



मुख्य आयुक्त कार्यालय
OFFICE OF THE CHIEF COMMISSIONER
सी.जी.एस.टी एवं केन्द्रीय उत्पाद शुल्क, जयपुर परिक्षेत्र, जयपुर
CGST & CENTRAL EXCISE, JAIPUR ZONE, JAIPUR
नव केन्द्रीय राजस्व भवन, स्टैच्यु सर्किल, सी-स्कीम, जयपुर-302005 (राज.)
NEW CENTRAL REVENUE BUILDING, STATUE CIRCLE, C-SCHEME, JAIPUR – 302005 (RAJ.)
EMAIL: ccu1400@rediffmail.com (कैडर कंट्रोल यूनिट) Telefax: 0141-2385813

सेवामें,

अपर/संयुक्त आयुक्त (का.एवं सत.),
सीजीएसटी एवं के.उ.शु. आयुक्तालय,
जयपुर/ अलवर / उदयपुर /जोधपुर।

उप/सहायक आयुक्त,
सीजीएसटी एवं के.उ.शु. संभाग.....

महोदय,

विषय:- माह-फरवरी, 2022 में निरीक्षक (केन्द्रीय कर), के पद पर स्थाईकरण हेतु विभागीय परीक्षा
(Departmental Examination for Confirmation of Inspectors of Central Tax)
के क्रम में।

उपरोक्त विषयान्तर्गत लेख है कि नासिन, कानपुर द्वारा दिनांक 08.02.2022 से 11.02.2022 तक निरीक्षक (केन्द्रीय कर), के पद पर स्थाईकरण हेतु विभागीय परीक्षा (Departmental Examination for Confirmation of Inspectors of Central Tax) आयोजित की जा रही है, जो कि नव केन्द्रीय राजस्व भवन, जयपुर में ली जानी है। उपरोक्त परीक्षा की समय सारणी तथा परीक्षा में बैठने वाले निरीक्षकों की सूची संलग्न है।

2. आपसे आग्रह है कि आपके कार्यालय के क्षेत्राधिकार में कार्यरत निरीक्षकों को उक्त विभागीय परीक्षा में उपस्थित होने हेतु आवश्यक रूप से निर्देशित करें।

3. विभागीय परीक्षा (केन्द्रीय उत्पाद शुल्क एवं सीमा शुल्क) नियम, 2008 के पैरा 7 (छूट) के टिप्पण (4) के अनुसार, किसी अधिकारी को, जिसने अपनी मैट्रिक या समतुल्य परीक्षा या उच्चतर परीक्षा हिन्दी विषय के साथ उत्तीर्ण की है, संबंधित आयुक्त द्वारा हिन्दी में परीक्षा देने से छूट दी जा सकेगी, परंतु यह तब जबकि यह छूट उस अधिकारी को अनुज्ञेय नहीं होगी जिसने वैकल्पिक विषय के रूप में हिन्दी ली है और मैट्रिक अथवा उच्चतर स्तर की परीक्षा में असफल रहा है। तदनुसार यदि उपरोक्त परीक्षा में सम्मिलित होने वाला कोई अभ्यर्थी परीक्षा के प्रश्न संख्या-V में उपस्थित होने से छूट चाहता है तो उनका 'आयुक्त, मुख्य आयुक्त कार्यालय, सीजीएसटी एवं के.उ.शु., जयपुर जोन, जयपुर' को संबोधित प्रार्थना पत्र उनकी जिस परीक्षा के आधार पर वे छूट चाहते हैं उस परीक्षा की अंकतालिका/प्रमाण पत्र मय स्वयं प्रमाणित प्रति के साथ इस कार्यालय को अग्रेषित किया जाना चाहिये।

4. Further, as per the instructions of the NACIN following is to be ensured during the examination process for maintaining the sanctity of departmental examination:

- (i) Electronic gadgets such as Mobile Phones, Tablets, I-pad etc are not allowed to be carried into examination hall by the candidates.
- (ii) Candidates are not allowed to discuss the questions among themselves.
- (iii) In case of paper (without books), Manual, Tariff & other books etc. are not allowed to be carried into examination hall.
- (iv) In case of paper (with books), only prescribed books are allowed to be carried into examination hall by the candidates.

