

GOVERNMENT OF ASSAM
DIRECTORATE OF TRAINING
ASSAM ADMINISTRATIVE STAFF COLLEGE
KHANAPARA: GUWAHATI

Office Order
No. AASC (T/C)12/2014/122, Dated the 7th December, 2016

In view of transfer of faculties. The Training Calendar of Assam Administrative Staff College for the year 2016-17 has been revised and hereby issued as per **Annexure-I**.

All Course Directors will make necessary arrangements accordingly. The Design and Programme Schedules for each Course along with the cost estimates for the same will be prepared and submitted to the Director of Training for approval at least two weeks before the scheduled commencement of each course.

Course Directors will also ensure that the Course Director's Reports are sent to Department of Personnel & Training, Government of India & Government of Assam within one – week of completion of each Course. Participants feedback regarding the training courses should be put up to the Director of Training after completion of each training course.

Sd/-

Director of Training
Assam Administrative Staff College
Khanapara, Guwahati-22

Annexure-I

Revised Training Calendar of Assam Administrative Staff College for the year 2016-17

Sl. No	Code No.	Course Title	Category	Sponsored By	Duration		Course Director	Course Assistant
					From	To		
April, 2016								
1.	2016-17	Civil Service Day	State	GoA	21 st April, 2016		D.Misra	T.Boro
2.	2016-17	Orientation Workshop on SDGs for Forest Officers Centre for SDGs	State	GoA	25 th April, 2016		V.Barua Dr. R.M Dubey	C.Mili
3.	2016-17	Roundtable Discussion Agriculture & Health Department Centre for I&FS	State	GoA	28 th April, 2016		D.Misra	Kakoli Acharyya
4.	2016-17	Transactional Analysis and Resistance to Change Centre for LD	State	GoA	28/04/2016	30/04/2016	K.Rajkhowa	C.Mili
May, 2016								
5.	2016-17	Innovation in Training : Excellence in Professional Performance Centre for I&FS	State	GIZ, Germany	03/05/2016	06/05/2016	D.,Misra	Kakoli Acharyya
6.	2016-17	Minimizing initiation of court cases against Govt. and skill up-gradation in handling such class Centre for Law & Justice	State	GoA	4 th May, 2016		Swapna Dutta/ T.M.Sarmah	Kankan Borah
7.	2016-17	Leadership Skills	State	DoPT/ GoI	23/05/2016	24/05/2016	D.Misra	T.Boro
8.	2016-17	Right to Information Act, 2005	State	GoA	23/05/2016	25/05/2016	K.Rajkhowa	K.Doungel
9.	2016-17	Training in Handling Court Cases Centre for Law & Justice	State	GoA	24/05/2016	26/05/2016	K..Rajkhowa/ T.M.Sarmah	Kankan Borah
10.	2016-17	Facilitation	National	DoPT/ GoI	30/05/2016	01/06/2016	N.Sarma	J.Das
11.	2016-17	Office Procedure & Financial Rules for Officers of Chief Inspector of Factories.	State	GoA	30/05/2016	03/06/2016	S.Roy	C.Mili
12.	2016-17	Direction for Change – Building Scenarios of Growth, Equity and Equality towards sustainable future (Centre for LD)	State	GoA	31/05/2016	02/06/2016	M. Borkotoki	Kakoli Acharyya
June, 2016								
13.	2016-17	Implementing SDGs in Assam Centre for SDGs	State	GoA	01/06/2016	02/06/2016	V.Barua / J C Phukan	C.Mili
14.	2016-17	Departmental Proceedings	State	GoA	01/06/2016	03/06/2016	Arindom Barua	M.Saikia
15.	2016-17	Court Procedure	State	DoPT/ GoI	02/06/2016	04/06/2016	K Rajkhowa	K.Doungel
16.	2016-17	Ethics & Values in Public Governance	State	DoPT/ GoI	06/06/2016	07/06/2016	M Borkotoki	S.Ghosh
17.	2016-17	Cyber Security Centre for e-Governance	State	DoPT/GoI	06/06/2016	08/06/2016	L.N.Thakur	Kankan Borah

