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

C.No.II/12/2/2015 – Estt Date:01.01.2018

URGENT/TIME BOUND

Sub: Departmental Examination for Confirmation of Staff Car Drivers and Havaldar for the year 2017-18- Reg.

The next departmental examination for confirmation of Staff car Drivers and Havaldars for the year 2017-18 is scheduled on 19th and 20th March,2018. The details of the examination are given below:

Sl. No.	Subject	Max. Marks	Pass Marks	Date	Time
1	Paper I: General Awareness	100	50	19.03.2018	10:00 to 12:00 Hrs
2	Paper II: Hindi	100	50	19.03.2018	14:00 to 16:00 Hrs
3	Paper III: Physical Cum Viva	100	50	20.03.2018	10:00 to 12:00 Hrs

2. The syllabus in detail for each paper is enclosed with this letter.

3. Staff car drivers and Havaldars from Kochi Commissionerate who have not attended/cleared the confirmation examination earlier may submit their written willingness to this Office latest by **31.01.2018. It is informed that no requests for appearing in the examination after the prescribed date will be entertained by this office**

4. Those candidates who have passed their Matriculation or an equivalent or higher examination with Hindi as one of the subject are exempted from taking examination in Hindi. Such candidates have to submit their relevant certificates (Xerox copy) for exemption. Candidates who do not submit their relevant certificates along with their willingness will not be exempted from Hindi Examination.

9/1/18

(Dr. T. Tiju)
Additional 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.**

APPENDIX – G

[See rule 2 (1) (g)]

Syllabus for Staff Car Driver and Sepoys

(Maximum marks for each paper will be 100)

PAPER I- GENERAL AWARENESS

(Time Allowed: 2 hours)

1. General Awareness- State and Regional Events, National and International Events, Gender Sensitization, Global Warming, Health.
2. Sports, Science, Literature.

PAPER II - HINDI

(Time Allowed: 2 hours)

1. Essay Writing and Letter Writing.
2. Antonyms and Synonyms Words.

PAPER III - PHYSICAL-CUM-VIVA

1. Physical Fitness.
2. Manners and etiquettes while on Duty.

[F.No.A-34011/18/2005-Ad.III-A]

(K.K.Khattar)
Under Secretary to the Government of India.