



भारत सरकार GOVERNMENT OF INDIA  
वित्त मंत्रालय MINISTRY OF FINANCE  
राजस्व विभाग DEPARTMENT OF REVENUE

प्रधान आयुक्त का कार्यालय  
OFFICE OF THE PRINCIPAL COMMISSIONER  
केन्द्रीय उत्पाद शुल्क, सीमा शुल्क और सेवा कर  
CENTRAL EXCISE, CUSTOMS & SERVICE TAX  
कोच्चिन, COCHIN

केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING

आई. एस. प्रेस रोड, कोच्चि, I.S. PRESS ROAD, KOCHI-682 018

E-mail: [cexcochi@nic.in](mailto:cexcochi@nic.in)

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C.No.II/7/1/2017-Estt.

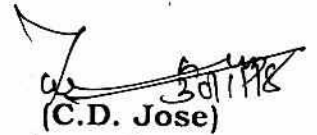
Date: 20.01.2018

### ESTABLISHMENT CIRCULAR NO. 03/2018

Attention is invited to the following letters.

Sl. No.	File No. and date	Subject
1.	File No.504/02/2016-DGHRD dated 26.12.2017	Filling up the post of Additional Assistant Director in HRM Wing of DGHRD-reg.
2.	F.No.8/B/138/HRD (HRM-II)/2017 dated 24.11.2017	Application for two post of Stenographer Gr-I (Group 'B', Non-Gazetted, Ministerial)- reg.

Copy of the above mentioned letter may be downloaded from the website of Kochi Commissionerate – [www.cenexcisekochi.gov.in](http://www.cenexcisekochi.gov.in) for information.

  
(C.D. Jose)

Assistant Commissioner [P&V]

Copy To

1. The Assistant/Deputy Commissioner of all Divisions under Kochi Commissionerate.
2. All Section Heads in Headquarters Kochi.
3. The Superintendent (EDP) for uploading in the Commissionerate website.
4. Notice Board, Hqrs. Kochi.
5. Notice Board, Central Excise Bhavan, Kathrikadavu.

Telefax: 011-25717521 / 25823723  
Telephone: 011-25733192 / 25729905

Email ID: [doms@rediffmail.com](mailto:doms@rediffmail.com)  
Edecs ID: doms



Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Excise & Customs  
Directorate General of Human Resource Development  
507/8, Deep Shika, Rajendra Place  
New Delhi - 110008

*plw/entate*

*Ad/CO*

*AD/CO*

File No. 504/2/2016-DGHRD

Dated: 26/12/2017

To

- ✓ All Chief Commissioners of Central Excise & Customs;
- All Director Generals;
- All Commissioners of Central Excise/Customs/Customs (P)/Service Tax;
- All Commissioners (in-charge of Directorates);
- Narcotics Commissioner, Gwalior;

**Sub:** Filling up the post of Additional Assistant Director in HRM Wing of DGHRD - reg.

Sir/Madam,

It is proposed to draw a panel of suitable and eligible officers for posts of Additional Assistant Director in the L-8 or L-9 of revised pay matrix (Pre revised pay Band of Rs. 9300-34800 with grade Pay of Rs. 4800 or Rs. 5400) to be filled on deputation basis, in this Directorate.

2. This post is analogous to the post of Superintendent of Central Excise/Superintendent of Customs (P)/ Appraiser. It is therefore, proposed to fill up the vacancy from the officers belonging to any of the following categories:

- (i) Officers holding analogous posts such as Superintendent, Central Excise/Superintendent, Customs (Prev.)/Appraiser on regular basis.
- (ii) Officers holding the posts of Inspector Central Excise/Preventive officer/ Examiner or equivalent on regular basis for a minimum period of 8 years.

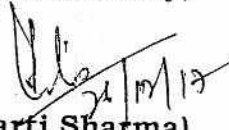
Contd....2/-

3. The officers should possess Graduation degree or its equivalent. Preference will be given to those who have knowledge of Computer applications. The normal period of deputation is **three years** extendable by two years.