संलग्न - उपरोक्तानुसार

भवदीय,
Digitally Signed by Shashi
Panwar
Date: 07-01-2022 11:28:34
Reason: Approved
(शशि पंवार)
संयुक्त आयुक्त (सी.सी.यू.)

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है -

1. प्रशासनिक अधिकारी (मु.), केन्द्रीय जीएसटी एवं के.उ.शु. आयुक्तालय, जयपुर को परीक्षा से संबंधित आवश्यक व्यवस्था के प्रबन्ध हेतु।
2. अधीक्षक (कम्प्यूटर), केन्द्रीय जीएसटी एवं के.उ.शु. आयुक्तालय, जयपुर को विभागीय वेबसाईट पर अपलोड करने हेतु।
3. निजी प्रति/ गार्ड फाईल/ नोटिस बोर्ड।



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LIST OF THE INSPECTORS WHO HAVE TO APPEAR IN THE DEPARTMENTAL EXAMINATION FOR CONFIRMATION TO BE HELD FROM 08.02.2022 TO 11.02.2022 AT CGST & CE (Hqrs.), N.C.R.B., STATUE CIRCLE, JAIPUR

- Y INDICATES THE CANDIDATE IS REQUIRED TO APPEAR IN THE PAPER
- INDICATES THE CANDIDATE IS NOT REQUIRED TO APPEAR IN THE PAPER

क्र.	क्र.	अभ्यर्था का नाम सवश्री/ श्री	श्रे	डॉ. डी. डी.	रु						
						I	II	III	IV	V	VI
1	2	3	4	5	6	7	8	9	10	11	12
1	FEB-2022- INSP/01	MOHIT BANSAL	UR	05.08.98	CGST Division-G, Bikaner	Y	Y	Y	Y	Y	Y
2	FEB-2022- INSP/02	NAMRATA SHARMA	UR	12.10.97	CGST, Hqrs. Jaipur	Y	Y	Y	Y	Y	Y
3	FEB-2022- INSP/03	VISHAL SHRIMAL	UR	02.07.93	CGST Division-E, Bhilwara	Y	Y	Y	Y	Y	Y
4	FEB-2022- INSP/04	MAHIPAL SINGH SHAKTAWAT	UR	01.02.95	CGST, (Hqrs.) Udaipur	Y	Y	Y	Y	Y	Y
5	FEB-2022- INSP/05	MANISH BHATI	OBC	27.10.92	CGST, Hqrs. Jodhpur	Y	Y	Y	Y	Y	Y
6	FEB-2022- INSP/06	GOURAV VAISHNAV	OBC	25.12.95	CGST, (Hqrs.), Jodhpur	Y	Y	Y	Y	Y	Y
7	FEB-2022- INSP/07	RAHUL	OBC	10.05.98	CGST Division-G, Sikar	Y	Y	Y	Y	Y	Y
8	FEB-2022- INSP/08	SAGAR SHARMA	UR	15.10.95	CGST Division-H, Sriganganagar	Y	Y	Y	Y	Y	Y
9	FEB-2022-	ADITYA CHAUDHARY	UR	10.09.92	CGST Division-H, Kota	Y	Y	Y	Y	Y	Y

