UGRUENT/TIME BOUND

Sub: Departmental Examination for Confirmation of Staff Car Drivers and Havaladar for the year 2017-18- Reg.

The next departmental examination for confirmation of Staff car Drivers and Havaladars for the year 2017-18 is scheduled on 19th and 20th March,2018. The details of the examination are given below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Subject</th>
<th>Max. Marks</th>
<th>Pass Marks</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Paper I: General Awareness</td>
<td>100</td>
<td>50</td>
<td>19.03.2018</td>
<td>10:00 to 12:00 Hrs</td>
</tr>
<tr>
<td>2</td>
<td>Paper II: Hindi</td>
<td>100</td>
<td>50</td>
<td>19.03.2018</td>
<td>14:00 to 16:00 Hrs</td>
</tr>
<tr>
<td>3</td>
<td>Paper III: Physical Cum Viva</td>
<td>100</td>
<td>50</td>
<td>20.03.2018</td>
<td>10:00 to 12:00 Hrs</td>
</tr>
</tbody>
</table>

2. The syllabus in detail for each paper is enclosed with this letter.

3. Staff car drivers and Havaladars from Kochi Commissionerate who have not attended/cleared the confirmation examination earlier may submit their written willingness to this Office latest by 31.01.2018. It is informed that no requests for appearing in the examination after the prescribed date will be entertained by this office.
4. Those candidates who have passed their Matriculation or an equivalent or higher examination with Hindi as one of the subject are exempted from taking examination in Hindi. Such candidates have to submit their relevant certificates (Xerox copy) for exemption. Candidates who do not submit their relevant certificates along with their willingness will not be exempted from Hindi Examination.

(Dr. T. Tiju)
Additional Commissioner (P&V)

Copy submitted to:
1. The Chief Commissioner of Central Tax and Central Excise, Thiruvananthapuram Zone.
2. The Principal Commissioner, Central Tax and Central Excise, Kochi
3. The Commissioner of Central Excise, Calicut, Trivandrum, CCP, Audit, Appeals for information and similar action.

Copy to:
1. The Deputy/Assistant Commissioner, All divisions Kochi Commissionerate for circulating the same to eligible officers.
2. Notice Board
3. The Superintendent (EDP), Central Excise Hqrs. Office, Kochi – for uploading in website.
APPENDIX – G

[See rule 2 (1) (g)]

Syllabus for Staff Car Driver and Sepoys
(Maximum marks for each paper will be 100)

PAPER I - GENERAL AWARENESS
(Time Allowed: 2 hours)

1. General Awareness: State and Regional Events, National and International Events, Gender Sensitization, Global Warming, Health.


PAPER II - HINDI
(Time Allowed: 2 hours)

1. Essay Writing and Letter Writing.

2. Antonyms and Synonyms Words.

PAPER III - PHYSICAL-CUM-VIVA

1. Physical Fitness.

2. Manners and etiquette while on Duty.


(K.K.Khattri)
Under Secretary to the Government of India.