OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS & SERVICE TAX
CENTRAL REVENUE BUILDING: I.S.PRESS ROAD: COCHIN-682 018

E-mail: cexcochi@excise.nic.in FAX-0484-2390608 Phone: 0484-2390404

C.No.II/34/3/2014 Estt. Dated 21 .07.2014

Sub: - Integrated All India Seniority List of the grade of Superintendent of Central Excise for the period 01.01.1998 – 31.12.2006 – reg.

Please find enclosed copy of DGHRD, New Delhi letter F.No. 8/B/38/HRD(HRM)/2010/O-IV dated 02.07.2014 on the above subject. It is directed that while forwarding the applications for change in the All India Seniority List of the grade of Superintendents the points mentioned in the letter may please be adhered to.

You are requested to communicate the same to all officers concerned under your charge.

Encls: -3

[J KARPAGAM]
JOINT COMMISSIONER [P&V]

To

The Dy/Asst Commissioner
Ernakulam I/II/Service Tax/
Kottayam/Muvattupuzha Divisions

Copy submitted to:-

The Chief Commissioner of Central Excise, Customs & Service Tax, Cochin

Copy to:-

All Section Heads in Hqrs. Office, Cochin
The Superintendent (Computer Cell) – for uploading in website

Neerja Shah
Director General

Telephone: 011-25733192 / 25729905
Telefax: 011- 25823723 / 25717521
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/38/HRD(HRM)/2010/O-IV
Dated : 2th of July, 2014

Dear Chief Commissioner

Subject: Integrated All India Seniority List of the grade of Superintendent of Central Excise for the period 01.01.1998 to 31.12.2006 - regarding

Kind reference is invited to the All India Seniority List of the grade of Superintendent of Central Excise for the period 01.01.1998 to 31.12.2006 issued by this office vide F.No. 8/B/38/HRD(HRM)/2009 dt. 03.11.2011 and Corrections in the said list issued by this office vide F.No. 8/B/38/HRD(HRM)/2010 dt. 01.11.2013.

2. The corrections in the said Seniority list were issued almost two years after the issue of the said Seniority List after due consideration of all representations received through the Cadre Controlling Authority (CCA). This office is again in receipt of about 30 representations seeking corrections in Seniority fixation /change in date of joining in the grade etc post 31.10.2013.

3. Upon scrutiny of the various representations received on the Seniority Lists, the grievances / objections can be categorized into the following types:

(i) Refixation of Seniority due to conduct of Review DPC
(ii) Wrong fixation of seniority in the Cadre Controlling zone
(iii) Seniority to be given in Superintendent grade based on date of entry in Inspector grade
(iv) Seniority of officer in his / her zone vis -a vis other zones
(v) Revision of seniority on the basis of date of joining as Inspector in case of Inspectors who have opted for inter Commissionerate transfer

(vi) Change in spelling of name / date of birth/category

4. It has been observed that very often Corrections requested for can be verified only from the Service Book / other records pertaining to the concerned officer which are available only with the CCA. In absence of specific confirmation by CCA, the DGHRD is not in a position to verify the same. Hence these corrections /modifications in Seniority List can be carried out regularly, say, once every six months only with the cooperation and effort from the CCAs. In order to ensure smooth functioning the procedure to be observed by the CCA in each of these category of cases to is enumerated as under:

(1) In cases where the **CCA has conducted a Review DPC and refixed the Seniority**, the CCA should, while forwarding the representation clearly specify the revised placement of the officer i.e "above Sh/Ms._____ and below Sh/Ms. _____ in Seniority List dated _____".

(2) In cases of **representation against the seniority fixed by the Cadre Controlling zone**, the CCA should finalise the representation and communicate the final decision /placement. The representation is to be forwarded only if the CCA has revised the placement of the officer in the Seniority List. Since DGHRD only compiles the zonal Seniority lists of the various CCAs into an All India Seniority / Eligibility list and is not empowered to decide on the seniority of an officer in the Zone, no action on such representations can be taken till it is decided by the CCA.

(3) The integrated All India Seniority List of Superintendent of Central Excise is prepared on the basis of Cadre Seniority lists of Superintendent of Central Excise grade . Officers in this list are placed according to their date of regular entry into the grade i.e. an officer who has got promoted to Superintendent grade at a date earlier than another Inspector will be placed higher than the latter even if the latter has put in more number of years in service in the Inspector grade. Such a situation arises because there is a huge zonal disparity in promotions from Inspector to Superintendent of Central Excise. In cases where the officers have entered the grade on the same day, their seniority is fixed taking their date of entry into the feeder grade i.e Inspector in this case. In the event of both these two criteria remaining the same, such officers will be arranged as per their date of birth – the earliest born being the senior most among them. Representations of this category requesting for **upward revision of seniority in integrated AISL based on date of entry into Inspector grade**

despite being promoted to Superintendent grade at a later date, may be disposed off by the Cadre Controlling Authorities and should not be forwarded to DGHRD.

(4) As detailed in Point (3) above, there is a huge zonal disparity in promotions from Inspector to Superintendent of Central Excise. Consequently though two officers of different zones may have been promoted to the grade of Superintendent on the same date, their date of entry into Inspector grade may vary by a few days to a few years. In all such cases the officer who entered the Inspector grade earlier will be placed higher. However it will be ensured that inter se seniority of officers within their zonal cadre , as assigned by the CCA will be maintained in the "integrated All India Seniority List". For example, If 'A' is placed below 'B' and above 'C' in Seniority List of Delhi zone, the order will remain the same in the integrated AISL also ,with the possibility of a few or more officers of other zones being placed in between these officers. Representations of this category requesting for upward revision of seniority in AISL based on seniority of officer in another zone may be disposed off by the Cadre Controlling Authorities and should not be forwarded to DGHRD.

(5) **Seniority of Inspectors who have joined on Inter Commissionerate Transfer** is finalized and fixed by the CCA. No change in the seniority assigned by the CCA will be carried out by DGHRD. Hence all representations under this category should be decided by the CCA.

(6) All representation pertaining **to rectification of errors in name /date of birth / category** etc. may be forwarded to DGHRD along with attested copy of relevant page /s of the Service book /other records pertaining to service matters of the officers concerned.

5. I solicit your whole hearted co-operation in this endeavour.

With regards,

Yours sincerely,

Nshah 7.7.14

(Neerja Shah)

To
Chief Commissioner of Central Excise and Customs
Cadre Controlling Authority for Superintendent of Central Excise