



राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं नार्कोटिक्स अकादमी
भारत सरकार, वित्त मंत्रालय, राजस्व विभाग
नासिन कॉम्प्लैक्स, सैक्टर-29, फरीदाबाद-121008

NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS
Government of India, Ministry of Finance, Department of Revenue
NACIN Complex, Sector-29, Faridabad-121008
फोन /Telephone : 0129-2504652-54
फैक्स / Fax : 0129-2504632

F.No. II(11)11/2019-NACIN

Date: 31.01.2019

Madam/Sir,

Subject: Five-Days' / Two-Days' Training Workshop on "Data Analytics" for Group 'A' Officers of CBIC during 25th February to 01st March 2019 at NACIN, Faridabad-reg.

National Academy of Customs, Indirect Taxes and Narcotics, Faridabad is organizing a **Five-Days' / Two-Days' Training Workshop on "Data Analytics" for Group 'A' Officers of CBIC during 25th February, 2019 to 01st March, 2019** at NACIN, Faridabad.

2. It is, therefore, requested that suitable Group 'A' officers of CBIC may be nominated for participating in the above training. **Officers who have sound knowledge of working on Excel may be nominated only for the last two days of training i.e. 28th February - 01st March, 2019. A tentative training module is enclosed.**

4. **It is mandatory for the participants to carry their laptop during the training.**

5. Nominations may please be sent through e-mail only at **email ID: adist.nacen@gov.in** to Shri Ajai Kumar Arora, Deputy Director, NACIN, Faridabad by 18 February, 2019 positively. The telephone/mobile numbers and e-mail address (in capital letters) of the nominated officers may also be indicated in the nomination letter so as to facilitate ease of communication.

6. It is, further, requested that hard copy of nomination may not be sent separately through courier or by post so as to avoid wastage of paper.

7. It may kindly be ensured that once nominated, the officer should attend the training course, as last minute cancellation/withdrawal results in considerable administrative and financial issues.

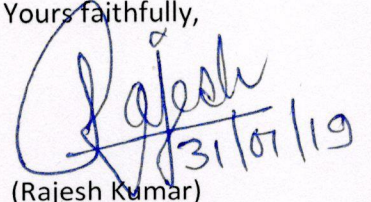
8. It may be mentioned that limited hostel facilities are available for the participants, who wish to stay in campus. For the participants, the hostel and mess charges (all inclusive) shall be approximately Rs. 400/- per day. This includes Rs. 100/- room rent, Rs. 100/- Breakfast + bed tea, Rs. 200/- for dinner. Rs. 250/- for lunch and tea/snacks (twice a day) is to be paid separately at the time of registration by all the participants. Request for stay in campus hostel may be sent directly to the Additional Director (Admn.), NACIN, at e-mail id: nacengangotri@gmail.com.

9. In case participants are desirous of staying in a nearby hotel, they may send their request to e-mail id: nacengangotri@gmail.com for hotel details.

10. The nominated officers may please be directed to report to the Academy at Sector 29, Near Police Lines, Faridabad on 25.02.2019 at 9.30 a.m. positively for attending the training course. Nearest Metro Station is Sector-28 on the **Violet Line**. As the valedictory function on 01.03.2019 may continue up to 6.00 p.m., the officers may be advised to plan their return journey accordingly.

Encl: Training Module.

Yours faithfully,



(Rajesh Kumar)

Joint Director

राजेश कुमार
RAJESH KUMAR
संयुक्त निदेशक
JOINT DIRECTOR

To

1. The Chief Commissioners of Customs (All)
2. The Chief Commissioners of CGST & Central Excise (All)
3. The Director General (All Directorates General under CBEC)
4. The Chief Departmental Representative, CESTAT, New Delhi
5. The Commissioner of Customs (All)
6. The Commissioner of CGST & Central Excise (All)
7. The Commissioner of Audit Commissionerates (All)
8. CBIC & NACIN Website

National Academy of Customs, Indirect Taxes and Narcotics (NACIN), Faridabad

Five-Days' Workshop on "Data Analytics"
for Gr 'A' Officers of CBIC

Course Director : Sh. V K Srivastava, Addl. Director General, NACIN Faridabad

Assoc. Course Director: Sh. Rajesh Kumar, Joint Director, NACIN Faridabad

Schedule : 25th February - 01st March 2019

Day 1 (25.02.2019):

09:30	Registration
10:00	Inauguration
10:15 - 11:30	Overview of Data & Tools in GST
11:30 - 11:45	<i>Tea Break and Photo Session</i>
11:45 - 13:00	Intro, Inserting row, column, adding values in cells, moving and copying a sheet, cell referencing and Dollar sign, Hiding, Inserting comment, Formatting of sheet and table.
13:00 - 14:00	<i>Lunch Break</i>
14:00 - 15:00	Sorting, Filtering (Using advance filters and unique list), conditional sorting, sum function, average function, countif, sumifs.
15:00 - 15:15	<i>Break</i>
15:15 - 16:15	Pivot Table and Pivot chart and Dynamic Chart, subtotal, graphical presentation, pie chart and graph
16:15 - 16:30	<i>Tea break</i>
16:30 - 17:30	Arithmetic functions- sumproduct, sum, average, Count

Day 2 (26.02.2019):

09.30 - 10:45	Statistical functions- Round up, round down, Integer, Rank, min, max, mod, abs.
10:45 - 11:00	<i>Tea break</i>
11:00 - 12:15	Logical operators- 'If' function, 'and', or
12:15 - 13:30	Sumifs, Index-match, V look up, H look up
13:30 - 14:30	<i>Lunch Break</i>

14:30-15:45	Remove duplicates, Random function
15.45 - 16:00	<i>Tea Break</i>
16:00 - 17:15	Conditional formatting

Day 3 (27.02.2019)

09.30 - 10:45	Date, Month, Week day, Time calculations- hrs. Conversion.
10:45 - 11:00	<i>Tea break</i>
11:00 - 12:15	Data Cleaning- Left, Mid, Right, Find
12:15 - 13:30	Text to columns, data table, mail merger Goal seek.
13:30-14:30	<i>Lunch Break</i>
14:30-15:45	Practical with tools in real data Case Study I: - Analysis of non filer/Stop filer data to generate Tabular Report on assessees who have error in atleast one return Case Study II: - Clubbing of Common variables of non filer report to identify defaulters.
15.45 - 16:00	<i>Tea Break</i>
16:00 - 17:30	Case Study III : - GST payment through ITC & Cash report analysis to examine typical tax patterns of multiple branches of assessee in different states. Case Study IV: - Typical analysis of merging of non filers, ITC & Cash payment details under Central Control in a particular state (like Maharashtra)

Day 4 (28.02.2019):

10.15 - 11:30	Use of Technologies in detection of frauds in GST Era
11:30 - 11:45	<i>Tea break</i>
11:45-13:00	Big Data Analytics and their applicability in CBIC
13:00 - 14:00	<i>Lunch Break</i>
14:00 –15:15	Tax 360 – Advances in Data Analytics
15.15 - 15:30	<i>Tea Break</i>
15:30 - 17:00	-----CONT-----

Day 5 (01.03.2019):

10.15 - 11:30	Data Analytics in Financial Intelligence Unit- India (FIU-IND)
11:30 - 11:45	<i>Tea break</i>
11:45-13:00	Data Analytics in CBDT and its linkages with indirect Taxes & other Departments
13:00 - 14:00	<i>Lunch Break</i>
14:00 - 15:15	Data Analytics and Deep Learning
15.15 - 15:30	<i>Tea Break</i>
15:30 - 17:00	Block Chain Technology