

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

**Office Order**

**No. AASC (T/C) 38/2017/96, Dated the Guwahati the 24<sup>th</sup> April, 2018**

A Training Calendar of Assam Administrative Staff College for the year 2018-19 is 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 to be sent to the 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****Training Calendar of Assam Administrative Staff College for the year 2018-19**

Sl. No	Code No.	Course Title	Category	Sponsored By	Duration		Course Director	Course Assistant
					From	To		
<b>April, 2018</b>								
1.	2018-19	Art of Living	State	GoA	05/04/2018	07/04/2018	K. Rajkhowa	B.Talukdar
2.	2018-19	Civil Service Day	State	GoA	21/04/2018		Zahid Chistie/ Miranda Das	K.Doungel/ S.Rajkumar
<b>May, 2018</b>								
3.	2018-19	One day Orientation cum training on SDG and Developmental Framework for Autonomous Copuncil Executives and Council Members (BTC) (Centre for SDGs)	State	GoA	10/05/2019		V.Barua	Dibhya Jyoti Sarma
4.	2018-19	Accounts & Financial Rules	State	DoPT/GoI	14/05/2018	16/05/2018	A.Bordoloi	C.Mili
5.	2018-19	Court Procedure	State	DoPT/GoI	14/05/2018	16/05/2018	R.Chakraborty	Dibhya Jyoti Sarma
6.	2018-19	e-Prastuti for content Manager	State	DoPT/GoI	14/05/2018	16/05/2018	N.Sarma	Rohan Das
7.	2018-19	One day Orientation cum training on SDG and Developmental Framework for Autonomous Council Executives and Council Members (KAAC,) (Centre for SDGs)	State	GoA	24/05/2018		V.Barua	Dibhya Jyoti Sarma
8.	2018-19	Direction for Change – Building Scenarios of Growth, Equity and Equality towards sustainable future (Centre for OD&L)	State	GoA	21/05/2018	23/05/2018	M.Borkotoki	PChoudhury
9.	2018-19	Office Procedure & Service Related Rules	State	DoPT/GoI	21/05/2018	23/05/2018	S.P.Sarma	Dibhya Jyoti Sarma
10.	2018-19	Accounts & Financial Rules, FRSR & DCPS 2005 (Centre for Financial Mgt)	State	GoA	28/05/2018	30/05/2018	A. Bordoloi	C.Mili
11.	2018-19	e-Prastuti Master Trainer Certification Programme (Centre for e-Governance)	State	GoA	28/05/2018	31/05/2018	L.N.Thakur	Rohan Das
12.	2018-19	Orientation Training Course for IAS probationers	State	GoA	29/05/2018	02/06/2018	V.Barua	S.Ghosh
13.	2018-19	One day orientation training on SDG and Developmental Framework for Development Council & Executives (Centre for SDGs)	State	GoA	29/05/2018		V.Barua	Dibhya Jyoti Sarma
<b>June, 2018</b>								
14.	2018-19	e-Prastuti Master Trainer Certification Evaluation (Centre for e-Governance)	State	GoA	01/06/2018		N.Sarma	J. Das