18.	2016-17	Accounts , Financial Rules & Office Procedure	State	GoA	06/06/2016	10/06/2016	S.Roy	B.Bhagawati
19.	2016-17	Assam Right to Public Services Act, 2012	State	DoPT/GoI	13/06/2016	15/06/2016	V.Barua	B.Bhagawati
20.	2016-17	Training Needs Analysis	State	GoA	13/06/2016	24/06/2016	N. Sarma	J.Das
21.	2016-17	Implementing SDGs in Assam Centre for SDGs	State	GoA	20/06/2016	21/06/2016	V.Barua / J.C.Phukan	C.Mili
22.	2016-17	Sustainable Development	State	DoPT/GoI	20/06/2016	22/06/2016	D.Misra	T.Boro
23.	2016-17	Gender Issues	State	GoA	20/06/2016	22/06/2016	Monidpa Borkotoki	B.Bhagawati
24.	2016-17	Orientation Course for probationers of Assam-Meghalaya Cadre	State	GoA	20/06/2016	24/06/2016	M. Borkotoki	S.Ghosh
25.	2016-17	M.S. Excel Centre for e-Governance	State	DoPT/GoI	27/06/2016	29/06/2016	N.Sarma	J.Das
26.	2016-17	Mentoring	National	DoPT/GoI	27/06/2016	29/06/2016	L.N.Thakur	S.Ghosh
27.	2016-17	Accounts, Financial Rules for Police Officers serving as DDOs	State	GoA	27/06/2016	01/07/2016	S.Roy	C.Mili
28.	2016-17	Capacity Building to prevent initiation of Court cases against Govt. Centre for Law & Justice	State	GoA	27/06/2016	01/07/2016	K.Rajkhowa / T.M.Sarmah	Kankan Borah
July, 2016								
29.	2016-17	Ethical Decision Making in Government.	State	GoA	04/07/2016	05/07/2016	V.Barua	S.Ghosh
30.	2016-17	Assam SC/ST Reservation Act.	State	GoA	04/07/2016	05/07/2016	K.Rajkhowa	J.Das
31.	2016-17	Master Trainers Certification Programme on e-Prastuti - Standardisation of Websites Centre for e-Governance	State	GoA/IT	04/07/2016	07/07/2016	L.N.Thakur	Kankan Borah
32.	2016-17	One Day Workshop on "Citizen Charter"	State	GoA	16 th July, 2016		D.Misra	S.Rajkumar
33.	2016-17	Innovation in Administration and public service delivery Centre for I&FS	State	GoA	25/07/2016	27/07/2016	D.Misra	Kakoli Acharyya
34.	2016-17	Account, Financial Rules & Office Procedure	State	GoA	25/07/2016	29/07/2016	S.Roy	C.Mili
August, 2016								
35.	2016-17	e-Procurement Centre for e-Governance	State	DoPT/GoI	01/08/2016	02/08/2016	L.N.Thakur	Kankan Borah
36.	2016-17	Innovation in Administration and public service delivery.	State	DoPT/GoI	01/08/2016	03/08/2016	D.Misra	S.Ghosh
37.	2016-17	Innovation in Governance: Perspectives, Challenges and Potential. Centre for I&FS	State	GoA	04/08/2016	05/08/2016	D.Misra	Kakoli Acharyya
38.	2016-17	Workshop on Replication of PM Awarded Good Governance initiatives.	State	DARPG / ASCI	04/08/2016	05/08/2016	Monidipa Borkotoki	S.Ghosh

