

Annexure-I

Revised Training Calendar of Assam Administrative Staff College for the year 2021-22

Sl. No	Code No.	Course Title	Category	Sponsored By	Duration		Course Director	Course Assistant
April, 2021								
1.	2021-22	One Week Orientation Training Programme for IAS (P) Assam-Meghalaya Cadre	State	GoA	19/04/2021	24/04/2021	A.Kashyap	K.Doungel / Kuldeep Dekha
2.	2021-22	One day e-Office training for all Grade-III Staff of AASC (Centre for e-Governance)	State	GoA	27/04/2021		L.N.Thakur	G.Baishya
May, 2021								
3.	2021-22	One day TMIS for all Grade-III Staff of AASC (Centre for e-Governance)	State	GoA	11/05/2021		L.N.Thakur	Kuldeep Dekha
June, 2021								
4.	2021-22	IT Application in Government and Transparency in Procurement	State	GoA	18/06/2021		L.N.Thakur	Rohan Das
5.	2021-22	Mindset for Innovation (Centre for I&FS)	State	GoA	28/06/2021	29/06/2021	R.Chakraborty	B.P. Dekha
July, 2021								
6.	2021-22	Environment, Development & Sustainability (Centre for SDGs)	State	GoA	01/07/2021	02/07/2021	V. Barua	Avinash Bora
7.	2021-22	Conduct Rules, Discipline and Appeal Rules (Centre for LJ&HR)	State	GoA	06/07/2021	07/07/2021	R.Borgohain	Rohan Das
8.	2021-22	Creativity and Innovation for the workplace (Centre for IF&S)	State	GoA	12/07/2021	13/07/2021	R.Chakraborty	H.Goswami
9.	2021-22	Reservation in Services (Centre for LJ&HR)	State	GoA	19/07/2021	20/07/2021	R.Borgohain	Kuldeep Dekha
10.	2021-22	Transparency in Administration: RTI Act, 2005 (Centre for LJ&HR)	State	GoA	26/07/2021	27/07/2021	A.Kashyap	Kuldeep Dekha
11.	2021-22	Information Security Management (Centre for e-Governance)	State	GoA	27/07/2021	29/07/2021	L.N.Thakur	G.Baishya
12.	2021-22	Leadership and Communication Skills	State	GoA	28/07/2021	29/07/2021	Kashyap	Kuldeep Dekha
13.	2021-22	Capacity building for field level officials on SDGs (Centre for SDGs)	State	GoA	30/07/2021	31/07/2021	V.Barua	B.P.Dekha
August, 2021								
14.	2021-22	Administrative Reforms	State	GoA	04/08/2021		R.Chakraborty	Kuldeep Dekha
15.	2021-22	e-Governance Project Life Cycle (Centre for e-Governance)	State	GoA	05/08/2021	07/08/2021	N.Sarma	G.Baishya
16.	2021-22	Self Development at Workplace (Centre for OD&L)	State	GoA	09/08/2021	10/08/2021	A.Kashyap	Rohan Das
17.	2021-22	Workshop on renewable energy (Centre for I&FS)	State	GoA	11/08/2021		R.Chakraborty	H.Goswami
18.	2021-22	Stress Management and Meditation for Mental Health (Centre for OD&L)	State	GoA	12/08/2021	13/08/2021	R.Borgohain	S.Rajkumar
19.	2021-22	Office Procedure and Cabinet memo preparation (Centre for LJ & HR)	State	GoA	13/08/2021		V.Barua	B.P. Dekha