15.	2018-19	AFR & Contingency manual, duties and responsibilities of DDOs for HoDs. <b>(Centre for Financial Mgt)</b>	State	GoA	04/06/2018	06/06/2018	A.Bordoloi	B.Bhagawati
16.	2018-19	Man Animal conflict: all DCs, Forest Department Officer. <b>(General Course)</b>	State	GoA	04/06/2018	06/06/2018	S.P.Sharma	C.Mili
17.	2018-19	Direct Trainer Skills (DTS) (National Level)	National	DoPT/GoI	04/06/2018	08/06/2018	L.N.Thakur	K.Doungel
18.	2018-19	Mobile Application Development for North East Region.	Regional	NIC	04/06/2018	08/06/2018	N.Sarma	Gaurab Jyoti Phukan
19.	2018-19	Workplace Creativity & Stress Management <b>(Centre for OD&amp;L)</b>	State	GoA	11/06/2018	13/06/2018	M.Borkotoki	S.Rajkumar
20.	2018-19	Design of Training (DoT) (National Level)	National	DoPT/GoI	11/06/2018	15/06/2018	L.N.Thakur	C.Mili
21.	2018-19	One day orientation training on SDG and Developmental Framework for Development Council & Executives <b>(Centre for SDGs)</b>	State	GoA	13/06/2018		V.Barua	Dibhya Jyoti Sarma
22.	2018-19	Departmental Proceedings	State	DoPT/GoI	18/06/2018	20/06/2018	K.Rajkhowa	K.Doungel
23.	2018-19	Stress Management <b>(General Course)</b>	State	GoA	18/06/2018	20/06/2018	S.P.Sharma	C.Mili
24.	2018-19	Leading effective Meetings <b>(General Course)</b>	State	GoA	25/06/2018	27/06/2018	K.Rajkhowa	J. Das
25.	2018-19	Accounts, Financial Rules & Procurement, Procedure for Police DDOs DSPs & SPs	State	DoPT/GoI	25/06/2018	27/06/2018	A.Bordoloi	B.Bhagabati
26.	2018-19	Information Security Management	State	DoPT/GoI	25/06/2018	27/06/2018	N.Sarma	C.Mili
27.	2018-19	Sustainable Development	State	DoPT/GoI	25/06/2018	27/06/2018	S.P.Sarma	S.Ghosh
28.	2018-19	One day orientation training on SDG and Developmental Framework for Development Council & Executives <b>(Centre for SDGs)</b>	State	GoA	28/06/2018		V.Barua	Dibhya Jyoti Sarma
29.	2018-19	Creating a culture of innovation <b>(Centre for I&amp;FS)</b>	State	GoA	28/06/2018	30/06/2018	R.Chakraborty	PChoudhury
30.	2018-19	Defending cases in Courts with hands on exercises <b>(Centre for LJ &amp; HR)</b>	State	GoA	29/06/2018	30/06/2018	Zahid Chistie	Dibhya Jyoti Sarma
<b>July, 2018</b>								
31.	2018-19	Training on IT Act, 2000 & Cyber Security in collaboration with NISG, Hyderabad <b>(Centre for LJ &amp; HR)</b>	State	GoA	02/07/2018	03/07/2018	Zahid Chistie	B.Talukdar
32.	2018-19	e-Prastuti Content Manager Refresher <b>(Centre for e-Governance)</b>	State	GoA	02/07/2018	03/07/2018	L.N.Thakur	Rohan Das
33.	2018-19	Preventing & Handling Workplace Harassment & Discrimination <b>(General Course)</b>	State	GoA	02/07/2018	04/07/2018	K.Rajkhowa	K.Doungel

34.	2018-19	Workshop on Govt. officers & Govt. Advocate interface in collaboration with NLUJAA, Guwahati <b>(Centre for LJ&amp;HR)</b>	State	GoA	07/07/2018		Zahid Chistie	Dibyaa Jyoti Sarma
35.	2018-19	Creativity and Change Management <b>(Centre for I&amp;FS)</b>	State	GoA	09/07/2018	11/07/2018	R.Chakraborty	PChoudhury
36.	2018-19	Accounts & Financial Rules (Reference to Pension Rules, NDCPS 2005) <b>(Centre for Financial Mgt)</b>	State	GoA	09/07/2018	11/07/2018	A. Bordoloi	C.Mili
37.	2018-19	Presentation & Communication Skills	State	DoPT/GoI	09/07/2018	11/07/2018	K.Rajkhowa	K.Doungel
38.	2018-19	North Eastern Darshan of Arunachal Pradesh Civil Service	State	Arunachal Pradesh	13/07/2018	14/06/2018	R.Chakraborty	S.Ghosh.
39.	2018-19	Ethical Decision Making in Governance	State	DoPT/GoI	16/07/2018	17/07/2018	V.Barua	B.Bhagawati
40.	2018-19	“Discover You” and Self Motivation Transformational Leadership <b>(Centre for OD&amp;L)</b>	State	GoA	16/07/2018	18/07/2018	M.Borkotoki	Rohan Das
41.	2018-19	Training Needs Analysis (TNA)	National	DoPT/GoI	16/07/2018	21/07/2018	Z. Chistie	B.Talukdar
42.	2018-19	Accounts, Financial Rules special reference to public procurement, procedure, guidelines etc. FFR 2005 <b>(Centre for Financial Mgt)</b>	State	GoA	23/07/2018	25/07/2018	A. Bordoloi	B.Bhagabati H.Goswami
43.	2018-19	Disaster Management: In organisation, DM plan preparation, emergency medical services in disaster, precautions etc. <b>(General Course)</b>	State	GoA	23/07/2018	25/07/2018	K.Rajkhowa	K.Doungel
44.	2018-19	Training on Cabinet Memorandum <b>(Centre for LJ &amp; HR)</b>	State	GoA	23/07/2018	27/07/2018	Zahid Chistie	Dibyaa Jyoti Sarma
45.	2018-19	Workshop on “Determining the Role of Youth in making Assam a Tobacco Free State <b>(Centre for LJ&amp;HR)</b>	State	GoA	24/07/2018		Zahid Chistie	Dibyaa Jyoti Sarma
46.	2018-19	One day orientation training on CM.s initiatives for Implementation of Assam Agenda: 2030 for Lead and Cross cutting Department <b>(Centre for SDGs)</b>	State	GoA	27/07/2018		V.Barua	Dibyaa Jyoti Sarma
47.	2018-19	Transactional Analysis and Resistance to Change <b>Centre for OD&amp;L)</b>	State	GoA	30/07/2018	01/08/2018	M.Borkotoki	PChoudhury
<b>August, 2018</b>								
48.	2018-19	e-Procurement	State	DoPT/GoI	01/08/2018	03/08/2018	L.N.Thakur	J. Das
49.	2018-19	Accounts, & Financial Rules, Finance Accounts, Appropriation Accounts etc. <b>(Centre for Financial Mgt)</b>	State	GoA	02/08/2018	04/08/2018	A. Bordoloi	C.Mili H.Goswami

