भारत सरकार **GOVERNMENT OF INDIA**
वित्त मंत्रालय **MINISTRY OF FINANCE**
राजस्व विभाग **DEPARTMENT OF REVENUE**
केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER
केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क
CENTRAL TAX & CENTRAL EXCISE
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

GEXCOM/II/(7)/1/2020-ESTT **Date16.11.2020**

ESTABLISHMENT CIRCULAR NO.15/2020

Attention is invited to the following letter received from the Armed Forces Tribunal, Principal Bench, New Delhi.

Sl. No.	Letter No. and date	Subject
1.	Letter F.No.2(92)/2019/AFT/ PB/Adm-II dated 19.10.2020	Filling up the posts of Financial Adviser and Chief Accounts Officer, Registrar, Joint Registrar, Dy. Registrar in the Armed Forces Tribunal, Principal Bench, New Delhi and Regional benches at Chandigarh, Chennai, Guwahati, Jabalpur, Jaipur, Kolkata, Kochi, Lucknow, Mumbai and Jammu on deputation basis.

Copy of the mentioned letter may be downloaded from the website of Kochi commissionerate - www.cenexcisekochi.gov.in for information. Nominations, if any, may be sent to this office urgently.

Signed by Suresh Babu P G
Date: 16-11-2020 12:07:51
Reason: Approved

[Suresh Babu P.G.]
Assistant Commissioner [P&V]

To

1. **All Group A officers, Central Tax & Central Excise, Kochi Commissionerate.**

Copy to:

1. **The Assistant Commissioner (CCO), Hqrs Kochi, for information.**
2. **The Superintendent (Systems), Hqrs Kochi, for uploading in website.**

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
ARMED FORCES TRIBUNAL, PRINCIPAL BENCH

Phone : 26105124
Fax No : 26105361

West Block - VIII
Sector – I, R.K.Puram
New Delhi – 110 066

F. No. 2(92)/2019/AFT/PB/Adm-II

Dated : 19 October, 2020

CIRCULAR

Applications are invited for filling up the posts of **Financial Adviser and Chief Accounts Officer, Registrar, Joint Registrar, Dy. Registrar, Principal Private Secretary, Private Secretary, Section Officer/Tribunal Officer, Assistant, Tribunal Master/Steno Grade-'I', Junior Accounts Officer, and Upper Division Clerk** in the **Armed Forces Tribunal, Principal Bench, New Delhi and Regional Benches at Chandigarh, Chennai, Guwahati, Jabalpur, Jaipur, Kolkata, Kochi, Lucknow, Mumbai and Jammu** on deputation basis for a period of three years from suitable candidates, who fulfill the eligibility conditions:-

S. No.	Name of the Post	No. of Post	Pay scale (Rs.)	Eligibility conditions
01.	**Financial Adviser and Chief Accounts Officer**	Principal Bench - 01	Pay Matrix Level-13	Officers of organised accounts cadre of the Central Government: (i) holding analogous posts on regular basis; or (ii) with five years regular service in the level-12 in the pay matrix (Rs. 78800-209200). **Note** -1: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisation or Department of the Central Govt. shall not ordinarily exceed **five years.**
02.	**Registrar** (General Central Service Group 'A' Gazetted, Non-Ministerial)	Chennai Bench-01 Guwahati Bench – 01 Kolkata Bench-01 Lucknow Bench-01 Mumbai Bench – 01 **Total = 05**	Pay Matrix Level-13	Officers of Central Government or State Governments or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies having pensionary benefits or Judge Advocate General Branch of Army, Navy & Air Force and other similar institutions: (a) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) five years' regular service in the parent cadre or Department in Level-12 of the Pay Matrix; and (b) holding degree in law from a recognised University. **Note:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed **four years.**

