
	<p>भारत सरकार / GOVERNMENT OF INDIA केन्द्रीय उत्पाद और सेवा कर प्रधान आयुक्त का कार्यालय OFFICE OF THE PR. COMMISSIONER OF CENTRAL EXCISE & SERVICE TAX, तिसरा मंजिल, केन्द्रीय राजस्व भवन, बीर चंद पटेल पथ, पटना- 800001. 3RD FLOOR, C.R. BUILDING (ANNEXE), B.C. PATEL PATH, PATNA -800001 दूरभाष संख्या/ PHONE NUMBER-0612 2505951 फैक्स संख्या/FAX NUMBER-06122504388 वेबसाइट/WEB SITE: www.cexpatna.bih.nic.in</p>	
<p>PATNA</p>	<p>C. No. V(30)04-Hqrs/BAMS/2016/13437-13492 Dated:23-12-2016</p>	

Office Order
Dated: 23-12-2016

In compliance with Department of Personnel & Training O. M. No. 11013 /9/ 2014-Estt. (A-III) dated 21st November, 2014; AADHAAR Enabled Biometric Attendance System (AEBAS) machines have been installed at the Ground floor to third floor of Central Revenue Building(Annexe), Birchand Patel Path, Patna to mark the attendance by the Officers and Staff of the Office of the Chief Commissioner, Central Excise & Service Tax, Ranchi Zone, Patna , Office of the Principal Commissioner, Central Excise & Service Tax Commissionerate, Patna , Office of the Commissioner (Appeals), Customs , Central Excise & Service Tax, Patna and of the Office of the Deputy Commissioner, Central Excise & Service Tax, Patna Division II.

1. All Officials will be required to mark their arrival and departure time in the Biometric Based Attendance Monitoring System machine with effect from 27-12-2016.
2. The office timings are from 09:30 AM to 06:00 PM with 30 minutes of lunch break from 01:30 PM to 02:00 PM and these are to be scrupulously observed. Each Official has to put in 40 Hrs. of work time for the 5 days week.

In case, if any of the machine is not functioning, the officials may mark their attendance in any other machine installed at the Ground floor to third floor of C. R. Building (Annexe), Birchand Patel Path, Patna.


 23.12.16
 Assistant Commissioner (Admin.)
 Central Excise & Service Tax Hqrs, Patna

C. No. V (30)04-Hqrs/BAMS/2016 / 13437-13492- Dated: 23-12-2016

Copy to:

1. The Chief Commissioner, Ranchi Zone, Patna;
2. The Principal Commissioner, Central Excise & Service Tax Commissionerate, Patna;
3. The Commissioner (Appeals), Customs, Central Excise & Service Tax, Patna;
4. The Joint Commissioner (P&V/Admin/A.E.), Central Excise & Service Tax Commissionerate, Patna;
5. The Additional Commissioner/Deputy /Assistant Commissioner, CCO, Central Excise & Service Tax, Ranchi Zone, Patna;
6. The Deputy/ Assistant Commissioner(A.E./Admin/P&V/Systems), Central Excise & Service Tax Hqrs, Patna;
7. The Assistant Commissioner, Central Excise & Service Tax, Patna Division II ;
8. The Pay and Accounts Officer/Chief Accounts Officer, Central Excise & Service Tax, Patna;
9. The Head of all branches and Staff of Office of the Chief Commissioner of Central Excise & Service Tax, Ranchi Zone, Patna;
10. The Head of all branches and Staff of Office of the Principal Commissioner, Central Excise & Service Tax Hqrs, Patna;
11. The Head of all branches and Staff of the Commissioner (Appeals), Customs, Central Excise & Service tax, Patna;
12. The Superintendent (System), Central Excise & Service Tax Hqrs, Patna for uploading in the departmental website.
13. The Notice Board;
14. The Guard File.


23.12.16
Assistant Commissioner (Admin.)
Central Excise & Service Tax Hqrs, Patna