50.	2018-19	5-Day Training course on Accounts & Financial Rules (for the Staff of AASC) <b>(Centre for Financial Mgt)</b>	State	GoA	03/08/2018	08/08/2018	A.Bordoloi	C.Mili H.Goswami
51.	2018-19	e-Office Advance Course	State	DoPT/GoI	06/08/2018	07/08/2018	L.N.Thakur	PChoudhury
52.	2018-19	Essential Time Management & Organisation Skills <b>(General Course)</b>	State	GoA	08/08/2018	10/08/2018	V.Barua	S.Ghosh
53.	2018-19	e-Prastuti Advance Programme for content Manager <b>(Centre for e-Governance)</b>	State	GoA	13/08/2018	14/08/2018	L.N.Thakur	B.Talukdar H.Goswami
54.	<b>2018-19</b>	Workshop on rehabilitation of Street Children in Collaboration with NLUJAA, Guwahati and Assam State Child Protection Society. <b>(Centre for LJ &amp;HR)</b>	<b>State</b>	<b>GoA</b>	<b>20/08/2018</b>	<b>21/08/2018</b>	<b>Zahid Chistie</b>	<b>Dibyya Jyoti Sarma</b>
55.	2018-19	e-Office Basic Course	State	DoPT/GoI	20/08/2018	21/08/2018	N.Sarma	Rohan Das
56.	<b>2018-19</b>	2 <sup>nd</sup> Round of District Training on SDG Manual to SPOs/ADC/DDCs for Implementation of SDGs at grassroots level <b>(Centre for SDGs)</b>	<b>State</b>	<b>GoA</b>	<b>21/08/2018</b>		<b>V.Baua</b>	<b>Dibhya Jyoti Sarma</b>
57.	2018-19	Financial Rules & Accounts (Reference to DPR, Monitoring evaluation, report submission) <b>(Centre for Financial Mgt)</b>	State	GoA	27/08/2018	29/08/2018	A. Bordoloi	B.Bhagawati H.Goswami
58.	2018-19	Training Course for ARCS and Sub-Registrar of Cooperation Department	State	Coop Dept/ GoA	27/08/2018	29/08/2018	Zahid Chistie/ K.Rajkhowa	B.Talukdar
59.	2018-19	Network and Security for NIC, NE Region at AASC	State	NIC	27/08/2018	30/08/2018	N. Sarma	Rohan Das
60.	2018-19	Special one Week training for IAS Officers trainees of North East & AGMUT Cadre.	State	LBSNAA	27/08/2018	01/09/2018	R.Chakraborty	S.Ghosh
<b>September, 2018</b>								
61.	2018-19	North East Darshan for IAS Officer Trainees	State	LBSNAA	02/09/2018	15/09/2018	R.Chakraborty	S.Ghosh
62.	2018-19	Training on laws related to specific Departments (Centre for LJ & HR)	State	GoA	04/09/2018	05/09/2018	Zahid Chistie	Dibyya Jyoti Sarma
63.	2018-19	Accounts, Financial Rules & Procurement procedure for Police DDOs, DSPs, SPs <b>(Centre for Financial Mgt)</b>	State	GoA	05/09/2018	07/09/2018	A. Bordoloi	C.Mili H.Goswami
64.	2018-19	Right to Information Act, 2005	State	DoPT/GoI	12/09/2018	14/09/2018	K.Rajkhowa	K.Doungel J..Sarma
65.	2018-19	Training on Revenue Court Procedure <b>(Centre for LJ &amp; HR)</b>	State	GoA	13/09/2018	14/09/2018	Zahid Chistie	Dibyya Jyoti Sarma
66.	2018-19	e – Office Basic Course <b>(Centre for e-Governance)</b>	State	GoA	13/09/2018	14/09/2018	N.Sarma	Rohan Das H.Goswami