39.	2016-17	M.S. Word & Power Point Centre for e-Governance	State	DoPT/ GoI	04/08/2016	06/08/2016	N.Sarma	J.Das
40.	2016-17	Departmental Proceedings Centre for Law & Justice	State	GoA	04/08/2016	06/08/2016	K.Rajkhowa/ T.M.Sarmah	K.Doungel
41.	2016-17	Implementing SDGs in Assam Centre for SDGs	State	GoA	08/08/2016	09/08/2016	V.Barua / J .C. Phukan	C.Mili
42.	2016-17	Master Trainers Certification Programme on e-Prastuti - Standardisation of Websites. Centre for e-Governance	State	GoA/ IT	08/08/2016	10/08/2016	N.Sarma	Kankan Borah
43.	2016-17	Office Procedure, Management & Accounts	State	GoA	08/08/2016	12/08/2016	S.Roy	B.Bhagawati
44.	2016-17	Project Management	State	DoPT/ GoI	29/08/2016	31/08/2016	D.Misra	B.Bhagawati
45.	2016-17	Assam Right to Public Services Act, 2012	State	GoA	29/08/2016	31/08/2016	V.Barua	S.Ghosh
46.	2016-17	Leadership & Motivation	State	GoA	29/08/2016	31/08/2016	D.Misra	T.Boro
47.	2016-17	Evaluation of Training (EoT)	National	DoPT/GoI	29/08/2016	02/09/2016	N.Sarma	J.Das
September, 2016								
48.	2016-17	Mid-Career Interactions between the Armed Forces and Civil Services Officers	National	DoPT/ GoI	02/09/2016	03/09/2016	V.Barua	T.Boro
49.	2016-17	Training on e-Procurement Centre for e-Governance	State	GoA (C.F)	05/09/2016	06/09/2016	N.Sarma	Kankan Borah
50.	2016-17	Training of Officers of Employment Wing under DECT, Assam	State	GoA	05/09/2016	09/09/2016	K.Rajkhowa D.Misra	K.Doungel
51.	2016-17	E-Governance Centre for e-Governance	State	GoA	06/09/2016	09/09/2016	L.N.Thakur	Kankan Borah
52.	2016-17	Special One-Week Course for probationers of N.E. & AGMUT Cadres.	State	LBSNAA	12/09/2016	17/09/2016	Swapna Dutta/ M.Borkotoki	S.Ghosh
53.	2016-17	Budget priorities and SDGs Centre for SDGs.	State	GoA	14/09/2016	15/09/2016	V.Barua / R.M. Dubey	C.Mili
54.	2016-17	Assessment of Best Practices in Governance and Public Administration: Approaches and Methodologies. Centre for I&FS	State	GoA	14/09/2016	15/09/2016	D.Misra	Kakoli Acharyya
55.	2016-17	Two day Regional Conference on Path Breaking and High Impact Initiatives. In Citizen Centric Service Delivery	National	DARPG/ GoI	15/09/2016	16/09/2016	M.Borkotoki	T.Boro
56.	2016-17	Change Management.	State	GoA	19/09/2016	21/09/2016	V.Barua	T.Boro
57.	2016-17	Accounts , Financial Rules & Office Procedure	State	GoA	19/09/2016	23/09/2016	S.R.Roy	C.Mili
58.	2016-17	Two-Week North East Darshan for probationers of N.E. & AGMUT Cadres	State	LBSNAA	19/09/2016	30/09/2016	Swapna Dutta/ M.Borkotoki	S.Ghosh
59.	2016-17	e - Prastuti - Standardisation of Websites. Refreshers Course Batch-1 & 2 Centre for e-Governance	State	GoA/ IT	20/09/2016	21/09/2016	L.N .Thakur	Kankan Borah

