

F.No. A.12034/SSC/08/2018-Ad.III(B)
Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes & Customs

Gr. Floor, Hudco Vishala Building
Bhikaji Cama Place, R.K. Puram
New Delhi Dated 17/03/2021

To,

All successful candidates of Stenographer Grade- I & II Examination, 2018 recommended for the post of **Stenographer Grade- I** (through e-Mail & CBIC's website).

Subject: - Calling of Options/Preferences from selected candidates for allocation of Zones – reg.

Sir/Madam,

As you are aware, the Staff Selection Commission (SSC) has declared the final results of the Stenographer Grade- I & II, Examination, 2018. Based on the results, you have been nominated by SSC to the Central Board of Indirect Taxes & Customs (CBIC) for appointment as **Stenographer Grade- I**.

2. Candidates are requested to refer to SSC Notification dated 22/10/2018 relating to Stenographer Grade- I & II Examination, 2018. Nature of physical disabilities for the post of **Stenographer Grade- I** are prescribed at Para 3 of the SSC notification.

3. As per the prevailing system, each candidate is to be allocated to one of the Cadre Controlling Authorities under CBIC. The Cadre Controlling Authority (CCA) of the concerned Zone, to which a candidate is allocated, thereafter, issues the offer of appointment. As per the prevailing guidelines, such allocation is made on merit-cum-preference basis, to the extent vacancies are available. The list of Cadre Controlling Authorities under CBIC along-with the Codes is enclosed at **Annexure- I**. The category-wise and Cadre Controlling Authority-wise vacancies is enclosed at **Annexure- B**. As the vacancies relate to 19 Cadre Controlling Authorities, **the preferences are to be restricted to the 19 CCAs**.

4. You are requested to indicate your options/ preferences for all zones in the Proforma (**Annexure-II**) indicating Name and Code of Cadre Controlling Authorities in Column No. (2) and (3). You are also advised not to leave any option blank. The duly completed Proforma must be submitted through e-mail only in e-Mail ID mohammad.ashif@nic.in **latest by 31.03.2021** failing which it would be presumed that you have no options/ preferences. **All the candidates are informed that options shall be exercised only once**. Therefore, candidates are also advised not to submit duplicate/multiple mails which shall not be entertained. The Candidates are also advised to use the e-mail as given in their application forms in which correspondence shall be made.


 17.3.2021

5. The Proforma for exercising options may be **downloaded from the website** i.e. www.cbic.gov.in and sent to the undersigned in the prescribed Proforma **by email only within due date**. A self-attested copy of the Admit Card issued by SSC (at the time of examination. Any, if not latest) along-with a self-attested copy of ID proof (Aadhar Card/ PAN Card/ Voter ID) should also be scanned/attached with the proforma. **Options/preferences by hand or by post/speed post etc. will not be accepted.**

6. After successful compilation of all the options/preferences thus received within due date, CBIC would upload the data on CBIC's website so as to enable the candidates to view the exercised options/preferences. In case of any discrepancy, it may be brought to the notice of CBIC for rectification.

Yours faithfully,

Encl : As above.



17.03.2021

(Mohammad Ashif)

Under Secretary to the Govt. of India

Tel. 26162780

e-Mail ID on which options/preferences are to be uploaded: mohammad.ashif@nic.in

ANNEXURE-'A'												
Direct recruitment quota vacancies for post of Stenographer I under CBIC for year 2017 & 2018												
Sl. No.	Cadre Controlling Zone	Participating Zone & Commissionerates / Directorates	Total Number of Direct Recruitment Vacancies for the year 2017 & 2018 for reporting Gen to SSC	Vertical Reservation					Horizontal Reservation			
				Gen	SC	ST	OBC	Total	Physically Handicapped			
									OH	HH	VH	
CGST												
1	BANGALORE	Combined Commissionerates of Karnataka	23	12	3	2	6	23	1	0	0	
2	BHOPAL	Bhopal/Indore/Raipur/Ujjain/Jabalpur/Nagpur-I/Nagpur-II/Audit/, Nagpur/Audit, Indore/Audit, Raipur/Audit, Bhopal	17	10	2	1	4	17	1	0	0	
3	BHUBANESHWAR	C.Ex. Bhubaneswar I & II ,Rourkela, Customs(P), Chandigarh Zone & Participating Commissionerates GST	5	4	0	0	1	5	0	0	0	
4	CHANDIGARH	Chandigarh/Shimla/Ludhiana/Jalandhar/Jammu /Audit- Chandigarh/ Jammu/Ludhiana/ Appeals- Chandigarh/ Jammu/Ludhiana/ Customs- Amritsar/Ludhiana	0	0	0	0	0	0	0	0	0	
5	CHENNAI	Tamilnadu & Pondichery	30	16	4	2	8	30	1	0	0	
6	COCHIN (Thiruvananthapuram)	Central Tax & Central Excise Cochin, Central Tax & Central Excise Calicut, Central Tax & Central Excise Trivandrum, Audit, Cochin CCP, Cochin	8	5	1	0	2	8	0	0	0	
7	DELHI	C.Ex Delhi Zone, CCO, Servive Tax, CCO, Customs(DZ/Prev)	40-1=39	20	6	3	10	39	2	0	0	
8	GOA	Pune Zone, Goa Central Excise	2	2	0	0	0	2	0	0	0	

