भारत सरकारGOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीयअप्रत्यक्ष कर और सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
प्रधान आयुक्तकाकार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER
केन्द्रीय करऔरकेन्द्रीय उत्पाद शुल्क,कोच्चि
CENTRAL TAX & CENTRAL EXCISE, KOCHI
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
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C.No.II/39/29/2020-Estt Date: 03.08.2020

Sub: - SSC CGLE 2017 recruitment -Instructions regarding certificates to be brought along by the candidates while appearing for PET/ document verification – Reg.

As a number of doubts were raised by candidates with respect to the certificates and documents to be produced for verification at the time of PET the following clarifications are issued.

2. All candidates sponsored by the Staff Selection Commission for appointment in the Central Tax & Central Excise Department, Thiruvanathapuram Zone are required to follow the instructions as under while appearing for their PET/ document verification.

3. The candidates should accept the conditions of service given in **'Annexure I'** available on Kochi Commissionerate website**http://cenexcisekochi.gov.in/ssc-recruitment.**

4. Candidates seeking reservation benefits for SC/ST/OBC/PH/EXS must be in possession of the required certificates in the prescribed format in support of their claim as stipulated in the Notice published by the SSC.

5. Candidates belonging to the OBC category shall produce the Original Certificate in the prescribed format for *Creamy Layer Status* issued by the competent authority as on the crucial date as mentioned in the Notice for CGLE - 2017 by the SSC.

6. Central Government civilian employees claiming age relaxation should produce the certificate in the prescribed format, from their office at the time of PET/ Document Verification, in respect of the length of continuous service which should be not less than three years during the period immediately preceding the closing date for receipt of application as mentioned by in the Notice by SSC. The current status of the Central Government civilian employee at the time of appearing for document verification shall also be indicated or given in writing.

7. If there is a change in the present address of the candidate than the permanent address or the one given to SSC, the candidate, in addition to the proof of permanent address, shall also submit a proof of change in the address and also proof for the present address authorised by Tehsildar/village officer/gazetted officer etc. as a proof of change in his/her residential address.

8. Candidates are requested to visit the website of Central Tax & Central Excise Kochi Commissionerate **http://cenexcisekochi.gov.in/ssc-recruitment/**for further information and also familiarise themselves with the necessary 'Attestation Form, Character and Identity certificate, Medical examination certificate' available in the website so that the same are furnished in the exact format as prescribed. All the necessary certificates and document proofs shall be furnished in the prescribed format.

9. If there is any further updates the same will be posted in the website shown above and so it is also requested that the nominated candidates may visit the website for any updates on the subject.

Rajeswari

(Rajeswari R. Nair)
Joint Commissioner [P&V]

Copy submitted to:

1. **The Chief Commissioner of Central Tax & Central Excise, Thiruvananthapuram Zone.**
2. **The Principal Commissioner of Central Tax & Central Excise, Kochi.**

Copy to:

1. **The Superintendent (EDP) – for uploading in website.**
2. **Hindi Cell – for Hindi Version.**