भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
प्रधान आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER
केन्द्रीय उत्पाद शुल्क, सीमा शुल्क और सेवा कर
CENTRAL EXCISE, CUSTOMS & SERVICE TAX
कोच्चिन, COCHIN
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

C.No.II/3/15/2017-Estt Date: 15.06.2017

**ESTABLISHMENT ORDER NO. 125/2017**

**Sub: Appointment to the cadre of Stenographer Grade-II - Reg**

On acceptance of this Central Excise, Customs & Service Tax Commissionerate's Offer of appointment of even no. dated 01.06.2017, **Kum. Shikha Malhotra,** a candidate nominated by the Ministry for appointment as Stenographer Grade-II under **OBC category** vide F.No.A.12034/SSC/04/2015-Ad.III (B) dated 03.05.2017 is appointed as Stenographer Grade-II in Central Excise, Customs & Service Tax, Cochin Zone on temporary capacity, subject to verification of character and antecedents, in Level – 4 in the pay matrix (Rs. 25,500-81,100) plus such allowances as may be sanctioned by the Government of India with effect from **14.06.2017 (F.N).**

**2.** **Kum. Shikha Malhotra** is informed that she will be on probation for a period of two years from the date of appointment. The Appointing Authority may, if he thinks fit, extend the period of probation.

**3.** If on the expiration of the period of probation or any extension thereof, as referred to in Para 2 above, the appointing authority is of the opinion that the above candidate is not fit for permanent absorption or if at any time during such period of probation or extension thereof, is satisfied that she will not be fit for permanent absorption on the expiration of such period or extension, the appointing authority may terminate her services or pass such orders as he thinks fit.

**4.** The above candidate is also informed that her appointment is provisional and is subject to the caste/tribe certificate being verified through the proper channel and if the verification reveals that her claim to belong to SC/ST/OBC or in the case of OBC, not to belong to 'Creamy Layer' as the case may be, is false, her services will be terminated forthwith without assigning any further reason and without prejudice to such further action as may be taken under the provision of the I.P.C. or any other Act, for the time being in force, for production of false certificate (applicable in respect of SC/ST/OBC candidates).

**5.** Hindi version follows.

**[Amarnath Kesari]**
**Joint Commissioner [P&V]**

To

**Shikha Malhotra**
**D/O Prem Kumar**
**47 –A Govind Park**
**South Anarkali**
**Delhi - 110051**

Copy submitted to:

1. **The Chief Commissioner of Central Excise, Cochin Zone.**
2. **The Under Secretary to the Govt. of India, Ad.III-B Section, Ground Floor, Hudco Vishala Building, Bhikaji Cama Place, R.K. Puram, New Delhi – w.r.t letter F.No.A-12034/SSC/04/2015-Ad.III(B) dated 03.05.2017.**

Copy to:

1. **The Principal Commissioner of Central Excise, Cochin.**
2. **The Commissioner of Central Excise, Trivandrum/Calicut/CCP/Audit.**
3. **The Superintendent PRO/Confdl./Vig/Training, Headquarters Cochin.**
4. **The CAO/PAO/AO (DDO), Hindi Unit, Headquarters Cochin.**
5. **The Superintendent (EDP), Hqrs Cochin for uploading in website.**