OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL GOODS AND SERVICE TAX AND CENTRAL EXCISE, CHENNAI NORTH COMMISSIONERATE

26/1, Mahatma Gandhi Road, Nungambakkam, Chennai 600 034

C.No.II/36/01/2019- Estt.Ch-N

Dated: 12.01.2019

To

The Deputy/Assistant Commissioners of CGST & CX, Hqrs and all Divisions, Chennai North Commissionerate.

Sir/Madam,

Sub: Training – Calling for nomination of officers for the training courses to be conducted at Chennai during January, 2020 Reg.

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Please refer to letter C.No. II/15/01/2019-5871 dated 10.12.2019 of Additional Director NACIN, Chennai, calling for nomination of officers for the training courses to be conducted at NACIN, Chennai during January, 2020- uploaded in the official website of Central Excise, Chennai.

The willingness of officer if any may be furnished to this section on or before 31.12.2019.

Yours faithfully,

(K.GANANDA KISHORE)
ASSISTANT COMMISSIONER(P&V)

Copy To:
The Supdt, (Computer), Hqrs for uploading official website.
To
The Principal Chief Commissioner of GST & Central Excise,
The Chief Commissioner of Customs, Custom House, Chennai.
The Chief Commissioner of Customs (Preventive), Trichy,
The Commissioner of GST & Central Excise - Chennai North,
The Commissioner of GST & Central Excise - Chennai South,
The Commissioner of GST & Central Excise - Chennai Outer,
The Commissioner of GST & Central Excise, Audit-I, Chennai,
The Commissioner of GST & Central Excise, Audit-II, Chennai,
The Commissioner of GST & Central Excise, Appeals-I, Chennai,
The Commissioner of GST & Central Excise, Appeals-II, Chennai,
The Commissioner of GST & Central Excise, Puducherry,
The Commissioner of GST & Central Excise, Coimbatore,
The Commissioner of GST & Central Excise, Audit (Coimbatore),
The Commissioner of GST & Central Excise, Appeals (Coimbatore)
The Commissioner of GST & Central Excise, Salem,
The Commissioner of GST & Central Excise, Trichy,
The Commissioner of GST & Central Excise, Madurai
The Additional Commissioner of GST & Central Excise, Tirunelveli,
The Principal Commissioner of Customs, Chennai I & VII
The Commissioner(s) of Customs, Chennai II, III, IV, VIII Audit / Trichy (Prev)/ Tuticorin (Prev)
The Additional Director General, Vigilance, SZU
The Additional Director General of All Directorates, Chennai.

Sir/Madam,

Sub: Training - Calling for Nomination of Officers for the training courses to be conducted at Chennai during January, 2020 - Regarding.

The following is the schedule of courses proposed to be conducted during the month of January, 2020 at NACIN.

<table>
<thead>
<tr>
<th>SL No</th>
<th>Name of the Course</th>
<th>Month of January, 2019</th>
<th>Level of Officers (Group)</th>
<th>Nominations called for from</th>
<th>Course Director S/Shrl./Ms.</th>
<th>Counsellor Shrl./Smt.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Basics and use of Computers for officers</td>
<td>06.01.2020 to 07.01.2020</td>
<td>Group A, B &amp; C</td>
<td>Customs, GST and Central Excise &amp; Directorates</td>
<td>Uma Shanthi</td>
<td>K.P. Balaji</td>
</tr>
<tr>
<td>2</td>
<td>Course for Retiring Officers</td>
<td>08.01.2020 to 10.01.2020</td>
<td>Group A, B &amp; C</td>
<td>Customs, GST and Central Excise</td>
<td>T. Nalina Sofia</td>
<td>Tara.K.Jyothis</td>
</tr>
<tr>
<td>3</td>
<td>2 Days Refresher Course on latest developments in GST Laws and procedures</td>
<td>20-01-2020 To 21-01-2020</td>
<td>Group A, B</td>
<td>Customs</td>
<td>Uma Shanthi</td>
<td>R.Srivatsan</td>
</tr>
</tbody>
</table>
2. It is evident from the above that this Academy is taking extensive efforts in organizing trainings on variety of subjects to ensure that the requirements of field formations are satisfied effectively on the aspect of Capacity building. Therefore, it is requested that, for each of the above training courses, at least Five (05) officers from each commissionerate may be nominated, so that the officers working in various commissionerates are equipped to deal with discharging their official responsibilities more efficiently.

3. All Nominations may please be sent in the following format so as to facilitate contact, registering them in NACIN Training Software and for obtaining online feedback. All such nominations may please be sent so as to reach this Office at least 10 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

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name / If NACIN Trainee code has already been generated, indicate the same</th>
<th>e-mail ID</th>
<th>Mobile No.</th>
<th>Gender (M/F)</th>
<th>Date of Birth</th>
<th>Name of the Comm'te / Directorat e</th>
<th>Designation</th>
<th>Category (SC / ST / OBC / Others)</th>
<th>Employee code</th>
<th>SSID</th>
</tr>
</thead>
</table>

4. 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 NACIN before starting their journey.

The Officers so nominated may please be

a) asked to 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) informed that 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) informed that the Academy (NACIN) 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) informed that 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 NACIN and back. The hostel accommodation will be provided on first come first serve basis.

This issues with the approval of Principal Additional Director General.

Yours faithfully,

(S.KESAVA NARAYANA REDDY)
ADDITIONAL DIRECTOR