



GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE
NATIONAL ACADEMY OF CUSTOMS, EXCISE & NARCOTICS
REGIONAL TRAINING INSTITUTE
PLOT NO.3/86-E, 2ND STREET
AMBATTUR INDUSTRIAL ESTATE, CHENNAI - 600 058

Phone No.044-2625 0083(ADG), 2625 0157, 2625 0159 Fax No.044-2625 0155, 2625 0156

C. No: II/15/02/2015-Trg.

Dated: 17.11.2015

To

The Chief Commissioner(s) of Central Excise/Customs,
Chennai/Coimbatore Zone & Trichy (P).

The Chief Commissioner of Service Tax.

The Commissioner of Central Excise,

Chennai I/II/III/IV/Puducherry/Audit I/Audit II/LTU/Appeals I/Appeals II.

The Commissioner of Service Tax,

Chennai I/II/III/Audit I/Appeals I/Appeals II.

The Commissioner of Central Excise,

Coimbatore/ Audit/Appeals I/Appeals II/Salem/Madurai/Trichy/Thirunelveli.

The Commissioner(s) of Customs,

(Export-Import)/Air Port, Chennai/Trichy/Tuticorin.

The Additional Director General of Directorates, Chennai.

Sir/Madam,

Sub: Training - Calling for Nomination of Officers for the Training courses to be conducted at Chennai during December, 2015 - Regarding.

The following is the schedule of courses proposed to be conducted during the month of **December, 2015** at NACEN.

Sl. No	Name of the Course	Month of Dec, 2015	Level of Officers (Group)	Nominations called for from	Course Director S/Shri./Ms.	Counsellor Shri./Smt.
1	Course for Chennai Custom House Agents	05.12.2015	Others	CHA	P. V. K. Rajasekhar, Deputy Director	R. Arun Singh, Supdt
2	Training for Audit Officers	07.12.2015 to 10.12.2015	Group B	Central Excise / Service Tax / LTU Audit Commissionerates & Audit Directorates	P. V. K. Rajasekhar, Deputy Director	R. Arun Singh, Supdt
3	Course on CBT Module on Drug Law	09.12.2015 to 11.12.2015	Group A, B & C	Central Excise / Customs/Service Tax / LTU & Directorates	P. Venkatasubramanian, Assistant Director	V. P. Hari, Supdt

4	Course on Financial Accounting Module	14.12.2015 to 16.12.2015	Group A, B & C	Central Excise / Customs/Service Tax / LTU & Directorates	S. Anand Kumar, Assistant Director	V. P. Hari, Supdt
5	Training for Audit Officers	15.12.2015 to 18.12.2015	Group B	Central Excise / Service Tax / LTU Audit Commissionerates & Audit Directorates	P. Venkatasubramanian, Assistant Director	R. Srivatsan, Supdt
6	Training for CAO / DDO	16.12.2015 & 17.12.2015	Group B	Central Excise / Customs/Service Tax / LTU & Directorates	P. V. K. Rajasekhar, Deputy Director	Babita. A. S., Supdt
7	Course on Intellectual Property Right	21.12.2015	Group A, B & C	Central Excise / Customs/Service Tax / LTU & Directorates	S. Anand Kumar, Assistant Director	R. Srivatsan, Supdt
8	Course on CBT Module on Drug Law	28.12.2015 to 30.12.2015	Group A, B & C	Central Excise / Customs/Service Tax / LTU & Directorates	S. Anand Kumar, Assistant Director	V. P. Hari, Supdt

2. All Nominations may please be sent in the following format so as to facilitate contact, registering them in NACEN Training Software and for obtaining online feedback. All such nominations may please be sent so as to reach this Office atleast 10 (ten) days before the commencement of the course. If it is not possible to nominate any officer, a NIL report may please be sent.

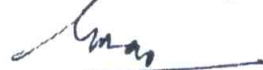
TRAINING NOMINATION FORMAT

Sl. No.	Name / If NACEN Trainee code has already been generated, indicate the same	e-mail ID	Mobil e No.	Gender (M/F)	Date of Birth	Name of the Comm'te / Directorate	Designation	Category (SC / ST / OBC / Others)	Employee code	SSO ID
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3. It may also please be ensured that once nominations are made, there is no last minute cancellation and the concerned controlling officers are instructed to relieve such officers for training without delay. The training courses may be cancelled or postponed, if sufficient nominations are not received. Therefore trainees may be advised to check with NACEN before starting their journey.

4. The Officers so nominated may please be informed that;
- a) they should report to the respective Course Directors/Counsellors for the above courses, sharply at 09 45 AM on the date of commencement of respective course.
 - b) they will be able to leave the Academy on the **concluding date only after 05 45 PM** and accordingly they may arrange their return tickets.
 - c) **the Academy (NACEN) is functioning from the premises situated at 1st to 3rd Floor of Plot No: 3/86-E, Ambattur Industrial Estate, Ambattur, Chennai 600 058.**
 - d) the Hostel facilities are available at Block No: 30/2, Central Revenue Quarters, 15th Main Road, Anna Nagar, Chennai-600 040 (Telephone No. **26160412 / 26160474**) and there is transport facility from Hostel to NACEN and back. The hostel accommodation will be provided on first come first serve basis.

Yours faithfully,



17.11.2015

(Pullela Nageswara Rao)

Principal Additional Director General