67.	2018-19	Secretariat attachment of IAS (P) Assam – Meghalaya Cadre	State	GoA/ AASC(S) fund	17/09/2018	21/09/2018	R.Chakraborty	S.Ghosh
68.	2018-19	One Day Brain Storming Workshop on SDG Manual for the Council Level Officers of Autonomous Councils	State	GoA	20/09/2018		V.Barua	SDGs Teams
69.	2018-19	Government Process Reengineering (GPR) <b>(Centre for e-Governance)</b>	State	GoA	24/09/2018	25/09/2018	L.N.Thakur	Rohan Das H.Goswami
70.	2018-19	Financial Management & Accounts (AFR & BM Act etc.) <b>(Centre for Fin. Mgt)</b>	State	GoA	24/09/2018	26/09/2018	A.Bordoloi	C.Mili H.Goswami
71.	2018-19	Managing Change – Tools for successful Transitions (General Course)	State	GoA	24/09/2018	26/09/2018	N.Sarma	B. Deka
72.	2018-19	3-Day Orientation Training Programme for Section officers of CSS deputed by ISTM and District Attachment of Assam.	State	ISTM	24/09/2018	26/09/2018	S.P.Sharma	<b>C.Mili</b>
73.	<b>2018-19</b>	<b>Two Week Mandatory In-service Training Programme for ACS Officers</b>	<b>State</b>	<b>GoA</b>	<b>24/09/2018</b>	<b>04/09/2018</b>	<b>Zahid Chistie</b>	K.Doungel/ S.Rajkumar
74.	2018-19	State Civil Service Officers of Sikkim	State	Sikkim	25/09/2018	30/09/2018	R.Chakraborty	S.Ghosh
75.	2018-19	One – Day Brainstorming Workshop on “SDG District Manual for the District Level Officers” <b>(Centre for SDGs )</b>	State	GoA	27/09/2018		V.Baura	Dibhya Jyoti Sarma
76.	<b>2018-19</b>	<b>Building &amp; Leading Effective Teams (General Course)</b>	<b>State</b>	<b>GoA</b>	<b>27/09/2018</b>	<b>29/09/2018</b>	<b>S.P.Sharma</b>	<b>C. Mili</b>
77.	2018-19	Training on Action Learning and Exposure Programme 1 (ALEP-1) Module 2 (MFDR) in collaboration with AASC and GIZ, India.	State	GoA/ GIZ, India	27/09/2018	30/09/2018	N.Sarma	Rohan Das/ B. Deka

**October, 2018**

78.	2018-19	E-Office Advance Course <b>(Centre for e-Governance)</b>	State	GoA	04/10/2018	05/10/2018	L.N.Thakur	Rohan Das
79.	2018-19	Financial Rules & Accounts (reference to Audit paras, inspection reports, C & AG reports standing committee matter) <b>(Centre for Financial Mgt)</b>	State	GoA	08/10/2018	10/10/2018	A. Bordoloi	C.Mili H.Goswami
80.	2018-19	e-Prastuti content Managers	State	DoPT/GoI	08/10/2018	10/10/2018	L.N.Thakur	Rohan Das
81.	2018-19	Principles of Project & Contract Management <b>(General Course)</b>	State	GoA	08/10/2018	12/10/2018	Z.Chistie	Dibhya Jyoti Sarma

