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 कर और केन्द्रीय उत्पाद शुल्क,
CENTRAL TAX & CENTRAL EXCISE,
कोच्चि, KOCHI
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
आई. एस. प्रेस रोड, कोच्चि, I.S. PRESS ROAD, KOCHI-682 018
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C.No.II/12/2/2017 – Estt Date:06.12.2017

URGENT/TIME BOUND

Sub: Departmental Examination for promotion of Ministerial Officers to the grade of Executive Assistants (EA) and Inspectors of Central Excise to be held in the month of February, 2018- Reg.

The next departmental examination for promotion of Ministerial Officers to the grade of Executive Assistants (EA) and Inspectors of Central Excise is scheduled to be conducted from 14th to 16th February, 2018.In the light of the recent GST rollout from 01.07.2017, the syllabi of the said examinations are required to be modified. Hence, the syllabus and the detailed schedule of the examination will be intimated in due course.

The Officers who are willing to write the above examinations may submit their written willingness to this Office latest by 20.12.2017. It is informed that no requests for appearing in the examination after the prescribed date will be entertained by this office.

The instructions issued by NACIN, Chennai with the enclosure (Annexure-III) is enclosed.

If any officer requires the Hindi version of the question paper he may specifically request for the same in his/her application.

Only those officers who have passed the confirmation examination need to apply.

(Amarnath Kesari)
Joint Commissioner (P&V)

Copy submitted to:

1. **The Chief Commissioner of Central Tax and Central Excise, Thiruvananthapuram Zone.**
2. **The Principal Commissioner, Central Tax and Central Excise, Kochi**
3. **The Commissioner of Central Excise, Calicut, Trivandrum, CCP, Audit, Appeals-for information and similar action.**

Copy to:

1. **The Deputy/Assistant Commissioner, All divisions Kochi Commissionerate for circulating the same to eligible officers.**
2. **Notice Board**
3. **The Superintendent (EDP), Central Excise Hqrs. Office, Kochi – for uploading in website.**

GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE
NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES
AND NARCOTICS [NACIN]
1st to 3rd Floors, Plot No: 3/86-E, ATC STREET,
Ambattur Industrial Estate,
(Near AMBIT IT Park), CHENNAI-600058.
Telephone No:26250157 / 26250159 Fax No: 26250156 / 26250155
e-mail:nacenchennai58@gmail.com

C.No. I/04 /04/2017

Date 20.11.2017

To
All Chief Commissioners of Customs
All Chief Commissioners of Central Excise & GST,
All Director Generals
All Additional Director Generals
All Commissioners of Customs
All Commissioners of Central Excise & GST



Sir/Madam,

Sub: Departmental Examination for promotion of Ministerial Officers to the grade of Executive Assistant (EA) and Inspectors of Central Taxes, Inspectors of Customs (EOs & POs) to be held in the month of February, **2018** -Regarding.

The Departmental Examination for promotion of Ministerial Officers to the Grade of Executive Assistants (EA) , Inspectors of Central Taxes, Inspectors of Customs (EOs & POs) is proposed to be conducted from **14th to 16th February 2018.** In the light of the recent GST rollout from 01.07.2017, the syllabi of the said examinations are required to be modified. Hence, the syllabus and the schedule of the examination will be intimated in due course.

2. NACIN, Chennai will be sending the question papers to the Commissionerate Hqrs./Directorates. The despatch / distribution of the packets containing question papers intended for various centres of examination may be done at your end to ensure timely receipt of the question paper at the examination centre. Necessary instructions may kindly be given to the respective Cadre Controlling Commissioners to make necessary arrangements to conduct the combined Departmental Promotion Examination on the scheduled dates.

3. The requirement of numbers of question papers for your office may be intimated to us in the prescribed proforma vide **Annexure- III** to **Ms. BABITA. A.S, SUPERINTENDENT (EXAMINATIONS), NACIN, CHENNAI (TEL.NO. 044-26250426 / 09840260038 FAX NO. 044-26250155 / 26250156). This request must reach NACIN, Chennai latest by 31.12.2017 .**

4 a. While informing the requirement, the post for which the examination is to be conducted may clearly be stated. **The Roll Nos. of the candidates may be assigned by prefixing the post for which they intend to appear. (eg.) EA/01 or INSPR/01 or EA/INSPR/01, etc. Any other format of assigning the Roll numbers by prefixing/suffixing the name of the Commissionerate may please be avoided.**

4 b. It is also requested to specifically inform whether your office requires any Hindi version of the question papers and if so, the number of question papers required may be separately given.

5. **All efforts will be made to ensure the question papers to reach your Office on or before 31.01.2018 .** However a close watch may please be kept on receipt of the sealed packets of the question papers, intended for various examination centres under your charge and any variation on account of non-receipt of the question papers may be brought to the notice of the undersigned immediately.

6. The Cadre Controlling Commissioners may be requested to inform the eligible officers, who are on deputation with other Directorates / Organisations and also include their requirements. As per the DG, NACIN instructions, **only queries relating to the process of conducting examination will be clarified by this Office. The determination of eligibility to appear for the examination will not come under the purview of this Academy as the Cadre Controlling Authorities would have to decide the same.**

Yours faithfully,

20 11 17

(VASA SESHAGIRI RAO)
Pr.ADDITIONAL DIRECTOR GENERAL

Encl: As above.

ANNEXURE –III

1. Name of the Commissionerate :

2. Name of the centre of Examination :

3. Name & Address of the officer / who would be responsible for the conduct of exam. and to whom the question papers are to be sent :

Tel. No.:
Fax No.:

4. No. of candidates taking examination at the centre - paper wise and subject wise - :

A. **Examination for promotion to the cadre of Inspectors of Central Tax**

Paper	Subject	No. of candidates	Whether Hindi version required If so, the number of papers required.
Paper I	Central Excise and Service Tax (with Books) *		
Paper II	Customs (with books)		
Paper III	Administration (with books)		

B. **Examination for promotion to the cadre of Inspectors of Customs (EOs & POs).**

Paper	Subject	No. of candidates	Whether Hindi version required. If so, the number of papers required.
Paper I	Customs (with books)		
Paper II	Allied Acts (including Central Excise & Service Tax) (with books) **		
Paper III	Administration (with books)		

C. **Examination for promotion to the cadre of Executive Assistant (EA) (Customs & Central Tax)**

Paper	Subject	No. of candidates	Whether Hindi version required If so, the number of papers required.
Paper I	Central Excise, Service Tax & Customs Procedures (with books) ***		
Paper II	Computer Application (Theory & Practical)		
Paper III	Administration (with books)		

*** likely to be revised to Central Excise, Service Tax and GST**
**** likely to be revised to Central Excise, Service Tax and GST**
***** likely to be revised to Central Excise, Service Tax, GST and Customs.**