	Taradani parmini di taran di t
16	Thursday		
17	Friday	-	
18	Saturday	-	
19	Sunday		
20	Monday	1	
21	Tuesday		Analysis of data & Returns under GST
		-	Alialysis of data & Neturns drider 031
22	Wednesday	-	
23	Thursday	-	
24	Friday		
25	Saturday	-	
26	Sunday	-	
27	Monday		
28	Tuesday		How to protect yourself from Cyber fraud
29	Wednesday		
30	Thursday		
			October, 2021
- 1	Friday		
1 2	Saturday	GH	
	Sunday	UII	
3		-	Land No. County Science & Association des CCT
4	Monday		Inspection, Search, Seizure & Arrest under GST
5	Tuesday		
6	Wednesday		
7	Thursday		
8	Friday		Training on eoffice implementation
9	Saturday		
10	Sunday		
11	Monday		
12	Tuesday		
13	Wednesday		
14	Thursday	GH	
15	Friday	GH	
16	Saturday		
17	Sunday		
18	Monday		
19	Tuesday	GH	
20	Wednesday		Analysis of Annual Returns under GST
21	Thursday		
22	Friday		
23	Saturday		
	Sunday		
24			
	Monday		
24 25			SCN. Adjudication & Appeals provisions under GST
24 25 26	Tuesday		SCN, Adjudication & Appeals provisions under GST
24 25 26 27	Tuesday Wednesday		SCN, Adjudication & Appeals provisions under GST
24 25 26 27 28	Tuesday Wednesday Thursday		SCN, Adjudication & Appeals provisions under GST
24 25 26 27 28 29	Tuesday Wednesday Thursday Friday		SCN, Adjudication & Appeals provisions under GST
24 25 26 27 28	Tuesday Wednesday Thursday		SCN, Adjudication & Appeals provisions under GST

		November, 2021
1	Monday	
2	Tuesday	
3	Wednesday	Ethics & Integrity
4	Thursday	GH
5	Friday	
6	Saturday Sunday	
7 8	Monday	
9	Tuesday	
10	Wednesday	
11	Thursday	GST on Construction Services
12	Friday	
13	Saturday	
14	Sunday	
15	Monday	
16	Tuesday	
17	Wednesday	PFMS
18	Thursday	GH
19 20	Friday Saturday	GH .
21	Sunday	
22	Monday	
23	Tuesday Wednesday	
24		TO 11 CCT
25	Thursday	ITC provisions under GST
26	Friday Saturday	
27 28	Sunday	
29	Monday	
30	Tuesday	December 7077
		December, 2021
1	Wednesday	
2	Thursday	Stress Management & Health Tips
3	Friday	
5	Saturday Sunday	
6	Monday	
7	Tuesday	
8	Wednesday	
9		Vigilance matters- Departmental proceedings(Chargesheet, Inquiry,
	Thursday	Imposition of Minor/ Major Penalty
10	Friday Saturday	
12	Sunday	
13	livioriday	
13 14	Monday Tuesday	
	Tuesday Wednesday	
14	Tuesday Wednesday Thursday	Investigation procedures for Officers posted in field formations
14 15 16 17	Tuesday Wednesday Thursday Friday	Investigation procedures for Officers posted in field formations
14 15 16 17 18	Tuesday Wednesday Thursday Friday Saturday	Investigation procedures for Officers posted in field formations
14 15 16 17 18 19	Tuesday Wednesday Thursday Friday Saturday Sunday	Investigation procedures for Officers posted in field formations
14 15 16 17 18 19 20	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday	Investigation procedures for Officers posted in field formations
14 15 16 17 18 19	Tuesday Wednesday Thursday Friday Saturday Sunday	Investigation procedures for Officers posted in field formations
14 15 16 17 18 19 20 21	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday	Investigation procedures for Officers posted in field formations  GST on Works Contract Service
14 15 16 17 18 19 20 21 22 23 24	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday	
14 15 16 17 18 19 20 21 22 23 24 25	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Saturday	
14 15 16 17 18 19 20 21 22 23 24 25 26	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Saturday	
14 15 16 17 18 19 20 21 22 23 24 25	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Jeriday Saturday Sunday Monday Juesday	
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Monday Monday Iuesday Wednesday	
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Monday Iuesday Wednesday Thursday Monday Iuesday Wednesday Thursday	
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Monday Monday Iuesday Wednesday	GST on Works Contract Service
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Wednesday Thursday Friday Sunday Monday Tuesday Wednesday Thursday Friday Friday Thursday Thursday Thursday	
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Saturday Saturday Saturday	GST on Works Contract Service
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Sunday Monday Iuesday Wednesday Thursday Friday Saturday Sunday Sunday Sunday Sunday Sunday Friday Sunday Friday	GST on Works Contract Service
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Iriday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Monday Thursday Friday Sunday Thursday Friday Tuesday Thursday Friday Tuesday	GST on Works Contract Service
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Saturday Sunday Monday Tuesday Monday Friday Sunday Sunday Wednesday Thursday Friday Sunday Wednesday Friday Sunday Monday	GST on Works Contract Service  January, 2022
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Iriday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Monday Thursday Friday Sunday Thursday Friday Tuesday Thursday Friday Tuesday	GST on Works Contract Service
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 2 3 4 5 5 6 7	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Saturday Saturday Monday Iuesday Wednesday Thursday Friday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Thursday Friday Tuesday Monday Tuesday Wednesday Thursday Tuesday Tuesday Thursday Thursday Thursday Thursday	GST on Works Contract Service  January, 2022
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Iriday Saturday Sunday Monday Thursday Friday Sunday Wednesday Thursday Friday Sunday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday	GST on Works Contract Service  January, 2022
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 30 31	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Monday Iuesday Wednesday Thursday Friday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Monday Thursday Friday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Wednesday Thursday Friday Sunday Wednesday Thursday Friday Saturday Saturday Saturday Saturday	GST on Works Contract Service  January, 2022
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Iriday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Sunday Wednesday Thursday Friday Sunday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Monday Tuesday Monday Tuesday	GST on Works Contract Service  January, 2022
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 30 31 1 2 3 4 5 6 7	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Sunday Monday Iuesday Wednesday Thursday Friday Sunday Wednesday Thursday Friday Saturday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Wednesday Thursday Wednesday Thursday Friday Saturday Saturday Saturday Saturday Saturday Saturday Saturday Monday	January, 2022  Leave Rules & Medical Attendence Rules
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14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 2 3 4 5 6 7 8 8 9	Tuesday Wednesday Thursday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Friday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Thursday Friday Sunday Monday Tuesday Thursday Friday Tuesday Thursday Friday Thursday Thursday Thursday Thursday Thursday Thursday Thursday Thursday Thursday	January, 2022  Leave Rules & Medical Attendence Rules
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 9 10 11 12 12 12 12 12 12 12 12 12 12 12 12	Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Saturday Saturday Monday Iuesday Wednesday Thursday Friday Saturday Wednesday Thursday Friday Saturday Monday Tuesday Wednesday Thursday Friday Saturday	January, 2022  Leave Rules & Medical Attendence Rules
14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 2 3 4 4 5 6 7 8 8 9 10 10 10 10 10 10 10 10 10 10 10 10 10	Tuesday Wednesday Thursday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Friday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday Sunday Thursday Friday Sunday Monday Tuesday Thursday Friday Tuesday Thursday Friday Thursday Thursday Thursday Thursday Thursday Thursday Thursday Thursday Thursday	January, 2022  Leave Rules & Medical Attendence Rules