4. Officers selected for the post would be entitled for Deputation Allowance as per instructions in this regard.

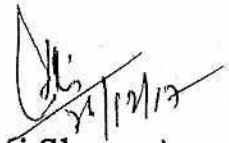
5. It is requested that the vacancy may be widely circulated amongst all the categories of staff referred in Para 2 above. Applications of officers willing for deputation to the said post may be forwarded to this Directorate along with their APAR Dossier or certified copies thereof for preceding five years accompanied with requisite personal details viz. Name, Date of Birth, Educational Qualification, Present Post with date, History of previous postings with charges held, pay scale and basic pay presently drawn etc., at the earliest. Vigilance Clearance Certificate should also be sent while forwarding applications of the candidates. Officers may be advised that willingness once exercised cannot be withdrawn later.

Yours faithfully,

  
(Bharti Sharma)  
Deputy Director

C.C. (i) Directorate General of Systems & Data Management, Customs & Central Excise with the request to put it on the C3EC website.

(ii) DGHRD's Website

  
(Bharti Sharma)  
Deputy Director

Telefax: 011- 25823723 / 25717521  
Telephone: 011-25733192 / 25729905

Email I.D.:policy.dghrd@nic.in

IC No. 470.  
07/11/17



**Government of India**  
**Ministry of Finance**  
**Department of Revenue**  
**Central Board of Excise & Customs**  
**Directorate General of Human Resource Development**  
**409/8, Deep Shikha, Rajendra Place,**  
**New Delhi - 110008**

F. No. 8/B /138/HRD (HRM-II) / 2017/

Dated: .11.2017

To,

All Principal Chief Commissioners/Chief Commissioners (CCA)

Sir/Madam,

Sub :- Application for two post of Stenographer Gr-I (Group 'B', Non-Gazetted, Ministerial) - reg.

Please find enclosed letter F.No. A-12034/14/2017-Ad-III B dated 23.11.2017 received from Under Secretary, AD III B, CBEC alongwith enclosures for further necessary action at your end.

Yours faithfully,

Encl : As above

(Bharti Sharma)  
Deputy Director, HRM-II

forward to all  
Cadre Controlling  
authorities  
(Dh 16.11)

1.  
Syedt (B)  
(Dh 16.11)

By Speed Post/Fax.

F.No. A-12034/14/2017-Ad.III B  
Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Excise and Customs  
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Ground Floor, Hudco Vishara Building,  
Chikaji Cama Place, R.K. Puram,  
New Delhi, the 16 Nov, 2017.

To

The Directorate General of  
Human Resource Development (HRM),  
Customs and Central Excise, 409/8,  
Deep Shikha, Rajendra Place,  
New Delhi- 110008

**Subject: Application for two posts of Stenographer Gr-I (Group 'B', Non-Gazetted, Ministerial).-- regarding**

Sir,

I am directed to enclose herewith O.M. dated 21.10.2017 received from Coordination Section on the above mentioned subject wherein they have enclosed an O.M. dated 11.09.2017 from Ministry of Water Resources.

2. You are requested to take necessary action at your end.

Yours faithfully,

(B.K. Manthan)

Under Secretary to the Govt. of India  
Tele. 26162675

Encl: As above.

No. O-21030/3/2017-Coord.  
Government of India  
Ministry of Finance  
Department of Revenue

As-627181  
2/11/17

New Delhi, dated 31 October, 2017

2453  
1/11

OFFICE MEMORANDUM

Subject: Application for 2 (two) posts of Stenographer Gr.I (Group 'B' Non-Gazetted, Ministerial).

The Undersigned is directed to enclose a copy of O.M No. E/S-150/Steno/I/2338(50)(we) dated 11<sup>th</sup> September, 2017 received from Ministry of Water Resources on the above mentioned subject for necessary information and action.

