



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.
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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 Hqs./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.

0/11/17

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,

Encl: As above.


20 11 17

(VASA SESHAGIRI RAO)
Pr.ADDITIONAL DIRECTOR GENERAL

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.

