OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS & SERVICE TAX COCHIN-18 30 MAR 2016

Office of the Chief Commissioner of Customs & Service Tax Cochin-18 23 MAR 2016

BY FAX/SPEED POST

F. No.26014/21/2016-Ad.IV A
Government of India
Ministry of Finance
Department of Revenue
Central Board of Excise & Customs
*****

North Block, New Delhi,
Dated the, 29th February, 2016

To,

All Principal Chief Commissioners/Chief Commissioners/
Principal Commissioners/ Commissioners/
Principal Directors General/ Directors General,
Customs & Central Excise

केन्द्रीय उत्पाद शुल्क, सीमा शुल्क एवं सेवा कर आयुक्त कार्यालय, कोचिन - 18 कोचिन/आयुक्तालय 31 MAR 2016 Office of the commissioner of Central Excise, Customs & Service Tax, Cochin - 18 Cochin-Commissionerate

Subject: Modification in the HoP.

Sir,

I am directed to say that instances have come to notice where details regarding officers assigned charges on additional basis are not reflected in the HoP. This information is essential in processing cases of employment after retirement wherein NOC has to be obtained from last offices as per Rule 10 of the CCS (Pension) Rules, 1972.

2. In addition, such information should be available in public domain or websites of CBEC, DGHRD and field offices. Instructions have also been issued vide letter No.C 30013/79/2015-Ad.IVA dated 17.02.2016 that postings and transfers of all officers/officials are required to be done as per the guidelines on the subject and no one should continue to hold posts declared as sensitive for more than three years. In case an officer is given additional charge due to administrative reasons, this should be brought to notice of the Board on quarterly basis as well as posted on the website.

3. You are, therefore, requested to give complete details on the officers/ officials, including additional charge in HoP.

Yours faithfully,

(A.K. Qasim)
Deputy Secretary to the Government of India
Ph. No.011-23095530

Copy to: The Director General, Directorate General of Human Resources Development, Customs & Central Excise, C-4, West Wing, Ground Floor, IRCON Building, District Centre Saket, New Delhi – 110 017 for necessary action.