	INSP/09												
10	FEB-2022- INSP/10	MOHIT KUMAR SINGHAL	UR	06.05.93	CGST Division-A, Jodhpur	Y	Y	Y	Y	Y	Y		
11	FEB-2022- INSP/11	PRATEEK SHEORAN	OBC	01.01.95	CGST (Hqrs.), Udaipur	Y	Y	Y	Y	Y	Y		
12	FEB-2022- INSP/12	ARVIND KUMAR GARG	UR	21.01.94	CGST Division-B, Jodhpur	Y	Y	Y	Y	Y	Y		
13	FEB-2022- INSP/13	AMIT PRAJAPAT	OBC	05.07.94	CGST Division-A, Jodhpur	Y	Y	Y	Y	Y	Y		
14	FEB-2022- INSP/14	DUSHYANT SINGH GURJAR	OBC	21.01.97	CGST (Hqrs.), Udaipur	Y	Y	Y	Y	Y	Y		
15	FEB-2022- INSP/15	ARCHANA	OBC	06.09.93	CGST Division-E, Jaipur	Y	Y	Y	Y	Y	Y		
16	FEB-2022- INSP/16	RAKESH KUMAR SAINI	OBC	20.07.94	CGST (Hqrs.), Jaipur	Y	Y	Y	Y	Y	Y		
17	FEB-2022- INSP/17	AKSHAY KUMAR KUMAWAT	OBC	01.10.95	CGST Division-A, Jaipur	Y	Y	Y	Y	Y	Y		
18	FEB-2022- INSP/18	GOVIND KHATIK	SC	05.03.94	CGST (Hqrs.), Udaipur	Y	Y	Y	Y	Y	Y		
19	FEB-2022- INSP/19	RAHUL KUMAR SANKHALA	SC	15.07.98	CGST Division-E, Behror	Y	Y	Y	Y	Y	Y		
20	FEB-2022- INSP/20	RAVI KUMAR	SC	03.08.97	CGST Division-I, Jaipur	Y	Y	Y	Y	Y	Y		
21	FEB-2022- INSP/21	SANJAY KUMAR BARWAR	SC	07.09.95	CGST Division-G, Jaipur	Y	Y	Y	Y	Y	Y		

नोट:- सभी अभ्यर्थियों को निदेश दिये जाते हैं कि परीक्षा समय से 30 मिनट पूर्व परीक्षा स्थल पर उपस्थित हों।

EXAMINATION SCHEDULE

PAPER	SUBJECT	DURATION	DATE	TIME	Pass Marks
PAPER-I	Central Excise (Without Books)	3 hours	08.02.2022	10.00 -- 13.00 hrs.	50/100
PAPER-II	Customs (With Books)	3 hours	08.02.2022	14.00 -- 17.00 hrs.	50/100
PAPER-III	Administration (With Books)	3 hours	09.02.2022	10.00 -- 13.00 hrs.	50/100
PAPER-IV	Law (With Books)	3 hours	09.02.2022	14.00 - 17.00 hrs.	50/100

PAPER-V	Hindi	2 hours	10.02.2022	10.00 - 12.00 hrs.	37/75
	Hindi (Viva-Voce)	-	10.02.2022	14.00 -- 18.00 hrs.	13/25
PAPER-VI	Viva-Voce	-	11.02.2022	09.30–1800 hrs.	50/100

**DEPARTMENTAL EXAMINATION FOR
INSPECTORS OF CENTRAL TAX FOR CONFIRMATION**

EXAMINATION SCHEDULE TO BE HELD W.E.F. 08.02.2022 to 11.02.2022

<i>PAPER</i>	<i>SUBJECT</i>	<i>DURATIO N</i>	<i>DATE</i>	<i>TIME</i>	<i>PASS MARKS</i>
PAPER-I	Central Excise <i>(Without Books)</i>	3 hours	08.02.202 2	10.00- 13.00 hrs.	50/100
PAPER-II	Customs <i>(With Books)</i>	3 hours	08.02.202 2	14.00- 17.00 hrs.	50/100
PAPER-III	Administratio n <i>(With Books)</i>	3 hours	09.02.202 2	10.00- 13.00 hrs.	50/100
PAPER- IV	Law <i>(With Books)</i>	3 hours	09.02.202 2	14.00- 17.00 hrs.	50/100
PAPER-V	Hindi	2 hours	10.02.202 2	10.00- 12.00 hrs.	37/75
PAPER-V	Hindi <i>(Viva-Voce)</i>		10.02.202 2	14.00- 18.00 hrs.	13/25
PAPER- VI	Viva-Voce		11.02.202 2	During office hrs. 9.30 to 18.00 hrs	50/100