03.	**Joint Registrar** (General Central Services Group 'A' Gazetted Non-Ministerial)	Principal Bench - 01 Chandigarh Bench – 01 **Total = 02**	Pay Matrix Level - 12	Officers of the Central Government or State Governments or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies having pensionary benefits possessing a degree in law : (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) five years' regular service in the parent cadre or department in a post in Level – 11 of the Pay Matrix; and (b) having ten years of experience in personnel and Administrative or Judicial works. **Note:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed **four years.**
04.	**Dy. Registrar** (General Central Services Group 'A' Gazetted Non-Ministerial)	Principal Bench - 01 Jaipur Bench – 02 Kolkata Bench – 02 Jammu Bench – 01 **Total = 06**	Pay Matrix Level - 11	Officers of the Central Government or State Governments or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies having pensionary benefits: (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) five years' regular service in the parent cadre or department in a post in Level – 10 of the Pay Matrix level; or (iii) Six years' regular service in the parent cadre or department in a post in Level – 8 of the Pay Matrix level; or (iv) Seven years' regular service in the parent cadre or department in a post in Level – 7 of the Pay Matrix level; and (b) having five years of experience in personnel and Administrative or Judicial works. **Desirable**: Possessing a degree in law from a recognized university. **Note:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed **three years.**

05.	**Deputy Controller of Accounts** (General Central Services Group 'A' Gazetted Non-Ministerial)	Principal Bench-01	Pay Matrix Level - 11	Officer of the organised Accounts Cadre of the Central Government:- (i) holding analogous posts on regular basis; or (ii) with five years of regular service in Level-10 in the pay matrix (Rs. 56100-177500). **Note:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed **three years.**
06.	**Principal Private Secretary** (General Central Services Group 'A' Gazetted, Ministerial)	Principal Bench – 03 Chandigarh Bench – 03 Jabalpur Bench – 02 Kochi Bench – 01 Kolkata Bench – 02 Lucknow Bench – 03 Mumbai Bench – 02 Jammu Bench – 02 **Total = 18**	Pay Matrix Level - 11	Stenographers in Central Government or State Governments or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies having pensionary benefits: (a) holding analogous post on regular basis in parent cadre or department; or (b) with six years regular service in the parent cadre or department in posts in Level - 8 of the Pay Matrix; or (c) with seven years in regular service in the parent cadre or department in posts in Level - 7 of the Pay Matrix. Desirable: - Knowledge in computer operation. **Note:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed **three years.**

07.	**Assistant Registrar** (Protocol) (General Central Service, Group 'B' Gazetted Non-Ministerial)	Principal Bench – 01	Pay Matrix Level - 9	Officers working under Central Government or State Government or Supreme Court or High Court or Subordinate Courts or Statutory/Autonomous bodies having pensionary benefits: (a) Holding (i) analogous post on regular basis in parent cadre or department; or (ii) post in level 8 or the pay matrix (Rs. 47600-151100) with two years regular service in grade, or (iii) post in level 7 of the pay matrix (44900-142400) with three years regular service in the grade; and (b) Essential : possessing the following educational qualifications and experience, namely (i) degree of a recognized University or equivalent; and (ii) having 2 years experience in protocol related work. Desirable : Degree in Law and having experience in protocol work. Note : The period of deputation including the period of deputation in another ex cadre post held immediately preceding this appointment in the same or some other organisation/department or the Central Government shall ordinarily not exceed three years and the maximum age-limit for deputationist shall not be exceeding the age of 56 years on the last date of receipt of applications.
08.	**Private Secretary** (General Central Services Group 'B' Gazetted, Ministerial)	Principal Bench –02 Chennai Bench-01 Guwahati Bench-01 Jabalpur Bench-01 Jaipur Bench – 01 Kolkata Bench-01 Mumbai Bench – 01 **Total = 08**	Pay Matrix Level - 7	Stenographers in Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts or Statutory/Autonomous bodies having pensionary benefits, holding: (i) analogous post on regular basis in parent cadre or department; or (ii) a post in Level- 6 of the Pay Matrix with five years' regular service in the grade. **Note:** The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed **three years.**