40	Tuesday		
18	Tuesday		
19	Wednesday		
20	Thursday		Soft Skills and Excel utility for Tax Administrators
21	Friday		
22	Saturday		
23	Sunday	-	
24	Monday Tuesday		
25	Wednesday	GH	
26		Gri	1
27	Thursday		Inspection, Search, Seizure& Arrest
28	Friday		
29	Saturday	-	
30	Sunday Monday		
31	ivioriday	-	
			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		
16	Wednesday		
17	Thursday		Recent changes in Refund provisions under GST
18	Friday		
19	Saturday		
20	Sunday		
21	Monday		
22	Tuesday Wednesday	-	
24			Wild life conservation & Prevention of smuggling activities
	Thursday Friday		while the conservation of Prevention of Smuggling activities
25 26	Saturday	-	
26	Sunday	-	
28	Monday	-	
20	ivionacy	+	
			March 2022
			March, 2022
1	Tuesday	GH	
2	Wednesday		
3			
	Thursday		
4	Friday		
5	Saturday		
6	Sunday	4	
7	Monday Tuesday	-	GeM- Essential features thereof
9	Wednesday		Section reasons strategy
10	Thursday		
11	Friday	-	
12	Saturday	-	
13	Sunday		
14	Monday	-	
15	Tuesday		How to draft a quality SCN under GST
16	Wednesday		
17	Thursday	-	
18	Friday	GH	
19	Saturday		
20	Sunday		
21	Monday		
22	Tuesday		
23	Wednesday	-	5 11 1 11 11 1 12 12 12 12 12 12 12 12 12
24	Thursday		Rajbhasha Adhiniyam, 1963
25	Friday	-	
26	Saturday Sunday	-	
27	Monday		
27 28	Monday	-	
27 28 29	Tuesday		Cure of common ailments with Yoga & Avurveda
27 28			Cure of common ailments with Yoga & Ayurveda

