



भारत सरकार **GOVERNMENT OF INDIA**
 वित्त मंत्रालय **MINISTRY OF FINANCE**
 राजस्व विभाग **DEPARTMENT OF REVENUE**
 केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्कबोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
 प्रधान आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER
 केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क
CENTRAL TAX & CENTRAL EXCISE
 केन्द्रीय राजस्व भवन, **CENTRAL REVENUE BUILDING**
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GEXCOM/II/(12)/9/2020-ESTT Date: .12.2020

**Sub: Departmental Examination for Confirmation of Staff
 Car Drivers and Havalendars for the year 2020-21- Reg.**

The next departmental examination for confirmation of Staff Car Drivers and Havalendars for the year 2020-21 is scheduled on 15th and 16th March, 2021. The details of the examination are given below:

Sl. No.	Subject	Max. Marks	Pass Marks	Date	Time
1	Paper I: General Awareness	100	50	15.03.2021	10:00 to 12:00 Hrs
2	Paper II: Hindi	100	50	15.03.2021	14:00 to 16:00 Hrs
3	Paper III: Physical Cum Viva	100	50	16.03.2021	10:00 to 12:00 Hrs

2. The syllabus in detail for each paper is enclosed with this letter.
3. Staff car drivers and Havalendars who have not attended/cleared the confirmation examination earlier may submit their written willingness to this office latest by **03.02.2021**. **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.

(Rajeswari R. Nair)
Joint Commissioner (P&V)

Copy submitted to:

- 1. The Chief Commissioner of Central Tax, Central Excise and Customs, Thiruvananthapuram Zone.**
- 2. The Principal Commissioner, Central Tax and Central Excise, Kochi.**
- 3. The Commissioner of Central Tax and Central Excise, Appeals, Kochi.**
- 4. The Additional Director General, NACIN/DGGI, Kochi.**

Copy to:

- 1. The Deputy / Assistant Commissioner, All divisions Kochi Commissionerate for circulating the same to eligible officers.**
- 2. The Superintendent (EDP), Central Tax and Central Excise Hqrs. Office, Kochi - for uploading in website.**
- 3. Notice Board.**

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.
2. Sports, Science, Literature.

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 etiquettes while on Duty.

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(K.K.Khattar)

Under Secretary to the Government of India.