GOVT. OF INDIA

OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL EXCISE & SERVICE TAX: PATNA
3RD FLOOR, C.R.BUILDING (ANNEXE), BIRCHAND PATEL PATH, PATNA-01

C.No. II (12)1-ET/2014/ 13876-13810 Dated: 15 /12/2015

To
Dy. / Asstt. Commissioner (All)
Central Excise/ Customs/ CCO
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Subject:- Departmental Examination for promotion of Ministerial Officers to the grade of Executive Assistant (STA) and Inspectors of Central Excise to be held in the Month of February, 2016- Regarding.

Sir,

It has been communicated by the NACEN, Chennai that the departmental examination for promotion of ministerial officers to the grade of Inspectors/ Sr. Tax Assistant will be conducted at Commissionerate level during the month of February, 2016 as per following programme in accordance with instruction contained in Boards's letter F.No. A-34011/1/2003-Ad.III A dated 13.08.2003 & letter F.NO.NACEN/I(15)3/2005-NACEN/8526 dated 18.10.2005 of the Director General, NACEN:-

Examination For Inspectors In Central Excise

Paper	Subject	Duration	Date	Time	Pass Mark
Paper-I	Central Excise and Service Tax (with books)	3 hours	10.02.2016 (Wednesday)	10.00 hrs. to 13.00 hrs.	65/100
Paper-II	Customs (with books)	3 hours	11.02.2016 (Thursday)	10.00 hrs. to 13.00 hrs.	50/100
Paper-III	Administration (with books)	3 hours	10.02.2016 (Wednesday)	14.00 hrs. to 17.00 hrs.	65/100

Examination for Senior Tax Assistant (Customs & Central Excise)

Paper	Subject	Duration	Date	Time	Pass Mark
Paper-I	Central Excise Service Tax & Customs Procedures (with books)	3 hours	12.02.2016 (Friday)	10.00 hrs. to 13.00 hrs.	40/100
Paper-II	Computer Application (Theory & Practical)	3 hours	12.02.2016 (Friday)	14.00 hrs. to 17.00 hrs.	50/100
Paper-III	Administration (with books)	3 hours	10.02.2016 (Wednesday)	14.00 hrs. to 17.00 hrs.	40/100

Accordingly, you are requested to obtain written willingness of eligible TA/ STA who wishes to appear at the examination and send their willingness in the prescribed proforma as enclosed in the Annexure so as to reach this office by **21.12.2015** positively.

According to existing instructions, ministerial officers may appear at the written examination for the post of Inspector only after rendering a minimum service of two years as Tax Assistant/Stenographer and are within the age limit of 45 years as on **20.12.2015**. While forwarding the options you may please thoroughly scrutinize the same in the light of instructions as issued from time to time on the subject. No age limit is applicable for the candidates for the post of STA to be filled from TA only.

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The candidates may also be clearly informed that merely qualifying in the written examination will not confer upon them any right for promotion to the grade of Inspector. The eligibility for promotion depends upon several factors such as physical fitness, limit for chances availed and his/her suitability for the executive work etc. at the appropriate time. Adherence of due date for submission of the willingness is requested.

Yours faithfully,

15-12-15

(V.P.Singh)

C.No. II (12)1-ET/2014/ 13806- 13810 Dated: 15 /12/2015

Copy forwarded for information and necessary action to:-

1. The Joint Commissioner (CCO), Central Excise & Service Tax, Ranchi Zone, Patna.
2. The Additional Commissioner (A.E), Customs Hqrs., Patna.
3. The Additional Commissioner (P&V), Customs Hqrs., Patna.
4. The Dy./Asstt. Commissioner, Central Excise Divn. Patna/Muzaffarpur/Patna 1/Patna -II/ Service Tax, Patna/ Bhagalpur/Gaya
5. The Dy./Asstt. Commissioner, Customs Divn. Patna/Muzaffarpur/Motihari/Forbesganj
6. The Assistant Commissioner LCS, Raxol/Jogbani
7. The Additional Director General, National Academy of Customs, Excise & narcotics, NACEN Plot No. 3/86-E, Ambattur Industrial Estate, Chennai-600058 with reference to his letter C.No. 1/04/6/2015 dated 24.11.2015
8. The Deputy/Assistant Commissioner (H), Central Excise/Customs, Patna
9. Assistant Chief Account Officer, Central Excise (H), Patna.
10. The Superintendent (Systems)/(Conf.), Central Excise (H) Patna to ensure proper conduction of the exam.
11. The Administrative Officer, Central Excise/Customs (H), Patna to make arrangements for the examination.
12. The Branch I/C, Customs & Central Excise (All)
13. The Office Notice board, Central Excise & Customs, Patna

15.12.15

(V.P.Singh)
Assistant Commissioner (P&V)
Central Excise & Service Tax (H), Patna