20.	2021-22	Revenue Court Procedure (Centre for LJ & HR)	State	GoA	17/08/2021	18/08/2021	R.Borgohain	B.P. Deka
21.	2021-22	Accounts and Financial Rules with special reference to FR&SR, AFR and Government Accounting, Pension (Centre for Financial Mgt)	State	GoA	17/08/2021	18/08/2021	S.R.Roy	H.Goswami
22.	2021-22	Soft skills Development (Centre for OD&L)	State	GoA	20/08/2021	21/08/2021	A.Kashyap	Rohand Das/ Mithun Sarlar
23.	2021-22	Orientation Programme for BTC Executive Members	State	GoA	20/08/2021	22/08/2021	V.Barua	S.Rajkumar
24.	2021-22	Workshop in collaboration with ASRLM on Rural livelihood opportunities (Centre for I&FS)	State	GoA	31/08/2021		R.Chakraborty	B.P. Deka
September, 2021								
25.	2021-22	Knowledge of Acts, Laws, Rules and Regulations	State	GoA	01/09/2021	03/09/2021	R.Borgohain	B.P. Deka
26.	2021-22	Planning and Policy Formulation	State	GoA	04/09/2021		V. Barua	Rohan Das
27.	2021-22	Leading Innovation (Centre for I&FS)	State	GoA	13/09/2021	14/09/2021	R.Chakraborty	H.Goswami
28.	2021-22	Communication and Presentations Skills	State	DoPT/GoI	13/09/2021	15/09/2021	A.Kashyap	K.Doungel
29.	2021-22	e-Procurement (Centre for e-Governance)	State	GoA	13/09/2021	15/09/2021	N.Sarma	G.Baishya
30.	2021-22	Mental Health and Wellbeing	State	GoA	16/09/2021		R. Borgohain	S.Rajkumar
31.	2021-22	Awareness of Women Issues	State	DoPT/GoI	20/09/2021	22/09/2021	A.Kashyap	Avinash Bora
32.	2021-22	e-Prastuti	State	DoPT/GoI	20/09/2021	22/09/2021	N.Sarma	G.Baishya
33.	2021-22	Training on Accounts & Financial Rules, Pension and NPS (Centre for Financial Mgt)	State	GoA	28/09/2021	30/09/2021	S.R.Roy	H.Goswami
34.	2021-22	Preventing and handling workplace harassment and discrimination	State	DoPT/GoI	28/09/2021	30/09/2021	R.Chakraborty	Rohan Das
35.	2021-22	Government Process Re-engineering (Centre for e-Governance)	State	GoA	28/09/2021	30/09/2021	L.N.Thakur	G.Baishya
36.	2021-22	Climate Change and Global warming	State	DoPT/GoI	28/09/2021	30/09/2021	V.Barua	B.P. Deka
October, 2021								
37.	2021-22	Workshop on PFMS (Centre for Financial Mgt)	State	GoA	01/10/2021		S.R. Roy	B.P. Deka
38.	2021-22	MS Excel and Power point (Centre for e-Governance)	State	GoA	04/10/2021	06/10/2021	N.Sarma	G.Baishya
39.	2021-22	Project Management	State	DoPT/GoI	04/10/2021	06/10/2021	L.N.Thakur	K.Doungel
40.	2021-22	Change Management and Reforms	State	GoA	07/10/2021		R.Chakraborty	H.Goswami
41.	2021-22	Disaster Risk Mitigation and Management	State	DoPT/GoI	26/10/2021	28/10/2021	A.Kashyap	Kuldeep Deka
42.	2021-22	Effective coordination and Team Building at workplace (Centre for OD&L)	State	GoA	27/10/2021	29/10/2021	N.Sarma	Rohan Das
43.	2021-22	Office Procedure and Management	State	DoPT/GoI	27/10/2021	29/10/2021	V.Barua	K. Doungel
44.	2021-22	Reservation in Govt. Service	State	DoPT/GoI	27/10/2021	29/10/2021	L.N.Thakur	B.P. Deka
45.	2021-22	Ethics and Values in Governance	State	GoA	29/10/2021		R.Chakraborty	H.Goswami
November, 2021								
46.	2021-22	Pre-Examination Coaching Programme (PETC)	State	GoA	November, 2021	March, 2022	A.Kashyap	Kuldeep Deka