APPENDIX 'E'
[See Rule 2(1)(e)]

SYLLABUS FOR THE DEPARTMENTAL EXAMINATION FOR INSPECTORS

(Maximum marks for each paper will be 100)

PAPER-I: Central Excise (Without Books)

(a)	Maximum Marks	-	100
(b)	Pass Marks	-	50
(c)	Time allowed	-	3 hours

1. *The Central Excise Act, 1944 (1 of 1944) [Amendments made in Central Excise Acts, 1994 vide Taxation Laws (Amendment) Act, 2017 rules and regulation made therein].*
2. *The Central Excise Rules, 2002.*
3. *The Central Excise Tariff Act, 1985 (5 of 1986).*
4. *The CENVAT Credit Rules, 2004.*
5. *The Central Board of Excise and Customs Manual.*
6. *Board's Standing Orders, Notifications and Circulars relating to Central Excise.*

PAPER-II: CUSTOMS (WITH BOOKS)

(a)	Maximum Marks	-	100
(b)	Pass Marks	-	50
(c)	Time allowed	-	3 hours

Syllabus:

1. *The Customs Act, 1962 (52 of 1962);*
2. *The Customs Tariff Act, 1975 (51 of 1975);*
3. *The Customs Rules and Procedures;*
4. *The Foreign Trade Policy-2015-20 (Extended till March 2021);*
5. *Hand book of Export and Import Procedure;*
6. *The Customs, Allied Acts and Rules made thereunder;*
7. *The Special Economic Zone Act, 2005 and Rules made thereunder.*

PAPER-III: ADMINISTRATION (WITH BOOKS)

(a)	Maximum Marks	-	100
(b)	Pass Marks	-	50
(c)	Time allowed	-	3 hours

Syllabus:

1. *The Fundamental Rules and Supplementary Rules.*
2. *The Central Civil Services (Classification, Control and Appeal) Rules 1965.*
3. *The Central Civil Services (Conduct) Rules, 1964.*
4. *The General Provident Fund (Central Services) Rules, 1972.*
5. *The General Financial Rules.*
6. *The Central Treasury Rules.*

PAPER-IV: LAW (WITH BOOKS)

- | | | | |
|-----|---------------|---|---------|
| (a) | Maximum Marks | - | 100 |
| (b) | Pass Marks | - | 50 |
| (c) | Time allowed | - | 3 hours |

Syllabus:

1. *The Constitution of India.*
2. *The Indian Penal Code, 1860 (45 of 1860).*
3. *The Code of Criminal Procedure 1973(2 of 1974).*
4. *The Code of Civil Procedure, 1908 (5 of 1908).*
5. *The Indian Evidence Act, 1872(1 of 1872).*
6. *The Provisional Collection of Taxes Act, 1931(16 of 1931)*

PAPER-V: HINDI**I. HINDI (WRITTEN)**

- | | | | |
|-----|---------------|---|---------|
| (a) | Maximum Marks | - | 75 |
| (b) | Pass Marks | - | 37 |
| (c) | Time allowed | - | 2 hours |

1. *Translation of a passage from English to Hindi and from Hindi to English;*
2. *Correction of sentences and giving Hindi words equivalents for English words;*
3. *Answer from the Hindi passage;*
4. *Classification of Official Language Act, 1963(19 of 1963); and*
5. *Knowledge of Hindi rules and regulations.*

II. HINDI (VIVA-VOCE)

- | | | | |
|-----|---------------|---|----|
| (a) | Maximum Marks | - | 25 |
| (b) | Pass Marks | - | 13 |