09.	**Section Officer/ Tribunal Officer** (General Central Services Group 'B' Gazetted, Non-Ministerial)	Principal Bench-04 Chandigarh Bench-02 Guwahati Bench- 03 Jaipur Bench-02 Kolkata Bench – 02 Mumbai Bench – 01 Jammu Bench-01 **Total = 15**	Pay Matrix Level - 7	Persons working under Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts or Statutory/Autonomous bodies having pensionary benefits: (a) (i) holding analogous post on regular basis in parent cadre or department; or (ii) a post in Level- 6 of the Pay Matrix with five years' regular service in the grade, and (b) possessing the following educational qualifications and experience: (i) Degree of a recognized University; and (ii) Having 2 years experience in personnel, administrative or judicial work. Desirable : Degree of Law. **Note:** The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed **three years.**
10.	**Assistant** (General Central Service, Group 'B' Non-Gazetted Ministerial)	Principal Bench -01 Chennai Bench-01 Guwahati Bench – 01 Jaipur Bench – 02 Lucknow Bench – 03 Mumbai Bench – 01 **Total = 09**	Pay Matrix Level - 6	Officials working under Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts or Statutory/ Autonomous bodies having pensionary benefits: (a) (i) holding analogous post on regular basis in parent cadre or department; or (ii) Upper Division Clerks in level 4 of the pay matrix with 10 years regular service in the grade in Central Government or State Governments or Supreme Court or High Courts or Subordinate Courts. (b) (i) Possessing Degree from recognised University; and (ii) having 2 years' experience in establishment, administration or Accounts. **Note:** The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed **three years.**

11.	**Tribunal Master/ Stenographer Grade-'I'** (General Central Services Group 'B' Non Gazetted Ministerial)	Principal Bench – 05 Chandigarh Bench – 05 Chennai Bench – 01 Jabalpur Bench-01 Kochi Bench-02 Kolkata Bench – 01 Lucknow Bench – 04 Mumbai Bench – 02 Jammu Bench – 01 **Total = 22**	Pay Matrix Level - 6	Stenographers of the Central Government or Armed Forces or State Governments or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies having pensionary benefits holding: (i) the analogous post on regular basis in parent cadre or department; or (ii) post in Level 4 of the Pay Matrix with 10 years' regular service in the grade. **Note:** The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Central Government shall not ordinarily exceed **three years.**
12.	**Junior Accounts Officer** (General Central Services Group 'B' Non- Gazetted, Non-Ministerial)	Principal Bench – 02 Chandigarh Bench-01 Chennai Bench – 01 Guwahati Bench-01 Jabalpur Bench-01 Kochi Bench-01 Lucknow Bench – 01 Mumbai Bench-01 **Total = 09**	Pay Matrix Level - 6	Officers under the Central Government: (a) (i) holding analogous posts on regular basis in the parent cadre or Department; or (ii) with six years service in the level-5 in the Pay Matrix within rendered after appointment thereto on regular basis, and (b) who have under gone training in cash and accounts work in the institute of Secretariat training and management or an equivalent course from a recognised institute and having two years experience of cash accounts and budget work.
13.	**Upper Division Clerk** (General Central Services Group 'C' Non- Gazetted, Ministerial)	Chennai Bench – 01 Guwahati Bench – 02 Jaipur Bench – 01 Kochi Bench-01 Kolkata Bench – 03 Mumbai Bench-03 Jammu Bench – 01 **Total = 12**	Pay Matrix Level - 4	Officials working under Central Government or State Governments or Tribunal or Commission or Statutory bodies or Courts : (i) holding analogous post on regular basis; or (ii) holding the post in the Pay Matrix Level-2 with eight years regular service in the grade.

2. The pay of the officer selected on deputation basis will be governed by DoP&T O.M. No. 6/8/2009-Estt(Pay-II) dated 17.06.2010, as amended from time to time.

220484/2020/CRU-O/o Pr Commr-CGST-Kochi

3. The departmental officers in the feeder grade who are in direct line of promotion, shall not be eligible for consideration for appointment on deputation. Similarly, a deputationist in the Armed Forces Tribunal shall not be eligible for consideration for appointments by promotion channel.

4. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.

5. The application in the prescribed pro forma (Annexure-I) of the eligible officer, who can be spared in the event of his/her selection may be forwarded to the Principal Registrar, Armed Forces Tribunal, Principal Bench, West Block-VIII, Sector-I, R.K. Puram, New Delhi – 110 066 by the Department **latest by 31st December, 2020** along with photo copies of the Annual Confidential Reports for the last five years of the candidates along with Vigilance Clearance Certificate.

6. The applications received without supporting documents, photograph, unsigned and incomplete in any manner, shall be summarily rejected.