82.	2018-19	Two days national seminar on Integration of SDGs in Regional Developmental Framework Resource persons from National Institutes, NITI , Aayog, MoSPI, TERI, UN consultants working in the area would be invited <b>(Centre for SDGs)</b>	State	GoA	10/10/2018		V.Barua	Dibhya Jyoti Sarma
83.	2018-19	Goods & Service Tax	State	DoPT/GoI	24/10/2018	26/10/2018	V.Barua	R.Bhatta
84.	2018-19	Attitudinal Change Mechanics Making Change Easy (Change Management) <b>(Centre for O&amp;LD)</b>	State	GoA	24/10/2018	26/10/2018	M.Borkotoki	B. Deka
85.	2018-19	Pre-Examination coaching for CCS Examination	State	GoA	24/10/2018		V.Barua	S.Ghosh
86.	2018-19	Handling of cases by Executive Magistrates <b>(Centre for LJ &amp; HR)</b>	State	GoA	29/10/2018	30/10/2018	Zahid Chistie	Dibhya Jyoti Sarma
87.	2018-19	Financial Management & Accounts (Reference to AFR, DFPR, AMAR, FR&SR of HoDs) <b>(Centre for Financial Mgt)</b>	State	GoA	29/10/2018	31/10/2018	A. Bordoloi	C.Mili H.Goswami
88.	2018-19	Sensitization of Govt. Functionaries on Minority Communities	State	DoPT/GoI	29/10/2018	31/10/2018	R.Chakraborty	C.Mili
89.	2018-19	Working in Teams <b>Centre for OD&amp;L)</b>	State	GoA	29/10/2018	31/10/2018	M.Borkotoki	Jyotirmoy Sarma
<b>November, 2018</b>								
90.	2018-19	Financial Management (Reference to Financial Powers, timelines, sanctions, TSA/A) AC bills <b>(Centre for Financial Mgt)</b>	State	GoA	01/11/2018	03/11/2018	A. Bordoloi	C.Mili H.Goswami
91.	2018-19	Innovation and Good Governance in collaboration CIPs , Hyderabad <b>(Centre for I&amp;FS)</b>	State	GoA	01/11/2018	03/11/2018	R.Chakraborty	Rohan Das
92.	2018-19	Training Course for ARCS, Sub-Registrar of Cooperation Department	State	Coop Dept/ GoA	01/11/2018	03/11/2018	Zahid Chistie K.Rajkhowa	B.Talukdar
93.	2018-19	Information Security Management. <b>(Centre for e-Governance)</b>	State	GoA	02/11/2018	03/11/2018	N.Sarma	Bidyut Deka
94.	2018-19	Workshop on “Leadership in Changing Environment” <b>Centre for OD&amp;L)</b>	State	GoA	07/11/2018	09/11/2018	M.Borkotoki	R.Bhatta
95.	2018-19	Role & Responsibilities of DDOs	State	DoPT/GoI	07/11/2018	09/11/2018	S.R.Roy	C.Mili
96.	2018-19	Advocacy Campaign for Nutrition Deficient Districts (District training in collaboration with DCs Office) <b>(Centre for SDGs)</b>	State	GoA	08/11/2018		V.Barua	Dibhya Jyoti Sarma

97.	2018-19	Pre-Examination Coaching for Civil Service Examination, 2018 for the aspirant of Tea Tribes Communities	State	GoA	10/11/2018	April, 2019	Zahid Chistiee	S.Ghosh
98.	2018-19	Training Programme for Civil Service Officers & other State officers at LKYSPP, Singapore	State	GoA	12/11/2018	16/11/2018	Smti. V.Barua	K.Doungel/ M. Saikia
99.	2018-19	Workshop on Consumer protection Laws & Policy in collaboration with State Consumer redresser Commission <b>(Centre for LJ &amp; HR)</b>	<b>State</b>	<b>GoA</b>	14/11/2018		Zahid Chistie	Dibhya Jyoti Sarma
100.	2018-19	Departmental Proceedings	State	DoPT/GoI	14/11/2018	16/11/2018	K.Rajkhowa	K.Doungel
101.	2018-19	Training course for DRCS & JRCS of Cooperation Department	State	Coop Deptt/ GoA	14/11/2018	16/11/2018	Zahid Chistie	B.Talukdar
102.	2018-19	Induction Training Programme of Asstt. Managers/AIO/SI of Industries & Commerce.	State	Industries & Commerce/ GoA	14/11/2018	20/11/2018	S.P.Sharma	Bidyut Deka
103.	<b>2018-19</b>	<b>Training on conduct rules and disciplinary rules &amp; Departmental proceedings (Centre for LJ &amp; HR)</b>	<b>State</b>	<b>GoA</b>	<b>19/11/2018</b>	<b>20/11/2018</b>	<b>Zahid Chistie</b>	<b>Dibhya Jyoti Sarma</b>
104.	2018-19	Women Empowerment	State	DoPT/GoI	19/11/2018	21/11/2018	M.Borkotoki	M.Saikia
105.	2018-19	Strategy and Innovation <b>(Centre for I&amp;FS)</b>	State	GoA	19/11/2018	22/11/2018	K.Rajkhowa/ R.Chakraborty	PChoudhury
106.	<b>2018-19</b>	<b>Advocacy Campaign for Nutrition Deficient Districts (District training in collaboration with DCs Office) (Centre for SDGs)</b>	<b>State</b>	<b>GoA</b>	<b>21/11/2018</b>		<b>V.Barua</b>	<b>Dibhya Jyoti Sarma</b>
107.	2018-19	Ethical Decision Making in Governance	State	DoPT/GoI	21/11/2018	22/11/2018	V.Barua	C.Mili
108.	<b>2018-19</b>	<b>Training on conduct rules and disciplinary rules &amp; Departmental proceedings (Centre for LJ &amp; HR)</b>	<b>State</b>	<b>GoA</b>	<b>26/11/2018</b>	<b>27/11/2018</b>	<b>Zahid Chistie</b>	<b>Dibhya Jyoti Sarma</b>
109.	2018-19	Financial Management & Accounts (reference to e-Governance) <b>(Centre for Financial Mgt)</b>	State	GoA	26/11/2018	28/11/2018	A. Bordoloi	C.Mili H.Goswami
110.	<b>2018-19</b>	<b>Workshop for Sub-Registrar ARCS, DRCS &amp; IRCS of Cooperation Department</b>	<b>State</b>	<b>Coop Deptt/ GoA</b>	<b>26/11/2018</b>	<b>28/11/2018</b>	<b>Zahid Chistie</b>	<b>B.Talukdar</b>
111.	2018-19	e-Procurement	State	DoPT/GoI	28/11/2018	30/11/2018	L.N.Thakur	Rohan Das/ J. Sarma
112.	2018-19	One Day Workshop on IT Park & Innovation <b>(Centre for I&amp;FS)</b>	State	GoA	29/11/2018		K.Rajkhowa/ R.Chakraborty	B.Talukdar
<b>December, 2018</b>								
113.	2018-19	One day Orientation cum training on SDG and Developmental Framework for Autonomous Council Executives and Council Members (BTC, KAAC, DHAC) <b>(Centre for SDGs)</b>	State	GoA	01/12/2018		V.Barua	Dibhya Jyoti Sarma / SDGs Team
114.	2018-19	Accounts, Financial Rules & Procurement	State	DoPT/GoI	03/12/2018	05/12/2018	S.R.Roy	C.Mili



