

DTRTI Chandigarh

Chart of Course conducted during FY 2019-20

		01/04/2019				
Sl. No.	Name of Course	Level of Officer	Period	Duration (in days)	Station	No. of Trainees Attended
1	One day training on Prosecution & Compounding (Procedure+ Documents to be prepared + Post filing follow up and use of actionable information available on CPC Module(TRACES) for the officers/officials of TDS charge	DCIT/ACIT/ITO/ITI	08.04.2019	1	Chandigarh	31
2	One day 'Doorstep training on Income Tax Business Application (ITBA) and HRMS' at Conference Hall, Rishi Nagar, Ludhiana	ITO/ITI	15.04.2019	1	Ludhiana	38
3	One day training on "New instruction on Audit, use of ITBA module for Audit, Procedure for Internal and Revenue Audit" for Officers and Officials working in Audit Wing and ITO (Hq.) of Pr. CITs of North West Region	ITO/ITI/Steno/Sr/TA	23.04.2019	1	Chandigarh	44
4	Two Days Seminar for the Commissioners of Income Tax (Appeals/DRs) of North West Region" at Kasauli	CIT(Appeals/DRs)	25.04.2019 & 26.04.2019	2	Kasuali	16
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5	One day training on "Training on functions of headquarters + Preventive Vigilance + CCS conduct rules + Hindi Karyashala" for ITOs(Hq), DDOs and Administrative Officers posted in NWR on 29.04.2019	ITOs/Aos	29.04.2019	1	Chandigarh	31
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		01.05.2019				
6	One day training on Soft Skills/Office Etiquette+ Health/Stress Management/Management of Work-Life Balance on 06.05.2019	ITIs	06.05.2019	1	Chandigarh	41
7	one day 'Doorstep training on Income Tax Business Application (ITBA) and HRMS' at Conference Hall, Aayakar Bhawan, Maqbool Road,Amritsar on 13.05.2019	ITOs/ITIs	13.05.2019	1	Amritsar	36
8	Refresher Course on effective ways of Demand Management and Recovery	TROs/ITOs/ITIs	21.05.2019	1	Panchkula	23
9	Four days course below the age of 40 years training on accounting software Tally and Ms word.(LT)	ITIs	21.05.2019-24.05.2019	4	Chandigarh	32
10	40 days orientation course for newly promoted ITOS of NWR	ITOs	27.05.2019-22.07.2019	40(this month 5)	Chandigarh	38
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June						
10	40 days orientation course for newly promoted ITOS of NWR	ITOs	27.05.2019-22.07.2019	40(this month)19	Chandigarh	38
11	Training on Financial Analysis Examination of Books of Accounts	ITIs	03.06.2019-04.06.2019	2	Panchkula	29
12	Training on ITBA	ITO and ITI of Shimla Charge	06.06.2019	1	Shimla	24
13	Seminar on discussion among Range Heads and Assessing Officers on Important issues	AO and Range heads	10.06.2019 & 11.06.2019	2	Chandigarh Judicial Academy	24