7. It may please be noted that this Office is not yet enlisted in the Directorate of Estate for allotment of GPRA (General Pool Residential Accommodation).

8. Number of vacancies reflected above may vary.

9. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

(Dr. Rakesh Kumar)
Principal Registrar

Enclosure: Annexure-1

Distribution :-

1. The Secretary General, Supreme Court of India
2. The Registrar General, All High Courts
3. The Principal Registrar, Central Administrative Tribunal, New Delhi
4. The Under Secretary, MoD, AFT Cell, New Delhi
5. The JAG Branch Army/Navy/Air Force, New Delhi
6. AFT, Principal Bench, New Delhi – Website
7. The Registrar, AFT, All Outlying Benches with the request to circulate to locally among Govt. offices located in its jurisdiction. It is further requested that window advertisement may be got published in one of the widely circulated dailies of your region.
8. All Ministries of GoI.
9. The Chief Secretary, Govt. of NCTD, Delhi Secretariat, I.P. Estate, New Delhi - 110002
10. Guard File.

ANNEXURE-I

BIO-DATA/CURRICULUM VITAE PROFORMA

Post applied for	
Choice of Station (in order of preference)	
1. Name and Address (in Block Letters)	
2. (i) Date of Birth (in Christian era)	
(ii) Mobile No.	
(iii) E-mail I.D.	
3. (i) Date of entry into service	
(ii) Date of Retirement under Central/ State Government Rules	
4. Educational Qualifications	
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
Qualifications/Experience required as mentioned in the advertisement/circular	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
5.1 Note : This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular/and issue of Advertisement in the Employment News. 5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post	
6.1 Note : Borrowing Departments are to provide their specific comments /views confirming the relevant Essential Qualification/Work experience possessed by the Candidate (as Indicated in the Bio-data) with reference to the post applied.	

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting Experience required for the post applied for

.....2/-

*Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent	
9. In case the present employment is held on deputation/contract basis, please state.	

a). The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organization

9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department alongwith Cadre Clearance., Vigilance Clearance and integrality certificate. 9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.	
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	
11. Additional details about present employment : Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government. b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others	
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.	

....3/-

14. Total emoluments per month now drawn		
Basis Pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scale, the latest salary slip issued by the organization showing the following details may be enclosed.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total Emoluments

16. Additional information, if any, relevant to the post you applied for in support of your suitability for the post. This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)	
17. Whether belongs to the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, and other special categories	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address: _____

_____

_____

Date:

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possess educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. **Also certified that;**

(i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. _____

(ii) His /Her integrity is certified.

(iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

(iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned

Employer/Cadre Controlling
(Authority with Seal)

220484/2020/CRU-O/o Pr Commr-CGST-Kochi

Ph : 0484-2217625
Fax : 0484-2217624

Armed Forces Tribunal
Regional Bench,
Bristow House,
K.J.Herschell Road,
Kochi-682 001.

No.AFT/RBK/E-01/2011

Date : 11-11-2020

From

The Registrar

To

Sir,

Subject : Advertisement of vacancies in Armed Forces Tribunal – reg.

Ref : Armed Forces Tribunal, Principal Bench, New Delhi Circular No. F.No.2(92)/2019/AFT/PB/Adm-II dated 19th October, 2020,

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I am to forward herewith a copy of the above mentioned circular, inviting applications from eligible candidates to various posts **on deputation basis** in the Armed Forces Tribunal, Principal Bench, New Delhi and Regional Benches at Kochi, Chandigarh, Chennai, Guwahati, Jabalpur, Jaipur, Kolkata, Lucknow, Mumbai and Jammu for your information and necessary action. Applications in the prescribed Proforma are be forwarded to the **Principal Registrar, Armed Forces Tribunal, Principal Bench, West Block-VIII, Sector-1, R.K.Puram, New Delhi – 110066 latest by 31st December, 2020.**

It is requested that publicity on the subject may be given in your organisation and applications of eligible and willing candidates may be forwarded through proper channel to the address as mentioned above by the specified date.

ARMED FORCES TRIBUNAL
KOCHI- 682 001
REGIONAL BENCH

Yours faithfully

K.R.Jayaprakash Narayanan
Registrar

Enclosures : As above.