115.	2018-19	Workshop for Registrar ARCS, DRCS & IRCS of Cooperation Department	State	Coop Deptt/ GoA	03/12/2018	05/12/2018	Zahid Chistie/ K.Rajkhowa	B.Talukdar
116.	2018-19	Driving force through transformational leadership (General Course)	State	GoA	03/12/2018	05/12/2018	K.Rajkhowa	C.Mili/ Jotirmoy
117.	2018-19	Human Wildlife conflict : Issues & Mitigation for officers of IFS	National	Forest/GoI	03/12/2018	07/12/2018	R.Chakraborty	Jyotirmoy Sarma
118.	2018-19	Workshop for Sub- Registrar ARCS, DRCS & IRCS of Cooperation Department	State	Coop Deptt/ GoA	10/12/2018	12/12/2018	Zahid Chistie	B.Talukdar
119.	2018-19	M.T. Development on Facilitation	National	DoPT/GoI	10/12/2018	21/12/2018	L.N.Thakur	C.Mili
120.	2018-19	Advocacy Campaign for Nutrition Deficient Districts (District training in collaboration with DCs Office) (Centre for SDGs)	State	GoA	11/12/2018		V.Barua	Dibhya Jyoti Sarma
121.	2018-19	Mid-Career Interaction between Armed Forces and Civil Service	National	DoPT/GoI	17/12/2018	18/12/2018	S.P.Sharma	R.Bhatta / Jotirmoy Sarma
122.	2018-19	Training on Smart City (General Course)	State	GoA	17/12/2018	19/12/2018	Zahid Chistie	Dibhya Jyoti Sarma
123.	2018-19	Management & Accounts/Financial Fiscal Management, disinvestment /privatisation PSUs (Centre for Financial Mgt)	State	GoA	17/12/2018	19/12/2018	A. Bordoloi	H.Goswami
124.	2018-19	Symposium on Data analytics in Government - Challenges & Opportunities (Centre for e-Governance)	State	GoA	18/12/2018		L.N.Thakur	PChoudhury H.Goswami
125.	2018-19	Ethical Issues (Ethics in Governance & Delivery) (Centre for OD&L)	State	GoA	20/12/2018	21/12/2018	M.Borkotoki	B.P. Deka
126.	2018-19	Workshop on Rain Water harvesting (Centre for I & FS)	State	GoA	21/12/2018		K.Rajkhowa/ R.Chakraborty	C.Mili
127.	2018-19	One Day Training on RTPS Act for Officials of Government of Assam	State	ARIAS / GoA	21/12/2018		V.Barua	Jotirmoy Sarma
128.	2018-19	Financial Management Accounts ( for specific department Officers) (Centre for Financial Mgt)	State	GoA	27/12/2018	29/12/2018	A. Bordoloi	C.Mili/ H.Goswami
129.	2018-19	Developing innovation teams (Centre for I&FS)	State	GoA	27/12/2018	29/12/2018	K.Rajkhowa/ R.Chakraborty	Jotirmoy Sarma
<b>January, 2019</b>								
130.	2018-19	Training Course for ARCS and Sub-Registrar of Cooperation Department	State	Coop Deptt/ GoA	03/01/2019	05/01/2019	Zahid Chistie/	B.Talukdar
131.	2018-19	7-Days training programme for ACS Officers recruited recently (Centre for Financial Mgt)	State	GoA	04/01/2019	11/01/2019	A. Bordoloi	C.Mili / H.Goswami
132.	2018-19	Court Procedure & Para-wise comments with hands on exercises (Centre for LJ& HR)	State	GoA	07/01/2019	08/01/2019	Zahid Chistie	Dibhya Jyoti Sarma
133.	2018-19	Information Security Management	State	DoPT/GoI	07/01/2019	09/01/2019	N.Sarma	Rohan Das

