



सत्यमेव जयते

Joy Kumari Chander

Special Secretary & Member

भारत सरकार
GOVERNMENT OF INDIA
वित्त मंत्रालय / राजस्व विभाग
MINISTRY OF FINANCE/DEPARTMENT OF REVENUE
केन्द्रीय उत्पाद एवं सीमा शुल्क बोर्ड
CENTRAL BOARD OF EXCISE & CUSTOMS
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D.O.No.A-32012/02/2014-Ad.IIA

5 February, 2015

Dear Chief Commissioner,

Please refer to this Ministry's letter of even number dated 13th January, 2015 (copy enclosed) requesting for relevant documents in respect of 237 Administrative Officer as per Seniority list upto 31.12.2008 for holding meeting of DPC for promotion from the grade of Administrative Officer (Gr. 'B') to the grade of Chief Accounts Officer (Central Excise, Gr. 'A') by 31st January, 2015. The relevant document/ information is yet to be received.

2. You would appreciate that as per extant guidelines of the Government, DPC proposals are required to be submitted complete in all respects. Therefore, concerned Cadre Controlling Authority is required to give personal attention to furnish the complete ACRs/APAR dossiers, Vigilance clearance Certificate, Integrity Certificate, Penalty statement for the last 10 years (along with copies of charge sheet Order - in Original and Order of Appeal if any) and Below Bench Mark Certificate as per DOP&T OM No. 2101/1/2010-Estt. (A) dated 13.04.2010 & DOP&T OM No. 21011/1/2005-Estt.(A) dated 14.05.2009, to the Board.

3. I would request you to please look into the matter personally and expedite submission of relevant information/document etc. pending at your end, so as to reach the Board latest by 16th February, 2015 positively.

With

Yours

Joy Kumari Chander
(JOY KUMARI CHANDER)

Encl: as above

To

Cadre Controlling Authorities (Central Excise/ DG/ Directorates).
(As per list attached).

*Listed
in the list
attached
below
9/2/15*

List of Cadre Controlling Authority (Central Excise/ DG/ Directorates)

1. Chief Commissioner, Bangalore
2. Chief Commissioner, Bhubaneswar
3. Chief Commissioner, Chandigarh
4. Chief Commissioner, Chennai
5. Chief Commissioner, Cochin
6. Chief Commissioner, Delhi
7. Chief Commissioner, Hyderabad
8. Chief Commissioner, Jaipur
9. Chief Commissioner, Kolkata
10. Chief Commissioner, Lucknow
11. Chief Commissioner Mumbai
12. Chief Commissioner, Nagpur
13. Chief Commissioner, Ranchi
14. Chief Commissioner, Shillong
15. Chief Commissioner, Vadodara
16. Director General, DGRI
17. Director General, DGCEI
18. Commissioner, DODM
19. Commissioner, DPPR
20. Commissioner, Directorate of Logistics

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F.No.A-32012/02/2014-Ad.IIA
Government of India
Ministry of Finance
Department of Revenue
Central Board of Excise & Customs

New Delhi, the 13th January, 2015

To

All Cadre Controlling Chief Commissioners of Central Excise, Service
Tax & Customs (Central Excise)
All Cadre Controlling Director General under CBEC
The Director General (HRD) CBEC,

Subject: Proposal for convening the DPC for promotion to the grade of
Chief Accounts Officer (Central Excise) holding of DPC for the
vacancy year 2013-14 and 2014-15-regarding.

Sir/Madam,

I am directed to say that it has been decided to hold the DPC for the
Vacancy year 2013-14 and 2014-15 for promotion from the grade of
Administrative Officer (Group 'B') to the grade of Chief Accounts Officer
(Group 'A') (Central Excise).


2. Accordingly, it is requested that the following documents in respect of the
officers (Annexure-I) may be provided to the Board for preparing the DPC
proposal.

- i) Complete ACRs/APARs dossiers. If any of the ACR/APAR could not be
written in respect of any officer, a No Report Certificate & No Review
Certificate should invariably be placed in respective ACR/APAR dossier
clearly stating the reason for non-availability of the ACR/APAR. Where
original ACR/APAR is not available, the photo copy of the ACR/APAR
should be attested by the concerned appropriate officer. While forwarding
the ACR/APAR dossier, it may kindly be ensured that the ACR dossiers
in respect of all the officers mentioned in the Seniority List, pertaining to
your zone, should be supplied to this Ministry irrespective of fact whether
any of them has already retired.
- ii) Below Bench Mark certificate in respect of all the officers as per DOP&T
OM No.2101/1/2010-Estt.(A) dated 13.04.10 & DOP&T OM No.
21011/1/2005- Estt.(A) dated 14.05.2009;
- iii) Integrity Certificate in respect of all the officers of the concerned zone in
accordance with the instructions contained in DOP&T OM. No.1/9/71-
Estt.(D) dated 22.1.1972;

1/15/15
15/1/15

- iv) A list of the officers, if any, against whom vigilance proceeding are either pending or contemplated;
 - v) A statement of penalty imposed on any officer during last 10 years along with copy of penalty order, Charge Sheet concerning your Commissionerate;
 - vi) Details of court case on the seniority/promotion matter, if any, concerning your Commissionerate.
4. It may be noted the requisite information in respect of all eligible officers, whether retired or in service, (except those promoted in earlier DPCs) should invariably be submitted to this Ministry in one go and not in piece-meal latest by 31st January, 2015.
5. Discrepancy, if any, may be brought to the notice of the Board.

Yours faithfully,


(S.A. Ansari)

Under Secretary to the Government of India
Phone No. 011-23095528

Encl: Annexue-I

Copy to: DG,HRD, CBEC for providing the updated ACR dossier, complete in all respect, available with them to this Ministry urgently.