47.	2021-22	Financial Management with reference to FRSR AFR AMAR GPF DFP Rules GST Income Tax	State	DoPT/GoI	01/11/2021	03/11/2021	S.R.Roy	H.Goswami
48.	2021-22	Symposium on Artificial Intelligence (AI) and Internet of Things (IoT) (Centre for e-Governance)	State	GoA	02/11/2021		N.Sarma	G.Baishya
49.	2021-22	Innovation in Administration	State	GoA	03/11/2021		R.Chakraborty	B.P. Deka
50.	2021-22	e-Prastuti (Centre for e-Governance)	State	GoA	08/11/2021	09/11/2021	N.Sarma	G.Baishya
51.	2021-22	3-Week Foundation Training Course for ACS Officers, 2021 batch (1 st Group)	State	GoA	08/11/2021	26/11/2021	A. Kashyap/ P.P. Gogoi	K.Doungel/ Kuldeep Deka
52.	2021-22	Mentoring	National	DoPT/GoI	15/11/2021	17/11/2021	L.N.Thakur	Rohan Das
53.	2021-22	e-Office	State	DoPT/GoI	15/11/2021	17/11/2021	N.Sarma	G.Baishya
54.	2021-22	Strategic Foresight and Innovation (Centre for I&FS)	State	GoA	25/11/2021		R.Chakraborty	H.Goswami
55.	2021-22	Capacity building for field level officials on SDGs (Centre for SDGs)	State	GoA	29/11/2021	30/11/2021	V.Barua	Avinash Bora
56.	2021-22	Training on e-Procurement and Govt. marketplace (Centre for Financial Mgt)	State	GoA	29/11/2021	30/11/2021	S.R.Roy	H.Goswami
57.	2021-22	Ethics and values in Administration	State	DoPT/GoI	29/11/2021	01/12/2021	L.N.Thakur	B.P.Deka
December, 2021								
58.	2021-22	Symposium on Data Analytics (Centre for e-Governance)	State	GoA	01/12/2021		N.Sarma	G.Baishya
59.	2021-22	Workshop on National Pension System (Centre for Financial Mgt)	State	GoA	04/12/2021		S.R.Roy	H.Goswami
60.	2021-22	Communication and Presentation Skills	State	DoPT/GoI	06/12/2021	08/12/2021	A.Kashyap	Avinash Bora
61.	2021-22	Direct Trainer Skills (DTS)	National	DoPT/GoI	06/12/2021	10/12/2021	L.N.Thakur	H.Goswami
62.	2021-22	3 -Week Foundation Training Course for ACS Officers, 2021 batch (Group-II)	State	GoA	06/12/2021	24/12/2021	R.Chakraborty / P.P.Gogoi	K.Doungel/ B.P. Deka
63.	2021-22	Design of Training (DoT)	National	DoPT/GoI	13/12/2021	17/12/2021	N.Sarma	Rohan Das
64.	2021-22	New Security Challenges in the North East	State	GoA	20/12/2021	21/12/2021	V.Barua	Avinash Bora
65.	2021-22	Conduct Rules, Discipline & Appeal Rules including Departmental Proceedings (Centre for LJ&HR)	State	GoA	22/12/2022	23/12/2022	L.N.Thakur	Kuldeep Deka
66.	2021-22	Workshop on Budget preparation (Centre for Financial Mgt)	State	GoA	28/12/2021		S.R.Roy	H.Goswami
January, 2022								
67.	2021-22	Symposium on ICT for Good Governance (Centre for e-Governance)	State	GoA	04/01/2022		L.N.Thakur	G.Baishya
68.	2021-22	Personality Development	State	GoA	04/01/2022		A.Kashyap	Kuldeep Deka
69.	2020-22	e-Office (Centre for e-Governance)	State	GoA	10/01/2022	12/01/2022	L.N.Thakur	G.Baishya
70.	2021-22	Collaborate, Communicate and Create – the 3 Cs of an Innovation Culture (Centre for I&FS)	State	GoA	10/01/2022	12/01/2022	R.Chakraborty	S.Rajkumar
71.	2021-22	Two weeks Joint Induction Training Course for ACS & Allied Services	State	GoA	17/01/2022	29/01/2022	V.Barua	K.Doungel/ B.P.Deka