* - Total vacancies in DELHI, CGST is 39 *17.3.2021*

ANNEXURE - 'A'											
Direct recruitment quota vacancies for post of Stenographer-I under CBIC for year 2017 & 2018											
Sl. No.	Cadre Controlling Zone	Participating Zone & Commissionerates / Directorates	Total Number of Direct Recruitment Vacancies for the year 2017 & 2018 for reporting Gen to SSC	Vertical Reservation				Horizontal Reservation			
				Gen	SC	ST	OBC	Total	Physically Handicapped		
									OH	IH	VH
9	HYDERABAD	Hyd/Vizag zones	22	11	3	2	6	22	1	0	0
10	JAIPUR	CGST & Central Excise, Jaipur Zone, Jaipur and CGST & C. Ex. Alwar/Jaipur/Jodhpur/Udaipur/Audit Jodhpur/Appeals Jaipur, Jodhpur/ Appeals Jaipur, Jodhpur/ Customs Jodhpur (Hqs at Jaipur)	8	5	1	0	2	8	0	0	1
11	KOLKATA	Kolkata Central Excise I/ III/ IV/ V, Kolkata Audit- III, C.Ex. Haldia/ Bolpur/ Siliguri/ Service Tax and CCGP) W.B., Durgapur and siliguri, LTU, Service Tax- III/Audit	24	14	3	1	6	24	1	0	0
12	LUCKNOW	Lucknow & Meerut	5	4	0	0	1	5	0	0	0
13	PUNE	All Commissionerates under Mumbai GST Zones, All Commissionerates under Pune GST & Customs except GOA(GST+CUSTOMS+APPEALS), Nashik GST, Aurangabad GST+ Nashik Audit, Nashik Appeals	49	26	7	3	13	49	1	0	1
14	RANCHI	CGST & CX, Ranchi Zone, Patna	6	5	1	0	0	6	0	0	0
15	SHILLONG	Shillong GST & Cx, Dibrugarh GST & Cx, Guwahati GST & Cx, Customs(P) NER, Shillong, Commr.(Appeals), Audit Shillong, Itanagar GST & Cx, Imphal GST & Cx, Agartala GST & Cx, Aizawal GST & Cx, Dimapur GST & Cx	8	5	1	0	2	8	0	0	0
16	VADODARA	C.Ex. Vadodara Zone, Ahmedabad, Ahmedabad Customs	38	19	6	3	10	38	1	1	1
TOTAL VACANCIES OF Stenographer's Grades - I - CENTRAL EXCISE			285-1=284	158	38	17	71	284	9	1	3

Due to revision in DELHI, CGST vacancies.

17.3.2021

ANNEXURE-'A'											
Direct recruitment quota vacancies for post of Stenographer-I under CBIC for year 2017 & 2018											
Sl. No.	Cadre Controlling Zone	Participating Zone & Commissionerates / Directorates	Total Number of Direct Recruitment Vacancies for the year 2017 & 2018 for reporting to SSC	Vertical Reservation				Horizontal Reservation			
				Gen	SC	ST	OBC	Total	Physically Handicapped		
									OH	HH	VH
CUSTOMS											
17	CHENNAI	Chennai Customs Zone	12	8	1	0	3	12	0	0	0
18	COCHIN (Thiruvananthapuram)	Custom House Cochin	0	0	0	0	0	0	0	0	0
19	GOA	Goa Customs	0	0	0	0	0	0	0	0	0
20	KOLKATA	W.B. Cus(P), Kolkata Port, Kolkata (AP&ACC), Appeal-Kolkata, CCO & CCA	8	5	1	0	2	8	1	0	0
21	MUMBAI-I	Mumbai Customs	26	13	4	2	7	26	1	0	0
22	*VIZAG	Visakhapatnam custom House	0	0	0	0	0	0	0	0	0
TOTAL VACANCIES OF Stenographer's Grades - I - CUSTOMS			46	26	6	2	12	46	2	0	0
DTE/DTE. GEN											
24	DGPM	DG of Performance Management & its cadre Dtes, legal affair, Safeguard #	84	44	12	6	22	84	2	0	0
TOTAL VACANCIES OF Stenographer's Grades - I - DIRECTORATE			84	44	12	6	22	84	2	0	0

DGPM is the Cadre Controlling Authority for all Directorates under CBIC located all over the country.