60.	2016-17	e-Procurement Centre for e-Governance	State	DoPT/ GoI	26/09/2016	27/09/2016	N.Sarma	Kankan Borah
61.	2016-17	MoT Programme for District Training Managers of Fishery Department	State	GoA	26/09/2016	30/09/2016	K.Rajkhowa	J.Das
October, 2016								
62.	2016-17	Innovation Lab for CMSGUY Centre for SDGs & I&FS	State	GoA	03/10/2016	04/10/2016	V.Barua / R.M. Dubey	Kakoli Acharyya Anupam Neog
63.	2016-17	Cyber Security Centre for e-Governance	State	GoA	03/10/2016	05/10/2016	L.N.Thakur	Kankan Borah
64.	2016-17	Court Procedure	State	DoPT/ GoI	03/10/2016	05/10/2016	Swapna Dutta	K.Doungel
65.	2016-17	Training on e-Procurement Centre for e-Governance	State	GoA (C.F)	18/10/2016	19/10/2016	L.N.Thakur	Kankan Borah
66.	2016-17	Two Week Joint Induction Training Course for ACS and Allied Services.	State	GoA	18/10/2016	28/10/2016	Swapna Dutta K.Rajkhowa	S.Ghosh T.Boro K.Doungel Rohan Das
67.	2016-17	Workplace Creativity & Stress Management Centre for L.D.	State	GoA	18/10/2016	20/10/2016	Monidipa Borkotoki	Bhargav Jyoti Bora
68.	2016-17	Labour Management and Enforcement of Labour Laws for Labour Officers / Inspectors	State	GoA	19/10/2016	21/10/2016	N. Sarma	C.Mili
69.	2016-17	Accounts, Financial Rules & Procurement Procedure for Police – DDOs, DSP, SPs & Commandants	State	DoPT/ GoI	24/10/2016	26/10/2016	S.R.Roy	C.Mili
70.	2016-17	Revenue Administration (Backlog)	State	DoPT/ GoI	24/10/2016	26/10/2016	Monidipa Borkotoki	J.Das
71.	2016-17	Transferring and Adapting Best Practices and Innovation: Approach Centre for I&FS	State	GoA	27/10/2016	28/10/2016	K.Rakhowa/ R.M. Dubey	Kakoli Acharyya
72.	2016-17	Sensitization workshop on Implementation of STP with special emphasis on adoption of Systematic Approach to Training by department/ directorates	State	GoA	31 st October, 2016		V.Barua	C.Mili
73.	2016-17	“Discover You” and Self Motivation Centre for L.D.	State	GoA	31 st October, 2016		Monidipa Borkotoki	Bhargav Jyoti Bora
November, 2016								
74.	2016-17	SDGs and State Priorities Centre for SDGs	State	GoA	01/11/2016	03/11/2016	V.Barua / R..M. Dubey	Anupam Neog.
75.	2016-17	Innovation in Administration and public service delivery Centre for I&FS	State	GoA	01/11/2016	03/11/2016	K.Rajkhowa/ R.M. Dubey	Kakoli Acharyya
76.	2016-17	4 – Week Foundation Course for ACS (P) Officers 2016 Batch	State	GoA	01/11/2016	28/11/2016	Swapna Dutta K.Rajkhowa	T.Boro K.Doungel Rohan Das
77.	2016-17	Master Trainers Certification Programme on e-Prastuti - Standardisation of Websites Centre for e-Governance	State	GoA/ IT	02/11/2016	05/11/2016	L.N.Thakur	Kankan Borah