134.	2018-19	Challenges in effective communication during disaster & its management	State	GoA	07/01/2019	09/01/2019	R.Chakraborty	Jotirmoy Sarma
135.	<b>2018-19</b>	<b>Advocacy Campaign for Nutrition Deficient Districts (District training in collaboration with DCs Office) (Centre for SDGs)</b>	<b>State</b>	<b>GoA</b>	<b>09/01/2019</b>		<b>V.Barua</b>	<b>Dibhya Jyoti Sarma</b>
136.	2018-19	e-Procurement for Officials of Jail. <b>(Centre for e-Governance)</b>	State	GoA	10/01/2019	11/01/2019	L.N.Thakur	B.Bhagawati
137.	2018-19	One Day Symposium on Enterprise Architecture for the Govt. of Assam <b>(Centre for e-Governance)</b>	State	GoA	11/01/2019		N.Sarma	Rohan Das/ H.Goswami
138.	2018-19	2-Week Joint Induction training course for ACS & Allied services	State	GoA	17/01/2019	30/01/2019	V.Barua	S.Ghosh/ K.Doungel/ B.P. Deka/ J.Sarma
139.	2018-19	Reservation in services – Laws and procedure <b>(Centre for LJ &amp; HR)</b>	State	GoA	21/01/2019	22/01/2019	Zahid Chistie	Dibhya Jyoti Sarma
140.	2018-19	Training on IT Act, & Cyber Security <b>(Centre for LJ &amp; HR)</b>	<b>State</b>	<b>GoA</b>	28/01/2019	30/01/2019	Zahid Chistie	Dibhya Jyoti Sarma
141.		Four Week Foundation Training for ACS (P) Officer, 2019	State	GoA	31/01/2019	23/01/2019	V.Barua	S.Ghosh/ K.Doungel/ B.P. Deka/ J.Sarma
<b>February, 2019</b>								
142.	2018-19	Symposium on Artificial Intelligence (AI) and Internet of Things (IoT) - its applications in Government <b>(Centre for e-Governance)</b>	State	GoA	04/02/2019		L.N.Thakur	Jotirmoy Sarma
143.	2018-19	Advocacy Campaign for Nutrition Deficient Districts (District training in collaboration with DCs Office). <b>(Centre for SDGs)</b>	State	GoA	04/02/2019		V.Barua	SDG Teams
144.	2018-19	Wildlife Management : Management Issues, concern and Practices Indian Forest Service	National	Forest /GoI	04/02/2019	08/02/2019	S.P.Sharma	B.Talukdar
145.	2018-19	In-Service Training Programme at ATI, Mysore / YASHADA/Panchgani	State	GoA	04/02/2019	15/02/2019	M.Borkotoki	S.Ghosh
146.	2018-19	Transparency in Administration: RTI Act, 2005.RTI Act, 2005 : A tool for transparent Government conduct rules and disciplinary proceedings <b>(Centre for LJ&amp; HR)</b>	State	GoA	11/02/2019	13/02/2019	Zahid Chistie	Dibhya Jyoti Sarma
147.	2018-19	Essential time management & organisation skills <b>Centre for OD&amp;L)</b>	State	GoA	11/02/2019	13/02/2019	M.Borkotoki	B.P. Deka
148.	2018-19	7 – days training for newly recruited AFS <b>(Centre for Financial Mgt)</b>	State	GoA	11/02/2010	18/02/2019	A. Bordoloi	H.Goswami
149.	<b>2018-19</b>	<b>Workshop on “Strategy for sustaining competitive advantage” (Centre for OD&amp;L)</b>	<b>State</b>	<b>GoA</b>	<b>20/02/2019</b>	<b>22/02/2019</b>	<b>M.Borkotoki</b>	<b>Bidyut Pal Deka</b>