72.	2021-22	3 -Week Foundation Training Course for ACS Officers, 2021 batch (Group-III)	State	GoA	18/01/2022	05/02/2022	R.Chakraborty / P.P.Gogoi	K.Doungel/ B.P. Deka
73.	2021-22	Workshop on Role and responsibilities of DDO (Centre for Financial Mgt)	State	GoA	24/01/2022		S.R.Roy	Mithun Sarkar
74.	2021-22	Sensitization and Gap Analysis in Administration (Gender Justice, Awareness & Sensitization of Child Rights, Elderly Population, Transgender etc).	State	GoA	24/01/2022		R.Chakraborty	Rohan Das
75.	2021-22	Developing People at workplace Catalyst for Change	State	DoPT/GoI	27/01/2022	29/01/2022	N.S.arma	B.P. Deka
76.	2021-22	Handling of Court Cases including & para-wise comment. (Centre for LJ&HR)	State	GoA	27/01/2022	29/01/2022	A.Kashyap	Kuldeep Deka
77.	2021-22	Four weeks Foundation Training Course for ACS Probationers	State	GoA	27/01/2022	25/03/2022	V.Barua	K.Doungel/ B.P. Deka/
78.	2021-22	Workshop on Consumer Protection Laws in collaboration with State Consumer Redressal Commission. (Centre for LJ&HR)	State	GoA	28/01/2022		A.Kashyap	Rohan Das
February, 2022								
79.	2021-22	Court Procedure for Executive Magistrates (Centre for LJ&HR)	State	GoA	01/02/2022	02/02/2022	A.Kashyap	Kuldeep Deka
80.	2021-22	Decision making for effective leadership	State	DoPT/GoI	01/02/2022	03/02/2022	R.Chakraborty	H.Goswami
81.	2021-22	Nodal Officers of CRGRAM	State	GoA	05/02/2022		N.Sarma	Avinash Boro
82.	2021-22	SDGs: Inclusive & sustainable Development for all (Centre for SDGs)	State	GoA	07/02/2022	08/02/2022	N.Sarma	Avinash Bora
83.	2021-22	One week Mid-Career Training Programme for ACS Officers, Phase-II (10 Yrs. Seniority)	State	GoA	07/02/2022	11/02/2022	A.Kashyap	Kuldeep Deka
84.	2021-22	One week Mid-Career Training Programme for ACS Officer, Phase-III (20 Yrs. seniority)	State	GoA	14/02/2022	18/02/2122	R.Chakraborty	B.P. Deka
85.	2021-22	e-Office (Centre for e-Governance)	State	GoA	17/02/2022	19/02/2022	N..Sarma	H.Goswami
86.	2021-22	Prevention of workplace discrimination & harassment (Centre for LJ&HR)	State	GoA	17/02/2022	18/02/2022	A.Kashyap	Rohan Das
87.	2021-22	Orientation cum training on SDGs. (Centre for SDGs)	State	GoA	17/02/2022	18/02/2022	L.N.Thakur	Avinash Bora
88.	2021-22	Workshop on rehabilitation of Street Children (in collaboration with NLUJAA, Guwahati and Assam State Child Protection Society) (Centre for LJ&HR)	State	GoA	21/02/2022		A.Kashyap	Kuldeep Deka
89.	2021-22	Gender Sensitivity in Government	State	DoPT/GoI	21/02/2021	23/02/2021	N.Sarma	B.P. Deka
90.	2021-22	Workshop on GST and Income Tax (Centre for Financial Mgt)	State	GoA	22/02/2022		S.R.Roy	B.P. Deka
91.	2021-22	Assam Right to Public Services	State	DoPT/GoI	23/02/2021	25/02/2021	L.N.Thakur	K.Doungel
92.	2021-22	Training course on Urban Agriculture (Centre for I&FS)	State	GoA	28/02/2022	01/03/2022	R.Chakraborty	H.Goswami

March, 2022

93.	2021-22	e-Office	State	DoPT/GoI	01/03/2022	03/03/2022	N.Sarma	Rohan Das
94.	2021-22	Waste management and pollution prevention	State	DoPT/GoI	01/03/2022	03/03/2022	L.N.Thakur	Avinash Bora
95.	2021-22	Art of Living – Government Executive Programme (Campus Programme)	State	GoA	02/03/2022	04/03/2022	A.Kashyap	Kuldeep Dekha
96.	2021-22	One week Mid-Career Training Programme for ACS Officers, Phase-IV (30 Yrs. Seniority)	State	GoA	07/03/2022	11/03/2022		
97.	2021-22	Sensitization workshop on Implementation of State Training Policy	State	GoA	14/03/2022		L.N.Thakur	H.Goswami
98.	2021-22	Leadership for organizational development (Centre for OD&L)	State	GoA	14/03/2022	15/03/2022	A.Kashyap	Kuldeep Dekha
99.	2021-22	Managing Self and others for enhanced performance	State	DoPT/GoI	14/03/2022	16/03/2022	N. Sarma	Rohan Das