भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड
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
आई .एस .प्रेस रोड, कोच्चि, I.S. PRESS ROAD, KOCHI-682 018
E-mail: cexcochi@nic.in Fax: 0484-2390608 Phone: 0484-2390404

GEXCOM/II/(12)/8/2020-ESTT **Date: *As E-Signed***

URGENT/TIME BOUND

Sub: Examination Notice for Departmental Examination for Promotion to the grade of Lower Division Clerk (LDC) for officers namely Havaldar and Multi-Tasking Staff of Central Tax, Central Excise and Customs for the Year 2026-27-Reg.

The next Departmental Examination for the promotion of Havaldars and Multi-Tasking Staff to the grade of Lower Division Clerk (LDC) of Central Tax, Central Excise and Customs is scheduled to be conducted on **15.06.2026**. The schedule of the examination is furnished below:

PAPER	SUBJECT	DATE	TIME	PASS MARKS/ MAXIMUM MARKS
Paper I	General English	15.06.2026 (Monday)	10.00 hrs to 11.00 hrs	50/100
Paper II	Numerical Aptitude & General Knowledge	15.06.2026 (Monday)	12.00 hrs to 13.00 hrs	50(25+25) /100(50+50)
Paper III	Hindi	15.06.2026 (Monday)	14.00 hrs to 15.00 hrs	50/100

2. (a) As per the Departmental Examination (Central Tax, Central Excise, Customs and Narcotics) Rules, 2024, only those officers who have completed at least 50% of the qualifying service for promotion to any higher grade as prescribed in the relevant recruitment rules shall be eligible to appear in the departmental promotion examination, subject to the provisions of rule 8.

(b) Only those Havaldars and Multi-Tasking Staff who have cleared the departmental confirmation examination need to apply.

3. The officers from Kochi Commissionerate & CCO, who meet the eligibility criteria and willing to appear for the above examinations, may submit their written willingness to this office latest by **29.05.2026**. 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 main subjects are exempted from taking examination in Hindi (Paper III). Such candidates have to submit their request for exemption along with the relevant certificates (Xerox copy). Candidates who do not submit their relevant certificates along with their willingness will not be exempted from Hindi Examination.

5. The syllabus of the examination is enclosed as annexure to this letter. If any officer requires the Hindi version of the question paper he/she may specifically request for the same in his/her application.

Encl: As above

Digitally signed by
Maya Kurian
Date: 22-05-2026
11:53:57

(Maya Kurian)
Deputy Commissioner [P&V]

Copy Submitted to:

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

Copy to:

1. The Deputy/ Assistant Commissioner, all divisions of Kochi Commissionerate for circulating the same to eligible officers.
2. The Superintendent (Systems/Hqrs.) Hqrs Kochi.
3. Notice Board.

PROMOTION EXAMINATION OF HAVALDAR AND MULTI TASKING STAFF OF CENTRAL TAX, CENTRAL EXCISE AND CUSTOMS AND GROUP 'C' STAFF WITH GRADE PAY OF Rs.18OO/- IN CENTRAL BUREAU OF NARCOTICS	
PAPER-I GENERAL ENGLISH (Time allowed: 1 hour) (Max marks: I00)	Spot the error, fill in the blanks, Synonyms, Antonyms, Spellings / detecting mis-spelt words, One-word substitution, Improvement of sentences, Active / Passive voice of verbs, Conversion into Direct / Indirect narration, shuffling of sentence parts, Shuffling of sentences in a passage, Comprehension passage.
PAPER-II	Questions are designed to test the candidate's ability to interpret, analyse and solving basic numerical problems and to test the candidate's general

NUMERICAL APTITUDE AND GENERAL KNOWLEDGE (Time allowed: 1 hour) (Max marks: 100)	awareness about current events and of such matters of everyday observation and experience, questions relating to India and its neighbouring countries.
PAPER-III HINDI (Time allowed: 1 hour) (Max marks: 100)	1. Translation of a passage From English to Hindi and from Hindi to English. 2. Correction of sentences and giving Hindi words equivalents for English words. 3. Answer from the Hindi passage. 4. Comprehension.