### TRAINING CALENDER FOR THE FINANCIAL YEAR 2021-22

### NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES AND NARCOTICS (NACIN), ZONAL CAMPUS, SHILLONG,

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 &	

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	

	INDUCTION & MANDATORY COURSES													
22	Induction Training for Inspector of CBIC	60		12th April 2021 to 2nd July 2021 (14 Weeks including 2 weeks Arms Training at NEPA, Umiam)				6th September 2021 to 26th November 2021 (14 Weeks including 2 weeks Arms Training at NEPA, Umiam)						
23	Arms Training for Inspector of CBIC	10					23rd August 2021 to 3rd Sept 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								18th Feb 2022					

29	Working with allied agencies in ICP, ICD, Airport etc.	1			29th Sep 2021				
30	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		
34	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					
37	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			
43	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
47	Function of DDO: Administrative and Financial	1									11th Feb 2022	

48	E-Procurement and GEM & through Purchase Committee	1				31st Aug 2021				8th Dec 2021			
49	Workshop on 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	GEMENT, 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	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 Ianguage	40							4th October 2 Novemb					

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

<sup>\*\*</sup> 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.

<sup>\*\*\*</sup> 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)

24 Workshop for Women Employees 01 Day	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
No.	1	Retiring Officers – Ethics Probity	2 Days	5-06.04.21											
No.   No.	2	World Health Day	1 Day	07.04.21											
		to the grade of Superintendents/ 5th May hand	19 days												
Page	4	World Earth Day(Energy Efficiency ICED)	1 Day	22.04.21											
Decision   Company   Com	5		1 Day	26.04.21											
Procession   Pro			12 Weeks		31.05.21 to 20.08.21										
8   Heart Testiscency / One Day systems on RODS   1 lby   28.07.21   1   1   1   1   1   1   1   1   1	7	Environment Day (Plantation Drive/ Awareness Programme)	1 Day			05.06.21									
No.   No.		Illicit Trafficking / One Day training on NDPS				26.06.21									
Training on Gender Sensitiation (All India)   1 Pop			1 Day				28.07.21								
	10		1 Day						10.09.21						
Strees Management   2 Duy	11	Training on Gender Sensitization (All India)	1 Day						22.09.21						
1   1   1   1   1   1   1   1   1   1	12	Health & Wellness workshops	1 Day							07.10.2021					
Publisher Course for Inspectors	14	Stress Management	2 Days							11-12.10.21					
1   10   10   10   10   10   10   10	13	Vigilance Awareness Week	1 Weeks								02.11.2021				
17   Induction Training of Inspectors*   1   10   10   10   10   10   10   10	15	Furbisher Course for Inspectors	2 Weeks								15-29.11.21				
18   International Anti Corruption Day	16	Elimination of domestic Violence	1 Day								25.11.21				
19 Work life Balance	17	Induction Training of Inspectors*													
Positive Mind & Positive Body by law of affirmation   2 days	18	International Anti Corruption Day	1 Day									09.12.21			
Affirmation   1.10.1.0022	19	Work life Balance	2 Days									20-21.12.21			
22   World Conaumer Rights Day/ Session on   1 Day			2 days										10- 11.01.2022		
22   Consumer rights   1.50	20	Legacy of Central Excisen & Service Tax	1 Day											24.02.2022	
25 GST : Place and value of supply and data 26 E-Way bill Mechanism and data analysis using 27 Training on Audit under GST 28 Course for SGST Officer on AE Procedure and 28 Drafting of SCN and Adjudication Orders 29 Online Training on Insight Insolvencey and 20 Bankruptcy Code, 2016 30 Trg. On Refund Under GST 2 Days 31 GST Refresher Course 3 Days 4 14-16-07-21 32 GST Backend Training 3 Training on Fake Invoice and Data Mining 3 Training on Fake Invoice and Data Mining 4 Demand & Recovery under GST 1 Day 4 Demand & Recovery under GST 1 Day 5 Place & Time of Supply under GST 1 Day 5 Place & Time of Supply under GST 1 Day 5 Place & Time of Supply under GST 1 Day 5 Place & Time of Supply under GST 1 Day 5 Place & Time of Supply under GST 1 Day 5 Place & Time of Supply under GST 1 Day 5 Place & Time of Supply under GST 1 Day 6 Online training on Frauds in GST 1 Day 7 Days 7 Days 8 Demand & Recovery under GST 1 Day 8 Demand & Recovery under GST 1 Day 9 Demand & Recovery under GST 1 Day 1 Days 1 Days 2 Demand & Recovery under GST 2 Days 3 Demand & Recovery under GST 1 Day 1 Day 1 Days 2 Demand & Demand & Recovery under GST 2 Days 3 Demand & Recovery under GST 1 Day 1 Days 1 Days 2 Demand & Demand & Recovery under GST 1 Day 2 Demand & Demand	22	World Consumer Rights Day/ Session on Consumer rights	1 Day												15.03.2022
20   E-Way bill Mechanism and data analysis using   1/2 Day   23.04.21	24	Workshop for Women Employees	01 Day												08.03.2022
GST returns	25		1/2 Day	08.04.21											
28 Course for SGST Officer on AE Procedure and Drafting of SCN and Adjudication Orders  29 Online Training on Insight Insolvencey and Bankruptcy Code, 2016  30 Trg. On Refund Under GST  2 Days  31 GST Refresher Course  31 Days  32 GST Backend Training  2 Days  33 Training on Fake Invoice and Data Mining under GST  1 Day  1 Days  34 Demand & Recovery under GST  1 Day  35 Place & Time of Supply under GST  1 Day  36 Online training on "Frauds in GST"  1 Day  1 Day  2 Days  1 Day  2 Days  2 Days  3 Days  1 Day  1 Day  2 Days  2 Days  3 Days  3 Days  1 Day  1 Day  1 Day  1 Day  1 Day  2 Days  2 Days  2 Days  3 Days  3 Days  3 Days  3 Days  4 Demand & Recovery under GST  1 Day  1 Day  1 Day  1 Day  1 Day  1 Day  2 Days  3 Days  1 Day  1 Day  1 Day  1 Day  1 Day  2 Days	26	E-Way bill Mechanism and data analysis using GST returns	1/2 Day	23.04.21											
Drafting of SCN and Adjudication Orders   1/2 lay   1/	27	Training on Audit under GST	5 Days		17-21.05.21										
Bankruptcy Code, 2016  Trg. On Refund Under GST  Days  Os-09.07.21  Soft Refresher Course  Japays  Os-06.08.21  Training on Fake Invoice and Data Mining under GST  Demand & Recovery under GST  Demand & Recovery under GST  Demand & Recovery under GST  Day  Soft Back Time of Supply under GST  Day  Demand & Recovery under GST	28		1/2 Day			03-04.06.21									
31 GST Refresher Course 3 Days 14-16.07.21	29	Online Training on Insight Insolvencey and Bankruptcy Code, 2016	1/2 Day			24.06.21									
32 GST Backend Training 2 Days 05-06.08.21 05-06.21 05-06.08.21 05-06.08.21 05	30	Trg. On Refund Under GST	2 Days				08-09.07.21								
Training on Fake Invoice and Data Mining 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	31	GST Refresher Course	3 Days				14-16.07.21								
33 under GST 1 Day 10.09.21  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	32	GST Backend Training	2 Days					05-06.08.21							
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	33		1 Day					16.08.21							
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	34	Demand & Recovery under GST	1 Day						03.09.21						
B-Invoicing and Familiarization of tax payer interface under GST 1 Day 22.10.21	35	Place & Time of Supply under GST	1 Day						15.09.21						
interface under GST	36	Online training on "Frauds in GST"	1 Day							18.10.21					
38 GST Out Reach 2 Days 09-10.11.21	37		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	39	GST Backend Training	2 Days								22-23.11.21				