[Signature] 17.3.2021

ANNEXURE - 'A'											
Direct recruitment quota vacancies for post of Stenographer-I under CBIC for year 2017 & 2018											
Sl. No.	Cadre Controlling Zone	Participating Zone & Commissionerates / Directorates	Total Number of Direct Recruitment Vacancies for the year 2017 & 2018 for reporting Gen to SSC	Vertical Reservation				Horizontal Reservation			
				Gen	SC	ST	OBC	Total	OH	HH	VH
		TOTAL VACANCIES OF Stenographer's Grades - I - CGST	285	158	38	17	72	285	9	1	3
		TOTAL VACANCIES OF Stenographer's Grades - I - CUSTOMS	46	26	6	2	12	46	2	0	0
	Central Board of Indirect Taxes & Customs, Department of Revenue, Ministry of Finance	TOTAL VACANCIES OF Stenographer's Grades - I - DIRECTORATE	84	44	12	6	22	84	2	0	0
		GRAND TOTAL VACANCIES OF Stenographer's Grades - I	# 415- 1414 228		56	25	105 106	414 415	13	1	3

* Vizag has sent regular vacancy as "Nil" and anticipated vacancy '1' for the year 2017.

- Due to revision in DELHI, CGST VACANCIES. *[Signature]* 17.3.2021

LIST OF CADRE CONTROLLING AUTHORITIES UNDER CBIC

S.No.	Name of Cadre Controlling Authority	Code of Cadre Controlling Authority
A.	CGST	
1.	Bangalore	A
2.	Bhopal	B
3.	Bhubaneshwar	C
4.	Chandigarh	D
5.	Chennai	E
6.	Cochin/ Thiruvananthapuram	F
7.	Delhi	G
8.	Goa	H
9.	Hyderabad	I
10.	Jaipur	J
11.	Kolkata	K
12.	Lucknow	L
13.	Mumbai	M
14.	Pune	N
15.	Ranchi	O
16.	Shillong	P
17.	Vadodara	Q
B.	Customs	
18.	Chennai Customs Zone	R
19.	Cochin/ Thiruvananthapuram Customs Zone	S
20.	Goa Customs Zone	T
21.	Kolkata Customs Zone	U
22.	Mumbai-I Customs Zone	V
23.	Vishakhapatnam Customs Zone	W
C.	Directorates	
24.	Directorate General of Performance Management	@

M. Raj
17.3.2021

Form for indicating Options/Preferences for allocation of Zones for the post of Stenographer Grade- I under CBIC, Examination- 2018

Please indicate preferences for all 19 Cadre Controlling Authorities for which vacancies reported as at Annexure- B.

Option/Preference No.	Name of the Cadre Controlling Authority	Code of Cadre Controlling Authority
(1)	(2)	(3)
1 st		
2 nd		
3 rd		
4 th		
5 th		
6 th		
7 th		
8 th		
9 th		
10 th		
11 th		
12 th		
13 th		
14 th		
15 th		
16 th		
17 th		
18 ^h		
19 th		

Signature _____

Email ID: _____

Name: _____

Roll No: _____

Father's Name: _____

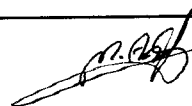
Rank: _____

Mob. No.: _____

Date of Birth: _____

Correspondence Address: _____

Dated: _____


 17.3.2021

Notes/Instructions for guidance of candidates:

1. The allocation shall be on merit-cum-preference basis. The submission of options/preferences by a candidate does not confer any right to claim allocation of zones within the preferences indicated. **Options once exercised would be treated as final and the same cannot be changed in any circumstances.** Similarly, if a candidate does not indicate any preference, the Department will be free to allocate him/her to any zone as per the administrative exigencies.
2. The candidate must send the duly filled-in Form to the following e- Mail ID, by **e-Mail only, by 31.03.2021.**

**Shri Mohammad Ashif, Under Secretary, Ad. III B
Central Board of Indirect Taxes & Customs (CBIC)
Department of Revenue, Ministry of Finance
Ground Floor, Hudco Vishala Building
Bhikaji Cama Place, New Delhi – 110066.
Tele Fax : 011-26162780**

Email: mohammad.ashif@nic.in

 17.3.2021