

DTRTI Chandigarh

**Chart of Course conducted during FY 2018-19**

Sl. No.	Name of Course	Level of Officer	Period	Duration (in days)	Station	No. of Trainees Attended	Nomination called	Nomination received
		<b>Apr-18</b>						
1	Digital Forensics	DCsIT/ACsIT/ITOs	09.04.2018-11.04.2018	3	Sector -17 Chanigarh	11	12	11
2	Disiplinary action and service matters	DCsIT/ACsIT/ITOs	13.04.2018	1	Sector 34 A Chandigarh	30	40	33
3	Refresher course for Inspectors + Hindi Karyshala	ITIs	16.04.2018-18.04.2018	3	Sector 34 A Chandigarh	26	38	31
4	Discussion among range heads and Assessing officers on important issues	Addl. CsIT/JCsIT/DCsIT/A CsIT/ITOs	23.04.2018-24.04.2018	2	Sector 34 A Chandigarh	33	45	35
		<b>May-18</b>						
5	Financial Analysis and Examination of Books of Accounts	ITOs/ITIs	07.05.2018-08.5.2018	2	Sector 34 A Chandigarh	44	45	47
6	Soft skills and on technical aspects	ITOs/ITIs	11.05.2018	1	Sector 34 A Chandigarh	29	40	36
7	Accounting software TALLY and Ms-EXCEL	ITOs	14.05.2018-17.05.2018	4	Sector 34 A Chandigarh	30	40	31
8	Assessment pertaining to Real Estate Sector Pharmaceutical Sector & Jewellers from	DCsIT/ACsIT/ITOs	24.05.2018-25.05.2018	2	Sector 34 A Chandigarh	30	40	32
		<b>Jun-18</b>						

Sl. No.	Name of Course	Level of Officer	Period	Duration (in days)	Station	No. of Trainees Attended	Nomination called	Nomination received
9	Functions of headquarters , Preventive vigilance and CCs conduct rules	ITO(hq) /DDO's/AO's	18.06.2018	1	Sector 34 A Chandigarh	33	45	37
10	Penny Stock/Commodity markets/ Derivatives/Crypto currencies- section 68,69,56 (viib) etc.	DCsIT/ ACsIT/ITOs	19.06.2018-20.06.2018	2	Sector 34 A Chandigarh	25	40	25
11	Training on ITBA & HRMS for Assessing Officers of Pr. CIT, Gurgaon	Assessing Officers	21.06.2018	1	Gurugram	27		
12	Training for officers and officials of TDS charge	Officers and Officials of TDS	25.06.2018	1	Sector 34 A Chandigarh	34	All Officers and Officials of TDS	41
13	Practical aspects relating to recovery processes	TROs in nwr	27.06.2018	1	Sector 34 A Chandigarh	13		17
		<b>Jul-18</b>						
14	10 days training course for ITIs appearing for Departmental Examination for ITOs from 04.07.2018 to 17.07.2018	<b>Inspector</b>	04.07.2018-17.07.2018	10	Chandigarh Jurdical Academy	40		56
15	Door step training for assessing officers of Pr Cit panckula, Karnal, Rohatak	<b>DCsIT/ACsITOs</b>	06.07.2018	1	Panckula	44	45	45
16	One Day seminar on Income tax for Mohali senior citizen assosiation	<b>Senior Citizen</b>	06.07.2018	1	Sector 34 A Chandigarh	40		
17	Training on new construction on audit use of ITBA Module for audit, Procedure for internal and revenue audit	<b>Officers and Officials of Audit wing</b>	09.07.2018	1	Sector 34 A Chandigarh	47	40	51
18	Training for Assessing Officers on contemporary issues	<b>Assessing Officers</b>	12.07.2018-13.07.2018	2	Sector 34 A Chandigarh	29	45	36
19	Door step training on ITBA and HRMS	<b>ITOs/ITIs</b>	17.07.2018	1	Ludhiana	44	50	49

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20	Digital Forensics	<b>Inspetors</b>	18.07.2018-19.07.2018	2	Sector -17 Chanigarh	14	12	12
21	Deduction U/s 80 IA/IB/IC case discussion on contentious issues and case law in our favour	DCsIT/ACsIT/ITOs	27.07.2018	1	Sector 34 A Chandigarh	27	40	27
		<b>Aug-18</b>						
22	Seminar on "GST and Info' sharing between Assessing officers of Income 'Iax I)epartment and GST countcrparts" on 07.08.2018	<b>Assessing officers of Income 'Iax</b>	07.08.2018	1	Sector 34 A Chandigarh	33	45	35
23	"training on assessment in the case of hosiery industry + retail textile industry" for the officers posted in assessment at Ludhiana	<b>DCsIT/ACsIT/IT Os posted in assessment</b>	14.08.2018	1	Ludhiana	25	40	32
24	One day training on ITBA and HRMS	<b>ITOs/ITIs</b>	20.08.2018	1	Amritsar	36		
25	60 days induction course from 20.08.2018-26.11.2018	<b>Newly recruited ITIs of NWR</b>	20.08.2018-31.08.2018	9	Sector 34 A Chandigarh	27		
26	Assessment relating to iorm and steel industry bank, Coaching Centres and Immigration Consultants	<b>DCsIT/ACsIT/IT Os</b>	24.08.2018	1	Sector 34 A Chandigarh	31		
27	soft skills/office etiquettes + health/stress management/management of work-life balance	<b>ITI</b>	27.08.2018	1	Sector 34 A Chandigarh	35		
28	Seminar for the Commisioner of Income Tax (Appeals) of NWR	<b>CIT(A)</b>	30.08.2018-31.08.2018	2	Sector -17 Chanigarh	20		
		<b>Sep-18</b>						