78.	2016-17	Right to Information Act Centre for Law & Justice	State	GoA	07/11/2016	08/11/2016	L.N.Thakur T.M.Sarmah	DibbyaJyoti Sarrma
79.	2016-17	Transformation Leadership Centre for L.D.	State	GoA	07/11/2016	09/11/2016	Monidipa Borkotoki	Bhargav Jyoti Bora
80.	2016-17	e-Governance Centre for e-Governance	State	DoPT/ GoI	07/11/2016	09/11/2016	N.Sarma	Kankan Borah
81.	2016-17	ToT on Induction Training Programme at AASC	State	DoPT/GoI	10/11/2016	11/11/2016	Monidipa Borkotoki	C.Mili
82.	2016-17	Induction Training Programme for 2 nd phase of 5 districts	Sate	DoPT/GoI	15/11/2016	26/11/2016	Monidipa Borkotoki	C.Mili / Rohan Das
83.	2016-17	Pre-Examination Coaching Programme.	State	GoA	16/11/2016	April.2017	V.Barua	S.Ghosh
84.	2016-17	Master Trainers Certification Programme on e-Prastuti - Standardisation of Websites. Centre for e-Governance	State	GoA/ IT	21/11/2016	23/11/2016	L.N.Thakur	Kankan Borah
85.	2016-17	Attitudinal Change Mechanics Centre for L.D.	State	GoA	22/11/2016	23/11/2016	Monidipa Borkotoki	Bhargav Jyoti Bora
86.	2016-17	Human Rights & Peace and Conflict Management Centre for L.D.	State	GoA	28/11/2016	30/11/2016	Monidipa Borkotoki	Bhargav Jyoti Bora
87.	2016-17 ###	Workshop on partnership Academic Institutions for achieving SDGs Centre for SDGs	State	GoA	29 th November, 2016		V.Barua Dr. R.M. Dubey J.C. Phukan	Anupam Neog
December, 2016								
88.	2016-17	Cyber Security Centre for e-Governance	State	DoPT/ GoI	05/12/2016	07/12/2016	L.N.Thakur	B.Bhagawati
89.	2016-17	SDGs and State Priorities Centre for SDGs	State	GoA	05/12/2016	07/12/2016	V.Barua J.C.Phukan	Anupam Neog
90.	2016-17	ToT on Intensive Training Programme for the functionaries of Revenue & Disaster Management Department.	State	DoPT/GoI	05/12/2016	09/12/2016	Rituparna Chakraborty	T.Boro/ K.Doungel
91.	2016-17	Rapid Visual Screening of Building for Earthquake Risk Mitigation.	State	NIDM	06/12/2016	08/12/2016	Arindom Barua	M.Saikia/ J.Daimary
92.	2016-17	Master Trainers Certification Programme on e-Prastuti - Standardisation of Websites. Centre for e-Governance	State	GoA/ IT	12/12/2016	15/12/2016	N.Sarma	Rohan Das
93.	2016-17	Direct Trainer Skills (DTS)	National	DoPT/GoI	12/12/2016	16/12/2016	L.N.Thakur	Jagannath Das
94.	2016-17	Induction Training Programme for Meghalaya Civil Service probationers	State	MATI	13/12/2016	15/12/2016	K.Rajkhowa	C.Mili
95.	2016-17	Capacity building to prevent initiation of Court cases against Govt. with specific reference to Health department (Health & Family Welfare Department Officers (Administrative & Legal Matter) Centre for Law & Justice	State	GoA	19/12/2016	20/12/2016	Swapna Dutta T.M.Sarmah	DibbyaJyoti Sarrma

96.	2016-17	e-Governance Centre for e-Governance	State	DoPT/ GoI	19/12/2016	21/12/2016	N.Sarma	Jagannath Das
97.	2016-17	Design of Training (DoT)	National	DoPT/GoI	19/12/2016	23/12/2016	V.Barua	S.Ghosh
98.	2016-17	Making Change Easy (Change Management) Centre for L.D.	State	GoA	19/12/2016	21/12/2016	Monidipa Borkotoki	Bhargav Jyoti Bora
99.	2016-17	ToT on Intensive Training Programme for the functionaries of Revenue & Disaster Management Department.	State	DoPT/GoI	19/12/2016	23/12/2016	K.Rajkhowa	T.Boro/ K.Doungel
100.	2016-17	Presentation & Communication Skills	State	DoPT/ GoI	20/12/2016	22/12/2016	V.Barua	S.Ghosh
101.	2016-17	One day e-evaluation of Master Trainer of e-Prastuti training (3 rd & 4 th Batch) Centre for e-Governance	State	GoA/IT	23/12/2016		L.N.Thakur	Dibhya Jyoti Sarrma
102.	2016-17	Workshop on Promoting Innovation : Agriculture, Health, Education & Transport. Centre for I&FS	State	GoA	26/12/2016	27/12/2016	K.Rajkhowa R.M.Dubey	Bhargav Jyoti Bora
103.	2016-17	Knowledge, Management & Institutional Learning Centre for I&FS	State	GoA	28/12/2016	29/12/2016	K.Rajkhowa/ R.M. Dubey	Bhargav Jyoti Bora
104.	2016-17	Facilitation	National	DoPT/ GoI	28/12/2016	30/12/2016	Swapna Dutta Zahid Chistie	Jagannath Das
105.	2016-17	Competency Based Training	State	GoA	28/12/2016	30/12/2016	Monidipa Borkotoki	C.Mili
106.	2016-17	ToT on Intensive Training Programme for the functionaries of Revenue & Disaster Management Department.	State	GoA	28/12/2016	30/12/2016	Rituparna Chakraborty	T.Boro
107.	2016-17	Workshop on Social Impact of Drug Trafficking Centre for Law & Justice	State	GoA	30 th December, 2016		Swapna Dutta Zahid Chistie	Dibhya Jyoti Sarrma