Syllabus:

1. *Conversation;*
2. *Reading of petitions and documents written in manuscripts in Hindi;*

PAPER-VI: VIVA-VOCE

- | | | | |
|-----|---------------|---|-----|
| (a) | Maximum Marks | - | 100 |
| (b) | Pass Marks | - | 50 |

Syllabus:

Questions on general working of the Commissionerate, General awareness in Science, Economy and Geography etc. and General Knowledge relating to production of the excisable goods in India and excise procedure relating to Domestic Industry, Exports Oriented Units (EOUs), Electronics Hardware Technological Parks (EHTPs), and Software Technological Parks (STPs) etc. Knowledge of the candidate of the procedure and work, which the officer has been handling during the period of training, will be particularly tested.

INSTRUCTIONS FOR DEPARTMENTAL EXAMINATION(Inspectors of Central Tax for confirmation scheduled from **08.02.2022 to 11.02.2022**)**1. For smooth conduct of the examination, following points may please be adhered to:-**

- (a) The Pr. Commissioner / Commissioner of the field formation where the examination is scheduled to be held shall nominate an officer, who will be authorized to function as the overall in-charge for conduct of said examination and he / she shall be responsible to conduct the examination in a free and fair manner and maintain confidentiality thereof. The nominated officer shall acknowledge the receipt of question paper through email (password protected PDF file) to NACIN ZC Kanpur on the mail ID nacen.kn-up@nic.in. The Authorized Officer is further required to nominate a Supervisor / Invigilator to conduct the exam smoothly. The required no(s) of Photocopies of question papers shall be done discretely under his/her personal supervision.
- (b) It is advisable that the Examination of paper V (Hindi Viva-Voce) and paper-VI (Viva-Voce General) be conducted by the respective Commissionerates/Directorates at their specified centers of examination. Since the examinations of these papers **are to be conducted orally, no question papers will be provided.**
- (c) **The Interview Board for holding Viva-Voce** may comprise of three members consisting of **One Chairman and Two Members**. The **Chairman of the Board may be Pr. Commissioner /Commissioner / Additional / Joint Commissioner and other two members may be Additional / Joint / Deputy /Assistant Commissioners** for the purpose of conducting **General Viva-Voce and Hindi Viva-voce.**
- (d) It is the duty of respective Commissionerates / Directorates to arrange sufficient number of blank answer books for conducting all written examination papers. To maintain the uniformity, the format of **cover page of answer book** may be as follows: -

Name of the Commissionerate: _____

To be Filled by Candidate:

Name of the examination	Inspectors of Central Tax for confirmation (February-2022)
Roll No. of the Candidate	
Name of Examination Center	
Date & time of Examination	
Name of the Paper & Subject	

To be Filled by Invigilator:

No. of loose answer books used (The Supervisor / Invigilator to sign the loose sheets and also assign page numbers)	
Signature of the Supervisor / Invigilator (on verification that all the details are correctly filled in by the Candidates)	

To be Filled by Evaluator:

Marks obtained / Maximum Marks	
Signature of the evaluator (with name stamp)	

- (e) All the candidates may be asked to **report 30 minutes before** the starting time of the examination so that formalities regarding attendance and distribution of answer books may be completed on time.
- (f) Before the start of the exam of any paper i.e. Paper No.I to VI, each candidate appearing for examination of that paper is required to put his/her initial (signature) against his/her name and roll numbers on the attendance sheet. The **format of attendance sheet** is as under:-

Name of the Commissionerate: _____

(Attendance Sheet)

Name of the Examination	:	Inspectors of Central Tax for confirmation
Centre of the Examination	:	
Date & Time of the Examination	:	
Name of the paper & Subject	:	

Particulars of Candidates: -

Sl. NO.	Roll No.	Name of the Candidates	Signature of the Candidates	Signature of the candidates (If additional sheet used)
1.				
2.				