Sl. No.	Name of Course	Level of Officer	Period	Duration (in days)	Station	No. of Trainees Attended	Nomination called	Nomination received
25contd	60 days induction course	<b>Newly recruited ITIs of NWR</b>	01.09.2018-30.09.2018	18	Sector 34 A Chandigarh	0	0	0
29	Training on Making references to Transfer pricing Officer, procedure for formulation of draft assessment order and final assessment order and Time limitation involved (ii) Exchange of information with foreign entities	<b>DCsIT/ACsIT/IT Os</b>	06.09.2018	1	Panchkula	37	45	39
30	Training programme on "Benami Transaction(Prohibition) Amendment Act, 2016 & Black Money act-2015	<b>DCsIT/ACsIT/IT Os</b>	14.09.2018	1	Chandigarh Jurdical Academy	41	41	41
31	one day training on digital forensic	<b>Inspectors posted in Assessment charge</b>	18.09.2018	1	Sector -17 Chanigarh	14	12	14
32	One day doorstep training on Income Tax business application, (ITBA) and HRMS	<b>ITOs/ITIs</b>	20.09.2018	1	Shimla	24	30	29
		<b>Oct-18</b>						
25 contd	60 days induction course	<b>Newly recruited ITIs of NWR</b>	01.10.2018-31.10.2018	20	Sector 34 A Chandigarh	0	0	0
33	Training on ICDS and Ind AS	Addl./Jt./DCsIT/AC sIT	<b>05.10.2018</b>	1	Sector 34 A Chandigarh	13	40	19
34	1)Hindi Karyashala 2 a )Maintenance of Service Book 2 b.) PIS Module on HRMS	<b>ITO(Hq)/DDO/A O</b>	12.10.2018	1	Sector 34 A Chandigarh	34	40	38
35	TDS/TCS portal/Return filling/Form 24G/Traces regarding	<b>DDOs/PAOs</b>	15.10.2018	1	Sector 34 A Chandigarh	36	55	51

Sl. No.	Name of Course	Level of Officer	Period	Duration (in days)	Station	No. of Trainees Attended	Nomination called	Nomination received
36	Half day work shop on Vigilance Awareness	Addl./Jt./DCsIT/ACsIT	30.10.2018	1	sector 17	40	no nomination calls called	No Received
		<b>Nov-18</b>						
25 contd	60 days induction course	<b>Newly recruited ITIs of NWR</b>	01.11.2018-26.11.2018	13	Sector 34 A Chandigarh			
37	Taxpayer Outreach Programme Doctors/ Medical Professional	<b>Doctors/ Medical Professional</b>	02.11.2018	1	Panchkula	15	No Received	No Received
38	Bhavisy Pension Portal + Establishment matters	ITO(Hq)/DDO/AO	12.11.2018	1	Panchkula	54	40	50
39	Taxpayers Outreach Programme for Principals/Teachers on 27.11.2018	School Teachers	27.11.2018	1	Sector 34 A Chandigarh	31	No Received	No Received
		<b>Dec-18</b>						
40	EIS Module in PFMS & Procurement through GeM	<b>DDO's and their staff</b>	07.12.2018	1	Sector 34 A Chandigarh	58	40	54
41	Digital forensics	<b>Officers/ Officials of investigation wing</b>	11.12.2018 & 12.12.2018	2	Sector -17 Chanigarh	11 official + 8 officers	24	
42	Training of Trainers	MSTU Staff Jan-19	18.12.2018	1	Sector 34 A Chandigarh	8		
43	Training on Widening and Deepening of Tax Base	DCsIT/ACsIT/ITOs	07.01.2019	1	Sector 34 A Chandigarh	29		32
44	Refresher course on effective ways of Demand Mananagmt and Recovery	TROs/ITO's/ITIs	11.01.2019	1	Sector 34 A Chandigarh	24	40	
45	Training on Proccesution and Compuounding	Addl. CsIT/JCsIT/DCsIT/A CsIT/ITOs	15.01.2019	1	Sector 34 A Chandigarh	25	40	30
46	Training on soft skill and on technical aspects	Ask personnel	16.01.2019	1	Sector 34 A Chandigarh	31	50	42

Sl. No.	Name of Course	Level of Officer	Period	Duration (in days)	Station	No. of Trainees Attended	Nomination called	Nomination received
47	One Hour session on Tax Awareness	Students of class 11 and 12	23.01.2019	1	New public School, sector 18 Chandigarh	75		
48	Vigilance Workshop	Addl. And Joint Commissioners of Income tax	31.01.2019	1		30		
		Feb-19						
49	Workshop Personal Excellence(Soft skills/ Communication skills, stress Management)	JCIT and above	01.02.2019	1	Chandigarh Judicial Academy	55	All the officers above the rank of JCIT of NWR	92
50	Training on reconciliation of Demand on ITBA portal and Hindi Karyashala	T.A./Sr. TA/ III's/ ITO's	08.02.2019	1	Sector 34 A Chandigarh	28	40	34
51	Refresher Course for Inspectors of NWR	Inspectors	13.02.2019-15.02.2019	3	Sector 34 A Chandigarh	24		
52	Trainings on Reconciliation of Demand on ITBA portal from 18.02.2019 to 21.02.2019	Assessing Officers and their staff	20.02.2019	1	Sector 34 A Chandigarh	22+25		
		Mar-19						
53	Sensitization of Officers for monitoring of Election Expenditure for General Election to Lok Sabha-2019	Officers	07.03.2019	1	Sector 34 A Chandigarh	112		
54	Outreach programme for senior Citizens	Senior Citizens	19.03.2019	1	Sector 34 A Chandigarh	37		
		<b>Total</b>		<b>131</b>	<b>0</b>	<b>1315</b>	<b>1069</b>	<b>1086</b>