To,

(i.) The Chief Commissioners of Central GST,
(Chennai Zone), 26/1 Mahatma Gandhi Road, Nungambakkam
Chennai - 600034

(ii.) The Chief Commissioners of Central GST,
(Cochin/ Thiruvananthapuram Zone),
C.R.Building, I.S. Press Road, Ernakulam
Cochin - 682018

(iii.) The Chief Commissioners of Customs,
(Chennai Zone), Custom House, 60, Rajaji Salai
Chennai - 600 001

Subject: Provisional Zone allocation of remaining 11 candidates, selected for
the post of Stenographer Grade- II under CBIC selected through
Stenographer Grade- II, Examination 2017- reg.

Sir/ Madam,

In continuation with the Board’s letter of even no. dated 24/12/2019
(Annexure- I), vide which the Zone Allocation of 73 (out of 84) candidates was
uploaded on CBIC’s website, I am to enclose herewith, the Provisional Zone
allocation of remaining 11 candidates (Annexure- II), selected for the post of
Stenographer Grade- II under CBIC selected through Stenographer Grade- II,
Examination 2017.

2. With due approval of Revenue Secretary, the instant matter for remaining 11
candidates has been referred to DoP&T to seek a suitable clarification. Meanwhile,
due to the administrative exigencies, it has also been decided to allocate these 11
candidates, provisionally against the left-over GEN vacancies.

3. In view of the above, till appropriate clarifications are received from DoP&T,
the provisional allocation of the remaining 11 candidates against the Zones where
the corresponding 11 GEN vacancies remained unfilled (in alphabetical order of the
CODE of the Zone) is enclosed herewith (Annexure- II).

4. The allocation of candidates to various cadres has been made on “Merit-cum-preference” basis (i.e. candidates with higher merit/rank had better chances of getting cadres of their preference) subject to availability of vacancies of relevant category in the various cadres. While making allocation, all instructions of DOP&T have been followed. Each selected candidate was given an opportunity to indicate his/her options/preferences. Some candidates have not indicated any option/preference. In such cases, allocation has been made alphabetically (Code of Cadre Controlling Authority) where vacancies exist after allocation of the candidates who have given their options.

5. All the concerned Cadre Controlling Authorities are requested to collect the dossiers of the selected candidates at the earliest and in any case, within a fortnight.

6. 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.

7. 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.

8. √ 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.

9. **It is pertinent to mention here that the appointment of these 11 candidates shall purely be provisional/ temporary and liable to be terminated on short notice. The appointment shall be subject to the final decision of the DoP&T on the issue.**

10. **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.

11. This issues with the approval of Chairman (CBIC).

Yours faithfully,

Encl: as above.

(Mohammad Ashif)
Under Secretary to the Govt. of India
Tel. 26162780

Copy to: Directorate General of Systems, Customs & Central Excise, CBIC, 4th and 5th Floor, Samrat Hotel, Chanakyapuri, New Delhi with the request to place this letter, along with enclosed Lists of Candidates on the CBIC’s website.

(Mohammad Ashif)
Under Secretary to the Govt. of India
F.No. A.12034/SSC/15/2017-Ad.II(B)
Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes & Customs

*********
Gr. Floor, Hudco Vishwa-Building
Bhikaji Cama Place, New Delhi
New Delhi Dated 26-10-2019

To,

The Chief Commissioners of Central GST,
Bengaluru/ Chennai/ Cochin (Thiruvananthapuram)/ Delhi/ Goa/
Hyderabad/ Jaipur/ Lucknow/ Vadodara/ (List attached)

The Chief Commissioners of Customs,
Chennai/ Mumbai/ Goa/ Vishakhapatnam (List attached)

The Directors General,
Performance Management (List attached)

Subject: Allocation of Stenographer Grade- II, recommended for appointment by SSC on the basis of result of Stenographer Grade- II Examination, 2017-reg.

Sir/ Madam,

I am directed to say that on the basis of result of Stenographer Grade- II Examination, 2017, Staff Selection Commission (SSC) had recommended 84 Stenographer Grade- II for appointment in CBIC, as per the vacancies reported by the Department to the SSC for allocation to various cadres/zones.

2. The allocation of candidates to various cadres has been made on "as per-cum-preference" basis (i.e. candidates with higher merit/rank had better chances of getting cadres of their preference) subject to availability of vacancies in relevant category in the various cadres. While making allocation, all instructions in GOP&T have been followed. Each selected candidate was given an opportunity to indicate his/her options /preferences. Some candidates have not indicated any option/preference. In such cases, allocation has been made alphabetically (alphabetical code of Cadre Controlling Authority) where vacancies exist after allocation of the candidates who have given their options.
3. The List of 73 candidates selected for the post of Stenographers Grade II allocated to your cadre/zone is enclosed at Annexure-I. The list of remaining 11 candidates whose matter has been forwarded to DoP&T for decision is enclosed at Annexure-II. The allocation of these candidates (at Annexure - II) shall be intimated, as and when finalized by the Board. All the concerned Cadre Controlling Authorities are requested to collect the dossiers of the selected candidates 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 concerned, 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.

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

Encl: as above.

Yours faithfully,

(Mohammed Ashif)
Under Secretary to the Govt. of India
Tel: 3162780

Copy to: Directorate General of Systems, Customs & Central Excise, CBIC, 1st and 5th Floor, Samrat Hotel, Chanakyapuri, New Delhi with the request to place this letter, along with enclosed Lists of Candidates on the CBIC's website.

(Mohammed Ashif)
Under Secretary to the Govt. of India
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