C. No: II/15/01/2019
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 February, 2020 – Regarding.

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

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name of the Course</th>
<th>Month of February, 2020</th>
<th>Level of Officers (Group)</th>
<th>Nominations called for from</th>
<th>Course Director S/Shri./Ms.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Symposium on EOU and SEZ</td>
<td>06-02-2020</td>
<td>Group A &amp; B</td>
<td>Customs</td>
<td>Venugopalan Nair</td>
</tr>
<tr>
<td>2.</td>
<td>One day Symposium on Information Technology Act, Digital Evidences and Cyber Crimes</td>
<td>11-02-2020</td>
<td>Group A &amp; B</td>
<td>Customs, GST and Central Excise</td>
<td>Venugopalan Nair</td>
</tr>
<tr>
<td>3.</td>
<td>TALLY / ERP based Auditing under GST</td>
<td>13-02-2020 &amp; 14-02-2020</td>
<td>Group A &amp; B</td>
<td>GST and Central Excise</td>
<td>V.Bhaskaran</td>
</tr>
<tr>
<td>4.</td>
<td>Two Days Refresher Course on latest developments of GST laws and procedures</td>
<td>18-02-2020 &amp; 19-02-2020</td>
<td>Group A &amp; B</td>
<td>GST, Central Excise and TINVAT</td>
<td>N. Uma Shanthi</td>
</tr>
</tbody>
</table>
Further on basis of the feedback received from the field formations as well as an extension of the Mandatory foundation courses conducted during the month of December, 2019, the following onsite training programmes are also scheduled for the month of February, 2020.

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Name of the Course</th>
<th>Academy / Onsite</th>
<th>Month of February, 2020</th>
<th>Level of Officers (Group)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Post Budget Changes in Customs Laws</td>
<td>Onsite at Custom House</td>
<td>05-02-2020</td>
<td>Group A &amp; B</td>
</tr>
<tr>
<td>2.</td>
<td>Scrutiny of Assessment under GST</td>
<td>Onsite at Salem</td>
<td>05-02-2020</td>
<td>Group A &amp; B</td>
</tr>
<tr>
<td>3.</td>
<td>Drafting of SCN, essential ingredients and critical factors to be noted for issuing of notices in GST</td>
<td>Onsite at Puduchery</td>
<td>05-02-2020</td>
<td>Group A &amp; B</td>
</tr>
<tr>
<td>4.</td>
<td>Naturopathy – A way for Healthy Living</td>
<td>Onsite at Chennai Outer Comm’t</td>
<td>05-02-2020</td>
<td>Group A, B &amp; C</td>
</tr>
<tr>
<td>5.</td>
<td>Search of Premises and Seizure provisions</td>
<td>Onsite at GST Chennai North Comm’t</td>
<td>12-02-2020</td>
<td>Group A &amp; B</td>
</tr>
<tr>
<td>6.</td>
<td>Personal Finance and Investment Planning</td>
<td>Onsite at Custom House</td>
<td>12-02-2020</td>
<td>Group A, B &amp; C</td>
</tr>
<tr>
<td>8.</td>
<td>Importance of Transfer Pricing</td>
<td>Onsite at Custom House</td>
<td>19-02-2020</td>
<td>Group A &amp; B</td>
</tr>
<tr>
<td>9.</td>
<td>Place of Supply, provisions in GST, critical analysis</td>
<td>Onsite at Puduchery</td>
<td>19-02-2020</td>
<td>Group A &amp; B</td>
</tr>
<tr>
<td>10.</td>
<td>Search of Premises and Seizure provisions</td>
<td>Onsite at GST Chennai Outer Comm’t</td>
<td>26-02-2020</td>
<td>Group A &amp; B</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.
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