January, 2017

108.	2016-17	e-Procurement Centre for e-Governance	State	DoPT/ GoI	02/01/2017	03/01/2017	L.N.Thakur	B.Bhagawati
109.	2016-17	Innovation in Administration & Public service delivery Centre for I&FS	State	GoA	02/01/2017	04/01/2017	K.Rajkhowa R.M.Dubey Rituparna Chakraborty	Bhargav Jyoti Bora
110.	2016-17	Training Course on for Officers of SCERT	State	GoA/ SCERT	02/01/2017	06/01/2017	Rituparna Chakraborty	C.Mili
111.	2016-17	Training on handling Court cases with particulars reference to functional domain of the department (Education Deptt.) Centre for Law & Justice	State	GoA	02/01/2017	06/01/2017	Swapna Dutta/ T.M.Sarmah Zahid Chistie	Dibhya Jyoti Sarrma
112.	2016-17	ACS Officers on Office Procedure of Secretariat	State	GoA	02/01/2017	06/01/2017	Zahid Chistie	Jagannath Das
113.	2016-17	SDGs – Effective Implementation Centre for SDGs	State	GoA	09/01/2017	10/01/2017	K. Rajkhowa Dr.R.M. Dubey	Anupam Neog
114.	2016-17	ToT on Good Governance (2 nd ARC Module)	State	GoA	09/01/2017	11/01/2017	Rituparna Chakravorty	T.Boro