150.	2018-19	Global warming climate change & natural disaster management – future perspective <b>(General Course)</b>	State	GoA	20/02/2019	22/02/2019	S.P.Sharma	B.Talukdar
151.	<b>2018-19</b>	One – Day Brainstorming session on assessing the gap and identifying the felt needs for innovations in government <b>(Centre for I &amp; FS )</b>	<b>State</b>	<b>GoA</b>	<b>25/02/2019</b>		K.Rajkhowa/ R.Chakraborty	C.Mili
152.	2018-19	E - Procurement (GEM) <b>(Centre for e-Governance)</b>	State	GoA	25/02/2019	26/02/2019	N.Sarma	PChoudhury
153.	2018-19	Accounts, Financial Rules & Procurement for Police – DDOs, DSPs, SPs	State	DoPT/GoI	25/02/2019	27/02/2019	S.R.Roy	C.Mili
<b>March, 2019</b>								
154.	<b>2018-19</b>	<b>Driving through transformational leadership Centre for OD&amp;L)</b>	<b>State</b>	<b>GoA</b>	<b>04/03/2019</b>	<b>06/03/2019</b>	<b>M.Borkotoki</b>	<b>R.Bhatta</b>
155.	<b>2018-19</b>	<b>Role &amp; Responsibilities of DDOs (Centre for Financial Mgt)</b>	<b>State</b>	<b>GoA</b>	<b>04/03/2019</b>	<b>06/03/2019</b>	<b>A. Bordoloi</b>	<b>C.Mili/</b>
156.	2018-19	RT Development on Direct Trainer Skills (DTS)	National	DoPT/GoI	04/03/2019	22/03/2019	N.Sarma	Rohan Das
157.	2018-19	e – Governance project Life cycle and best practices. <b>(Centre for e-Governance)</b>	State	GoA	11/03/2019	12/03/2019	L.N.Thakur	H.Goswami
158.	2018-19	Preventing & Handling workplace harassment & discrimination <b>(Centre for LJ &amp; HR)</b>	State	GoA	11/03/2019	13/03/2019	Zahid Chistie	Dibhya Jyoti Sarma
159.	2018-19	Managing change – tools for successful transition. <b>(Centre for OD&amp;L)</b>	State	GoA	11/03/2019	13/03/2019	M.Borkotoki	B.Talukdar
160.	2018-19	Accounts, Financial Rules and procurement for Police – DDOs, DSPs & SPs <b>Centre for Financial Mgt)</b>	State	GoA	11/03/2019	13/03/2019	A. Bordoloi	PChoudhury
161.	<b>2018-19</b>	<b>Creative thinking and creative process (Centre for I&amp;FS)</b>	<b>State</b>	<b>GoA</b>	11/03/2019	14/03/2019	<b>K.Rajkhowa</b>	R.Bhatta
162.	2018-19	R.T Development on Design of Training	National	DoPT/GoI	11/03/2018	29/03/2018	L.N.Thakur	C.Mili
163.	2018-19	7– Week Training Course for Mizoram Civil Service Officers	State	Mizoram	11/03/2019	26/04/2019		
164.	<b>2018-19</b>	<b>Human Rights, Peace and Conflict Management (Centre for OD&amp;L)</b>	<b>State</b>	<b>GoA</b>	18/03/2019	20/03/2019	<b>M.Borkotoki</b>	<b>Bidyut Pal Deka</b>
165.	2018-19	Accounts, Financial Rules, reference Budget concept of preparation. <b>(Centre for Financial Mgt)</b>	State	GoA	18/03/2019	20/03/2019	A. Bordoloi	H.Goswami
166.	2018-19	Rules/Acts/Schemes/provisions for differently-abled people/officers	State	GoA	25/03/2019	27/03/2019	S.P.Sharma	R.Bhatta
167.	2018-19	Women Empowerment	State	DoPT/GoI	25/02/2019	27/02/2019	M.Borkotoki	Jyotirmoi Sarma
168.	<b>2018-19</b>	<b>Sensitization of Govt. Functionaries on Minority Communities</b>	<b>State</b>	<b>DoPT/GoI</b>	<b>28/03/2019</b>	<b>30/03/2019</b>	<b>S.P. Sharma</b>	<b>C.Mili</b>

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