

F.No. A.12034/SSC/14/2017-Ad.III(B)
Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes & Customs

Gr. Floor, HudcoVishala Building
Bhikaji Cama Place, R.K. Puram
New Delhi-110066
Dated 30 / 12 / 2019

To,

The Chief Commissioner of CGST
Lucknow Zone
7-A, Ashok Marg
Lucknow-226001

Subject: Allocation of Junior Translator recommended for appointment by SSC on the basis of result of Junior Translator Examination, 2017-reg.

Sir/ Madam,

I am directed to refer to your letter No. II(3)74-CCSC/Dossier Allocation/J.T/LKO/2018 dated 04/10/2019 whereby the dossier of Shri. Kartik Chaudhary has been returned to SSC(ER) and to say that on the basis of result of Junior Translator Examination, 2017, Shri. Ajit Kumar Sharma is being allocated to Lucknow Zone.

2. The details of the candidate selected for the post of Junior Translator allocated to your cadre/zone is enclosed at **Annexure I**. You are requested to collect the dossiers of the said candidate at the earliest and in any case, within a fortnight.

4. It may kindly be ensured that before the offers of appointment are issued, all necessary formalities/ requirements (except verification of character and antecedents) as per the laid down procedure are completed, including medical examination, verification of original certificates regarding date of birth, educational qualifications, caste certificate, disability certificates and any other relevant documents, etc. In case of candidates belonging to the Scheduled Castes/ Scheduled Tribes/ Other Backward Classes, the original caste certificates issued by the Competent Authority should necessarily be checked before the offer of appointment is issued. As far as verification of character and antecedents is considered, DoPT's OM No. 18011/2(s)/2016-Estt.(B)(i) dated 29/06/2016 may strictly be followed. It is reiterated that the appointing authority must fully satisfy itself regarding the eligibility of a candidate to hold the post before issuing the letter containing the offer of appointment. If any discrepancy is found on any ground, the case may be referred to the Staff Selection Commission under intimation to the Board.

5. The Dossiers of the candidate who do not qualify in the medical examination or do not fulfil other requirements may be returned to the **Staff Selection Commission** with a Certificate to that effect, under intimation to the Board.

6. The offer of appointment should be sent only by **Registered Post**. If the letters are returned by the postal authorities undelivered, the letters, along with the envelopes containing remarks by the postal authorities should be retained for record purposes. In such cases, a copy of the offer of appointment should be sent to the correspondence/ permanent address of the candidates, if it is different from that of the initial mailing address. In case a candidate declines to accept the offer of appointment or fails to report for duty, or there is no response from him/her, even after issuance of a reminder through registered post, the offer of appointment should formally be cancelled and the candidate informed accordingly. The dossiers of candidates who decline to accept the offer and, in those cases, where the second letter is also returned undelivered, should be returned to the **Staff Selection Commission** under intimation to the Board, after placing therein a copy each of the letter containing the offer of appointment, subsequent reminder and the memorandum of the cancellation of offer of appointment.

7. **It may please be noted that any request for re-allocation of zone shall not be entertained by the Board.** The receipt of this communication and its enclosures may kindly be acknowledged.

Yours faithfully,

Encl: as above.

R. Jha.
30.12.2019

(Rajan Kumar Jha)

Deputy Secretary to the Govt. of India

Tel. 26162780

Copy to: (i.) Shri. Ajit Kumar Sharma
C- 48, Block- XVI, CPWD Qtr, Kunnumpuram
Kochi, Ernakulam- 682030

(ii.) DG(Systems& Data Mgmt.) through mail.

R. Jha.
30.12.2019

(Rajan Kumar Jha)

Deputy Secretary to the Govt. of India

Junior Translator Examination, 2017						
S.No.	Roll No.	Name	Cat	Cat Sel	Rank	Zone Allocated
1	9204000008	Ajit Kumar Sharma	1	1	291	Lucknow CGST