Signature of Nodal Officer OR Invigilator

- (g) The candidate whose name was not submitted at the time of requisition cannot appear in the examination. The answer books of such candidate shall not be considered for evaluation by this Academy.
- (h) The candidates appearing in the examination may be directed to fill the required information on the **cover page** of the answer book. They should also be instructed **not to write their name anywhere in the answer book and if they do so, their result will be declared as FAIL for that paper.**
- (i) The Invigilator should put his/her **dated signature with name & office seal on the FIRST and LAST page of the answer book of each candidate, at the least.**
- (j) If more than one answer book are used in the examination by a candidate, all such answer books should be signed and **tagged together by use of thread/stapler pin.**
- (k) The answer books and the attendance sheets should be arranged serially according to **allotted Roll No(s).**
- (l) The **answer books should be packed and sealed immediately** after the exam is over and the same to be duly secured till their dispatch. The Invigilator and the Nodal officer should sign on the sealed covers.
- (m) It should be finally ensured that the sealed packets contain answer books of Paper-I, II, III, IV, V and Mark-Sheets of Viva-Voce (Paper-V & Paper-VI).
- (n) In case departmental examination is also conducted at the Divisions (other than Commissionerates / Directorates), all the answer books should be collected at the Commissionerates / Directorates in sealed covers.
- (o) All the packets of answer books and Viva-Voce marks are to be sent in **single packing wrapped in a cloth cover with proper sealing.** In case packets are broken, damaged or lost in transit, this Academy will not be responsible for the same.

- 2. To maintain the sanctity of departmental examination, the following may be ensured during the examination process: -**
- (a) **Electronic gadgets** such as **Mobile Phones, Tablets, I-pad etc should not be allowed** to be carried into examination hall by the candidates.
- (b) The candidates should not be allowed to discuss the questions among themselves.
- (c) In case of paper (without books), Manuals, Tariff and other books etc should not be allowed to be carried into examination hall.
- (d) Senior officers may make surprise visits to the examination hall to ensure that no copying is done by the candidates.
- (e) In case of paper (with books), only prescribed books shall be allowed to be carried into examination hall by the candidates. They may also be suitably advised to arrange for and come to exam centres with the prescribed books, if need be.
- (f) The answer books should be taken away from the candidates immediately on completion of allotted time from the time of starting of examination.
- (g) If possible, the examination may be conducted in the room where CCTV camera are installed and whole process of examination may be video recorded.
3. If you have any query pertaining to conduct of the examination, the same may be forwarded to this office on e-mail address nacen.kn-up@nic.in.
4. NACIN, ZC, Kanpur would convey the marks obtained by the candidates only to the CCAs & Nodal Officers via **email**.
5. Result in consonance with the Recruitment Rules and the instructions in force, if any, by the Ministry / Board from time to time, granting relaxations to the SC, ST and OBC candidates as may be applicable, shall be declared by the CCA or any other office duly authorized by the CCA under intimation to this office for record.
6. All Communications in this regard are being/will be made available on website of NACIN, Faridabad and no letters are being sent / shall be sent by post separately.
7. The following format, duly filled is also enclosed with the forwarding letter.

CHECK LIST - DOCUMENTS TO BE KEPT INSIDE THE SEALED ENVELOP / PACKET

Forwarding letter (only one for all answer books)	Attendance Sheets (P- I to VI) printout signed by the Nodal Officer/ Invigilator	'Mark-sheet' (General Viva Voce & Hindi Viva Voce) signed by all Interview Board Members	Answer books (Roll number- wise)	Remarks / Feedback (if any)
(Yes / No)	(Yes / No)	(Yes / No)	(Yes / No)	(Yes / No)

Signature of Nodal Officer / Authorised Signatory

NOTE: Only the above-mentioned documents should be kept in the packet. No extra paper to be sent as it may increase the cost of speed post and also the paper work of this Academy.
