F.No. 26017/69/2008-Ad.IIA  
Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Excise & Customs  

By Speed Post  

North Block,  
New Delhi the 18th August, 2016.

To,

1. All Cadre Controlling Chief Commissioners of Central Excise.
2. All the Cadre Controlling Chief Commissioners of Customs,
3. All the Cadre Controlling Directors General.

Subject: Ad-hoc promotion against vacancies of Administrative Officers (Central Excise) and Administrative Officers (Customs) – reg.

Sir,


2. It has come to notice that ad-hoc promotions in the grade of Administrative Officers continued since 2008 were later regularised by the Cadre Controlling Authorities. However, no uniform policy was adopted in regularizing these Ad-hoc promotions.

3. The matter has been examined in the Board. It has been decided that the ad-hoc appointments in the said grade may be regularised in terms of para 17.10 of DoP&T’s OM No. 22011/5/86-Estt.(D) dated 10th April, 1989 which stipulates as under –

**Date from which promotions are to be treated as regular**

The general principle is that, promotion of officers included in the panel would be regular from the date of validity of the panel or the date of their actual promotion, whichever is later.
4. It is requested that the necessary action to regularise the Adhoc appointments in the grade of Administrative Officer in terms of the guidelines indicated in para 3 above, may be taken, at the earliest. A compliance report may be sent to the Board by 30th September, 2016.

Encl: As above

Yours faithfully,

(S.A. Ansari)

Under Secretary to the Government of India
Tel. No. 011-23095528
F. No.A-26017/55/2008-Ad.II-A
Government of India
Ministry of Finance
Deptt. of Revenue
C.B.E.C.

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New Delhi, the 28th August, 2008.

To
1. All the Cadre Controlling Chief Commissioners of Central Excise.
2. All the Cadre Controlling Chief Commissioners Customs.
3. All the Cadre Controlling Directors General.

Subject:- Ad-hoc promotions against the vacancies of Administrative Officers(Central Excise) and Administrative Officers(Customs).

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Sir,

I am directed to state that pending finalization of the Recruitment Rules for the posts of Administrative Officers(Central Excise) and Administrative Officers(Customs) in consultation with the Deptt. of Personnel & Training and the Union Public Service Commission, this Deptt. had moved a proposal to the Deptt. of Personnel & Training for carrying out ad-hoc promotions against the existing vacancies of these posts in the interest of smooth functioning of the work of the CBEC. The DoP&T have since conveyed their approval for such ad-hoc promotions.

2. The officials who have put in not less than three years of regular service as DOS((Level-I/Level-II) are eligible for consideration for ad-hoc promotion. In accordance with the existing instructions on the subject, the ad-hoc promotions are required to be effected on seniority-cum-fitness basis, following completion of the usual procedural formalities with regard to reservation, vigilance clearance etc.

3. In view of the above, all the cadre controlling authorities in respect of the posts of Administrative Officers(Central Excise) and Administrative Officers (Customs) are requested to carry out ad-hoc promotion against the vacant posts under their control based on the latest seniority lists for the posts. This work may be completed by 30.9.2008.

4. In the first instance, the ad-hoc promotions will be for a period of 6 months.

5. As and when promotion orders are issued, copies of the same may kindly be endorsed to us.

Yours faithfully,

(S.K. Deb)
Under Secretary to the Govt. of India
Tele-Fax.: 23093476
F.No.A.26017/69/2008-Ad.IIA
Government of India
Ministry of Finance
Department of Revenue
Central Board of Excise & Customs

Ad.IIA Section

New Delhi the 16th October, 2009

To
All the Cadre Controlling Chief Commissioners of Central Excise;
All the Cadre Controlling Chief Commissioners of Customs
All the Cadre Controlling Directors General.

Sub:- Ad-hoc promotions against the vacancies of Administrative Officers (Central Excise) and Administrative Officers (Customs).

Sir,

I am directed to invite a reference to this office letter F.No.A.26017/55/2008-Ad.IIA dated 23th August 2008 on the above subject.

2. Through the above-referred letter, you were permitted to make ad-hoc arrangements against the vacant posts of Administrative Officers. The ad-hoc promotion of DOS was to be done as per conditions stipulated in the Board’s letter referred above.

3. Since the initial period of 6 months for making ad-hoc promotion is already over and the framing of Recruitment Rules for the post of Administrative Officer is likely to take some more time, you may continue the ad-hoc arrangements for a further period of 6 months. Where the officials concerned have been reverted on expiry of 6 months, they may be consider for ad-hoc promotion afresh for a fresh spell of six months.

4. In accordance with DOP&T instructions on the subject, the upper limit for making ad-hoc arrangement is one year. You are requested to send us a proposal for concurrence of DOP&T for extension where the ad-hoc appointments are likely to continue beyond one year or have already completed one year period of ad-hoc officiation. A statement showing names of officer, their dates of ad-hoc appointment and likely time for which extension required may kindly be included in the proposal.

5. This issues with the approval of Competent Authority.

Yours faithfully,

(Sushma Kataria)
Under Secretary to the Government of India
F.No.A.26017/69/2008-Ad.IIA
Government of India
Ministry of Finance
Department of Revenue
Central Board of Excise & Customs
Ad.IIA Section

New Delhi the 18th May, 2012

To
All the Cadre Controlling Chief Commissioners of Central Excise;
All the Cadre Controlling Chief Commissioners of Customs
All the Cadre Controlling Directors General.

Sub:- Ad-hoc promotions against the vacancies of Administrative Officers
(Central Excise) and Administrative Officers (Customs).

Sir,


2. Vide above-referred letters, all the Cadre Controlling Authorities under Central Board of Excise & Customs was permitted to make ad-hoc arrangements against the vacant posts of Administrative Officers by way of adhoc promotion to the officers of the level of Dy. Office Superintendent. The ad-hoc promotion was to be done as per conditions stipulated in the Board's letter referred above.

3. Since the period of 12 months for continuance of ad-hoc promotion vide above referred letter has already been expired in 2009 it-self, it is presumed that no adhoc Administrative Officer should be working in the Commissionerate under your administrative control. In case there is still any Administrative Officer working under your charge on ad hoc basis, it may please be clarified that as to how the pay and allowances in respect of these Government servants in question are being released and with whom authority. On receipt of above information, the matter for grant of ad hoc promotion to the Dy. Office Superintendent in the grade of Administrative Officer will be considered.

4. The information should be reached in the Board latest by 15th June 2012.

Yours faithfully,

(Sarvjit Singh)
Under Secretary to the Government of India
Tele: 011-23095528

Encl: As above