ORDER NO. 209/2018

Sub: Promotion to the cadre of Administrative Officer -Reg

The following Executive Assistants are hereby promoted to officiate in the cadre of Administrative Officer in Level-7 in the pay matrix (Rs 44,900 – 1,42,400) plus such allowances as may be sanctioned by the Government of India from time to time, with effect from date of assuming charge of higher post and until further orders.

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name</th>
<th>Emp Code</th>
<th>Present Commissionerate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>K.K. Sindhumol</td>
<td>36</td>
<td>Kochi Commissionerate</td>
</tr>
<tr>
<td>2</td>
<td>Smitha S</td>
<td>4104</td>
<td>Thiruvananthapuram Commissionerate</td>
</tr>
<tr>
<td>3</td>
<td>Indulekha P</td>
<td>7401</td>
<td>Thiruvananthapuram Commissionerate</td>
</tr>
<tr>
<td>4</td>
<td>Deepa Premkumar</td>
<td>30</td>
<td>Customs (Preventive) Commissionerate</td>
</tr>
</tbody>
</table>

2. The promotion order issued is subject to the condition that the officers should assume the higher post on or after 01.01.2019 and latest by 10.01.2019 failing which the promotion to the higher post will be treated as cancelled. Specific posting orders to the officers will be issued in due course.
3. The Officers will have to exercise option for pay fixation in terms of Department of Personnel & Training O.M. dated 26.09.1981, 05.07.1999 and 27.07.2017 within one month from the date of assuming charge of the promoted post. The option once exercised shall be final.

4. The compliance report by the Controlling Officer/ officer concerned regarding joining/ non-joining of the officer should be sent to this office by 14.01.2019.

5. Hindi version follows.

To:

The Individual (Through the Supervisory Officer concerned)

Copy submitted to:

1. The Chief Commissioner of Central Tax & Central Excise, Thiruvananthapuram Zone.
2. The Commissioner of Central Tax & Central Excise, Thiruvananthapuram/Kozhikode/Audit/Appeals.
3. The Commissioner of Customs (Preventive), Cochin.

Copy to:

1. The DC/AC of Divisions in Kochi Commissionerate.
2. The CAO/PAO/AO(DDO) Central Tax & Central Excise, Kochi.
3. Superintendent (ConfI/Vig.) Central Tax & Central Excise, Kochi.
4. The Superintendent (EDP) – for uploading in website.
5. Hindi Cell – for Hindi Version