Encl: As Above

*(Signature)*  
(Anu Narayanan)  
Section Officer (Coord.)  
Telefax No: 23095372

- 1. Chairperson, CBEC
- 2. Chairman, CBDT

Copy to:

- 1. Commissioner (Coord. & system), CBDT
- 2. Commissioner (Coord), CBEC *(Signature)*
- 3. US(Ad-1A&1B)

2/11

*JS (Admin-EC)*

*DS (Coord)*

*(Signature)*  
2/11/17  
US/Ad/1B

*(Signature)*  
B  
8/11/17  
Porsht  
2/11

SI. No. 1015 / dt. 11.11.17  
Shri. P. R. S. / 11/17





भारत सरकार  
जल संसाधन, नदी विकास एवं  
गंगा संरक्षण मंत्रालय  
नदी प्रबंधक का कार्यालय,  
फरक्का बैराज परियोजना  
पो. - फरक्का बैराज, जिला - मुर्शिदाबाद,  
पश्चिम बंगाल, पिन - 742212  
फोन - (03485) 253644  
फैक्स - (03485) 253608 / 253293

GOVERNMENT OF INDIA  
MINISTRY OF WATER RESOURCES  
RIVER DEVELOPMENT & GANGA REJUVENATION  
OFFICE OF THE GENERAL MANAGER  
FARAKKA BARRAGE PROJECT  
P.O. - FARAKKA BARRAGE,  
DIST. - MURSHIDABAD,  
WEST BENGAL, PIN - 742212  
TEL : (03485) 253644  
FAX : (03485) 253608 / 253293

No. E/S-150/Steno/1/ 2335(50)(100)

Dated : 11 / 09 / 2017

OFFICE MEMORANDUM

Applications are invited from the suitable and eligible candidates for filling up 2 (two) posts of Stenographer Grade (Group 'B', Non-Gazetted, Ministerial) in Farakka Barrage Project a subordinate office under Ministry of Water Resources, River Development and Ganga Rejuvenation, Farakka on deputation basis in the scale of Pay Matrix Level - 6 ( Rs. 35,400 -1,12,400/-) amongst officers of the Central Government or State Government or Union Territory or University or Autonomous Organization or Public Sector Undertaking, - (a) Officers holding the post of Stenographer under the Central Governments/State/UTs/Autonomous Bodies/Statutory Bodies/Public Sector Undertakings/Reserch Institution/Universities :- (A) (i) Holding analogous post on regular basis in the parent cadre or department; or (ii) with 10 years' regular service in the post pay band -1 with Grade Pay of Rs. 2400 (Pay Matrix Level-4) or equivalent. Note 1 : The departmental officers in the feeder grade who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion. Note : 2 : The Period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years. Note 3 : The maximum age limit for appointment by deputation shall "not be exceeding 56 years" as on the closing date of receipt of applications. Note 4 : For the purpose of appointment on deputation the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay/pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/pay scale and where this benefit will extend only for the post(s) for which that grade pay/pay scale in the normal replacement grade without any up gradation.

The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed 3 years.

The Officers who fulfill the eligibility conditions as stipulated above may send their application in the prescribed Proforma (Annexure-1) through proper channel along with (i) APAR dossiers for the last five years (Photocopies of the APAR duly attested by the officer not below the rank of Under Secretary) (ii) Vigilance Clearance Certificate (iii) Integrity certificate duly signed by the competent authority and (iv) No major/minor penalties certificate during the last 10 years, if any within 60 days from the date of publication of the advertisement in the Employment News. The maximum age limit for appointment on deputation shall be 'not exceeding 56 years' as on the closing date of receipt of the application. The application received on or after closing date of receipt of the application will not be entertained in any circumstances.

Encl :- As above.

3 (R) on file

DS (e)

Swasth  
osde

Approved to CBDC/CBFC filed 11/9/17  
vs (AD-1 AA) (S) (P.K.Mondal)  
Sr. Administrative Officer,  
Farakka Barrage Project.

MW  
26/9/2017  
Solankar  
Vijay

22352/2017 (cont)  
20.10.2017