115.	2016-17	Magistracy Course for ACS Officers (Backlog)	State	DoPT/ GoI	09/01/2017	11/01/2017	K.Rajkhowa	Dibya Jyoti Sarma
116.	2016-17	ToT on Induction Training Programme at AASC	State	DoPT/GoI	11/01/2017	12/01/2017	Monidipa Borkotoki	C.Mili
117.	2016-17	Brain storming session on Land Revenue Administrator under Intensive Training Programme	State	DoPT/ GoI	12/01/2017		Rituparna Chakraborty	C.Mili
118.	2016-17	In-service Training Programme at YASHADA	State	GoA	16/01/2017	28/01/2017	Swapna Dutta	B.Talukdar
119.	2016-17	Ethical Issues (Ethics in Governance & Delivery Centre for L.D.	State	GoA	19/01/2017	20/01/2017	Rituparna Chakravorty	Bhargav Jyoti Bora
120.	2016-17	ToT on Good Governance Centre for I&FS	State	GoA	19/01/2017	21/01/2017	K.Rajkhowa/ R.M. Dubey R.Chakraborty	B.Bhagawati
121.	2016-17	Workshop on Problems in dealing with Court cases for Deputy Commissioners Centre for Law & Justice	State	GoA	30 th January, 2017		Swapna Dutta/ Zahid Chistie// T.M.Sarmah	Dibhya Jyoti Sarma
122.	2016-17	Master Trainers Certification Programme on e-Prastuti - Standardisation of Websites Centre for e-Governance	State	GoA/ IT	30/01/2017	03/02/2017	L.N.Thakur	Robin Bhatta
February, 2017								
123.	2016-17	Training on ST/SC Reservation Policy Centre for Law & Justice	State	GoA	02/02/2017	03/02/2017	Zahid Chistie T.M.Sarmah	Dibhya Jyoti Sarma
124.	2016-17	Innovations & Managing Change Centre for I&FS	State	GoA	02/02/2017	04/02/2017	K.Rajkhowa/ R.M. Dubey Rituparna Chakraborty	Bhargav Jyoti Bora
125.	2016-17	Revenue Administration (Backlog)	State	DoPT/GoI	02/02/2017	04/02/2017	Sarangapani Sharma	K. DOUNGEL
126.	2016-17	Workshop on Issues involved in man-animal conflict for Officers of IFS	National	GoI	06/02/2017	07/02/2017	Swapna Dutta Zahid Chistie	T.Boro
127.	2016-17	In-service Training Programme at Singapore.	State	GoA	06/02/2017	10/02/2017	K.Rajkhowa/ L.N.Thakur	B.Bhagawati
128.	2016-17	Training Course on for Officers of SCERTx	State	GoA/ SCERT	06/02/2017	10/02/2017	Rituparna Chakraborty	C.Mili
129.	2016-17	Working in Teams Centre for LD	State	GoA	08/02/2017	10/02/2017	Kajori Rajkhowa	Bhargav Jyoti Bora
130.	2016-17	SDGs – Effective Implementation. Centre for SDGs	State	GoA	13/02/2017	14/02/2017	Sarangapani Sharma J.C.Phukan	Anupam Neog
131.	2016-17	Linux & Libre Office Centre for e-Governance	State	GoA	13/02/2017	17/02/2017	N.Sarma	Jagannath Das
132.	2016-17	Leadership & Management for Officers of Panchayat & Rural Development	State	GoA	13/02/2017	17/02/2017	K.Rajkhowa	S.Ghosh
133.	2016-17	Mandatory In-Service Training Programme for ACS Officer x	State	GoA	13/02/2017	24/02/2017	Zahid .Chistie	T.Boro/ K.DOUNGEL
134.	2016-17	Magistracy for ACS Officers Centre for Law & Justice	State	GoA	20/02/2017	22/02/2017	Zahid Chistie T.M.Sarmah	Dibhya Jyoti Sarma
135.	2016-17	Creativity & Innovation at Workplace Centre for I&FS	State	GoA	20/02/2017	22/02/2017	K.Rajkhowa/ R.M.Dubey Rituparna Chakraborty	Bhargav Jyoti Bora