Sl. No.	Name of Course	Level of Officer	Period	Duration (in days)	Station	No. of Trainees Attended
14	Preparation of cases for Search/ Survey + Handling TEP/STR	Officer and Official of investigation wing	14.06.2019	1	Panchkula	30
15	10 days Training course for ITIs appearing for Departmental Examination for ITOs	Inspectors	24.06.2019-05.07.2019	5	Panchkula	24
		Jul-19				
15	10 days Training course for ITIs appearing for Departmental Examination for ITOs	Inspectors	24.06.2019-05.07.2019	5	Panchkula	26
	40 days orientation course for newly promoted ITOs of NWR	ITOs	27.05.2019-22.07.2019	40(this month 15)	Chandigarh	38
16	GST and Black Money Act	Addl. CIT/Jt.CIT/DCsIT/ ACsIT/ITOs	12.07.2019	1	Chandigarh	27
17	Soft Skills and on Technical Aspects	ITOs/ITIs/T.A. and MTS	15.07.2019	1	Chandigarh	19
18	Effective ways of Tax Recovery and Demand Management	TROs/ITOs/ITIs	18.07.2019	1	Gurugram	22
19	"Assessment pertaining to Penny Stocks and deduction u/s 80-IA/IB/IC cases - discussion of contentious issues and case laws in favour of department"	CsIT/ACsIT/ITOs of NWR	26.07.2019	1	Chandigarh	32
20	40 days Orientation course for newly promoted Income Tax Officers of Northern Western Region (Batch 2)	ITOs	29.07.2019-25.09.2019	3	Chandigarh	36
		Aug-19				
20	40 days Orientation course for newly promoted Income Tax Officers of Northern Western Region (Batch 2)	ITOs	29.07.2019-25.09.2019	20	Chandigarh	37
21	Discussion on Budget	Addl. CIT/Jt.CIT/DCsIT/ ACsIT/ITOs	08.08.2019	1	Ludhiana	29
		Sep-19				
22	40 days Orientation course for newly promoted Income Tax Officers of Northern Western Region (Batch 2)	ITOs	29.07.2019-25.09.2019		Chandigarh	37
23	Workshop on Sexual Harassment	Addl. CIT/Jt.CIT/DCsIT/ ACsIT/ITOs	12.09.2019	1	Ludhiana	51
24	Hindi Karyshala	TA/Sr. TA	18.09.2019 & 19.09.2019	2	Chandigarh	11
25	Training for exemption charge	Addl. CIT/Jt.CIT/DCsIT/ ACsIT/ITOs	26.09.2019-27.09.2019	2	Chandigarh	20
		Oct-19				
26	Doorstep training on ASK/ITBA/HRMS	Jt.CIT/DCsIT/ACsIT/ITOs/ITIs	14.10.2019	1	Aayakr Bhawan , Ludhiana	49
27	Topics related to Tds	Addl. CIT/Jt.CIT/DCsIT/ ACsIT/ITOs/ITIs	14.10.2019&15.10.2019	2	Chandigarh	23
28	ASK, ITBA and HRMS	ITOs/ITIs	16.10.2019	1	Chandigarh	23
29	Session on Cancer	staff of DTRTI	18.10.2019	1	Chandigarh	20
		Nov-19				
30	Seminar on vigilance awareness	Addl. CIT/Jt.CIT/DCsIT/ ACsIT/ITOs	01.11.2019	1	Chandigarh	27

Sl. No.	Name of Course	Level of Officer	Period	Duration (in days)	Station	No. of Trainees Attended
31	Bena, I property Act Provisions, Penalty Proceedings, Re-opening of cases u/s 148 of the I.T. Act 1961	Addl. CIT/Jt.CIT/DCsIT/ACsIT	08.11.2019	1	Chandigarh	38
		Dec. 19				
32	Seminar on overview of Income tax	faculty /staff of punjab university	03.12.2019	1	Chandigarh	24
33	Training of Trainers	DCsIT/ACsIT/ITOs/ITIs	13.12.2019	1	Chandigarh	25
34	Training on procurement through Gem& EIS Module in PFMS	ITOs/Aos/OS/Sr. TA/Tas	18.12.2019	1		29
35	Seminar on overview of Income tax law	Teachers and Staff		1		75
36	Seminar on overview of Income tax law	Teachers and Staff		1		120
37	Seminar on E-filing of ITR and Grievances redressal	faculty /staff of punjab university	19.12.2019	1		21
		Jan-20				
38	Hindi Karyashala and training on right to information		10.01.2020	1	Chandigarh	27
39	Training on tax recovery matters/ provision of recovery manual	TRO and Inspectors	16.01.2020&17.01.2020	2	Chandigarh	35
40	Penalty and Prosecution	A.O and Inspectors	21.01.2020	1	Chandigarh	33
41	Re opening of cases u/s 147,148 and 263 of Income tax act and related case laws	Addl. /Jt. CsIT/DCsIT/ACsIT &ITO	23.01.2020	1	Chandigarh	37
42	Gender Sensitization and awareness about Vishaka guidelines	Addl. /Jt. CsIT/DCsIT/ACsIT &ITO	27.01.2020	1	Chandigarh	30
43	ITBA demand reconciliation	AO and their staff	31.01.2020	1	Chandigarh	29
		Feb-20				
44	E-Assessment on ITBA portal	DCsIT/ACsIT &ITO	04-02-2020 & 05.02.2020	2	Chandigarh	24
45	E-Assessment on ITBA portal	DCsIT/ACsIT &ITO	06-02-2020 & 07.02.2020	2	Chandigarh	24
46	Re-opening of cases u/s 147 and relevant provisions	Addl. /Jt. CsIT/DCsIT/ACsIT &ITO	17.02.2020	1	Chandigarh	41
47	Oriented Course for newly promoted Administrative officers	Administrative Officers	10.02.2020 to 24.02.2020	10	Chandigarh	
		Mar-20				
48	latest provision for income tax and law under the head salary house property capital gain	punjab university personnel	12.03.2020	1	Chandigarh	42
49	income tax provision and ITR filling	PEC personnel	12.03.2020	1	chandigarh	21
50	Hindi Karyshala and other related issues to MSTU	MSTU	13.03.2020	1	Chandigarh	25
51	income tax provision and ITR filling	Dev smaj college	14.03.2020	1	Chandigarh	48