40	GST Backend Training	2 Days									22-23.12.21			
41		1 Day									27.12.21			
	GST Training Return										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											09.02.2022	
44	Training on ITC under GST	1 Day											10.02.2022	
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											23.02.2022	
53	Inspection, Search, Seizure and Arrest under GST	01 Day												04.03.2022
47	Training on composition scheme	1 Day												10.03.2022
54	Place & Time of Supply under GST	01 Day												15.03.2022
55	WTO - Training on Trade Facilitation Agreement for Gr. A & Gr. B officers	2 Days	15-16.04.21											
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 & Preventive Strategies	3 Days				27-29.07.21					02-03.12.21 (2 days)			
60	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 Cyber Security	1 Day								02.11.21				
66	Training on "Brief Discussion on LTC Rules"	1 Day									06.12.21			
67	Training on International 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											03.02.2022	
70	Basic Computer Course	01 Day											26.02.2022	
71	Training on Customs Procedure	1 Day	21.04.21											
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		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		14.09.21						
79	Basic Course with Arms Training for Hawaldar/Head Hawaldar(2 Weeks)	2 14/00!				19.07.21	25 24 00 24	100000						
80	Customs Clearance of Export/Import Cargo, Benefit & features of SWIFT, e-Sanchit and	2 Weeks					25-31.08.21	1-08.09.21						
	Turant Customs							16.09.21				<u> </u>		

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

				7	Training Calen	dar for the Year 2	021-22, 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 Caler	ndar for the Year 202	1-22, NACIN Zon	al Campus, Vac	lodara.						
Sl. No.	Name of the Course	Grade of Ouration	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	A	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			
1 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						
	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		
1 71	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					1
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	В & С	1	1	1							10			

				1	l				l							
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	В & С	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)	А,В, С	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									

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

Total No. of Courses	69
Total No. of Trainings	93
Total No. of Training Days	282

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