136.	2016-17	Training Course on for Officers of SCERT x	State	GoA/ SCERT	20/02/2017	24/02/2017	Rituparna Chakraborty	S.Ghosh
137.	2016-17	In-Service Training programme at ATI, Mysore	State	GoA	20/02/2017	03/03/2017	K.Rajkhowa Sarangapani Sharma	C.Mili
138.	2016-17	e-Governance (Project Life Cycle) Centre for e-Governance	State	GoA (C.F)	27/02/2017	01/03/2017	N.Sarma	Rohan Das
139.	2016-17	Competency Based Training	State	GoA	27/02/2017	01/03/2017	L.N.Thakur	J.Das
140.	2016-17	Interpersonal Relations & Communication. Centre for L D	State	GoA	28/02/2017	02/03/2017	Rituparna Chakravorty.	Bhargav Jyoti Bora
March, 2017								
141.	2016-17	Training in handling Court Cases with particular reference to functional domain of work department Centre for Law & Justice	State	GoA	02/03/2017	04/03/2017	Zahid Chistie T.M.Sarmah	Dibhya Jyoti Sarrma
142.	2016-17	Innovations and Leadership Centre for I&FS	State	GoA	06/03/2017	08/03/2017	K.Rajkhowa/ R.Chakraborty	Bhargav Jyoti Bora
143.	2016-17	Office Procedure & Ethics and Values for Officers of DIPR	State	GoA/ DIPR	14/03/2017	18/03/2017	Zahid Chistie	Dibhya Jyoti Sarrma
144.	2016-17	One day Orientation programme of SPIOs and first Appellate Authorities of Guwahati on the RTI, Act 2005.	State	GoA/ Assam Information Commission	16 th March, 2017		Sarangapani Sharma	S.Ghosh
145.	2016-17	Workshop on Bigdata. Analytics. Centre for e-Governance	State	GoA (C.F)	17 th March, 2017		L.N.Thakur	Rohan Das
146.	2016-17	Capacity Building Training for officers of FCS & CA department	State	GoA/ FCS&CA	20/03/2017	24/03/2017	K.Rajkhowa	J.Das
147.	2016-17	Information Security Management Centre for e-Governance	State	GoA (C.F)	22/03/2017	24/03/2017	L.N.Thakur	Rohan Das
148.	2016-17	e-Governance (Government Process Reengineering) Centre for e-Governance	State	GoA (C.F)	28/03/2017	30/03/2017	N.Sarma	Rohan Das
149.	2016-17	Urban Planning Management	State	DoPT/GoI	28/03/2017	30/03/2017	Sarangapani	R.Bhatta
150.	2016-17	Gender Sensitization	State	DoPT/GoI	28/03/2017	30/03/2017	K.Rajkhowa/ Zahid Chistie	C.Mili
151.	2016-17	Workshop on partnership with industries/business houses for achieving SDGs Centre for SDGs	State	GoA	30 th March, 2017		Sarangapani Sharma Dr. R.M. Dubey	Anupam Neog
12-day Induction Training Programme for Grade-III Staff in District								
152.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Bongaigaon	State	DoPT/GoI	15/11/2016	26/11/2016	Monidipa Borkotoki	C,Mili/ Rohan
153.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Karimganj	State	DoPT/GoI	15/11/2016	26/11/2016	Monidipa Borkotoki	C,Mili/ Rohan

154.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Siva-Sagar	State	DoPT/GoI	15/11/2016	26/11/2016	Monidipa Borkotoki	C,Mili/Rohan
155.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Sonitpur	State	DoPT/GoI	15/11/2016	26/11/2016	Monidipa Borkotoki	C,Mili/Rohan
156.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Udalguri	State	DoPT/GoI	15/11/2016	26/11/2016	Monidipa Borkotoki	C,Mili/Rohan
157.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Morigaon	State	DoPT/GoI	20/02/2017	03/03/2017	Monidipa Borkotoki	C,Mili/Rohan
158.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Morigaon	State	DoPT/GoI	20/02/2017	03/03/2017	Monidipa Borkotoki	C,Mili/Rohan
159.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Barpeta	State	DoPT/GoI	20/02/2017	03/03/2017	Monidipa Borkotoki	C,Mili/Rohan
160.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Karbi-Anglong	State	DoPT/GoI	20/02/2017	03/03/2017	Monidipa Borkotoki	C,Mili/Rohan
161.	2016-17	12-day Induction Training Programme for Grade-III Staff recruited in the last two - three years at Kamrup	State	DoPT/GoI	20/02/2017	03/03/2017	Monidipa Borkotoki	C,Mili/Rohan
162.	2016-17	3-Day Intensive Training for the functionaries & Disaster Management (59 th Batches in 25 Districts)	State	DoPT/GoI			Swapna Dutta Deka	T.Boro

Secretariat Training School for the year 2016-17

Sl. No.	Year	Group	Batch	Sponsored By	From	To	Nos. of participants
1.	2016-17	Group - B	Batch - 37	GoA	01/07/2016	25/07/2016	35
2.	2016-17	Group - A	Batch - 117	GoA	10/08/2016	06/09/2016	35
3.	2016-17	Group - B	Batch - 38	GoA	15/08/2016	07/10/2016	35
4.	2016-17	Group - A	Batch - 118	GoA	01/11/2016	23/11/2016	35
5.	2016-17	Group - B	Batch - 39	GoA	18/01/2017	14/02/2017	35
6.	2016-17	Group - A	Batch - 119	GoA	15/03/2017	07/04/2017	35

N.B. There may be changed of dates & Course Directors or cancellation & deferment of certain training courses due to various unavoidable factors and circumstances.