केन्द्रीय उत्पाद शुल्क, सीमा शुल्क एवं सेवा कर आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS & SERVICE TAX
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C.No.II/3/30/2013 Estt. Dated 23.12.2015

ORDER NO. 190 /2015

Sub: Temporary Posting of Newly Appointed Inspector of Central Excise through SSC CGLE 2013 - Reg.

The following temporary posting of newly appointed Inspectors of Central Excise within the Cochin Central Excise Commissionerate is hereby ordered with immediate effect and until further orders:-

Sl. No.	Name of Officer Shri/Kum.	Posted to
1	Ms. Archna	EDP, Hqrs Kochi

2. The above officers should report to the concerned Section Heads immediately. Their postings are temporary till final allocation of specific Commissionerate.

3. The Section Heads of the above sections are directed to provide guidance to these officers during the temporary period of posting till the training schedule is being finalized. He should personally mentor them and apprise them of their positive traits and shortcomings during the period of posting. A review meeting will be conducted at the end of the temporary posting with the officers as well as the Section Heads.

4. The officers must keep a journal on a day to day basis on the points that they have learnt on each day. This journal will be inspected by the senior officers and checked by the DC/AC in charge of the section on a daily basis, who will countersign and put their comments in the same. The individual journals should be put up to the Commissioner at the end of the temporary posting period.

5. Hindi version follows.

Reshma Lakhani

[RESHMA LAKHANI] 23/12/15
COMMISSIONER

To

The Individuals (Through officer concerned)

Copy to:-

1. The Chief Commissioner of Central Excise, Customs & Service Tax, Cochin-for information
2. Section Heads, ~~Review Cell/Adjn~~ RDP Section - for necessary action
3. The Superintendent (PRO) - to ensure that proper seating arrangement are made for the new officers