



केन्द्रीय उत्पादशुल्कके मुख्यआयुक्तका कार्यालयचेन्न ,  
**OFFICE OF THE CHIEF COMMISSIONER OF CENTRAL EXCISE**  
26/1, महात्मागांधी रोड, नुंगम्बाक्कम,चेन्नै -600 034  
**26 / 1, Mahathma Gandhi Road, Nungambakkam, Chennai – 600 034**

C.No.II/12/01 /2015 – CCA.Estt.

Dated: 12.07.2016.

To

The Additional Commissioner / Joint Commissioner (P&V)  
Chennai – I/II/III/IV/ Audit-I/Audit-II/Pondicherry/Coimbatore/  
Madurai/Salem/Tirunelveli/Trichy Central Excise Commissionerate/  
LTU, Chennai.

The Additional Commissioner /Joint Commissioner (P&V)  
Service Tax – I/II/III/Audit, Chennai

The Additional Commissioner /Joint Commissioner (P&V)  
Trichy/Tuticorin Customs Commissionerate.

Sir,

Sub: Communication of eligibility criteria to appear in the  
departmental examination – Reg.

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This office has received several references from various Zones/  
Commissionerates seeking clarifications on issues relating to departmental  
examination for confirmation as well as issues relating to departmental  
examination for promotion to next higher grades.

2. The following criteria on determination of eligibility to appear in  
departmental examination is hereby communicated to maintain uniformity  
among all the Commissionerates under Chennai Cadre Controlling Zone:

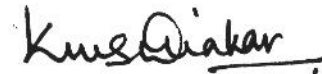
Sl. No	Departmental Examination	Eligibility criteria to appear in the Examination.
1	Promotion of Ministerial officers to the grade the grade of STA and Inspector	a) Feeder cadres as prescribed in respective RR. b) Must qualify the Departmental exam for confirmation first.
2	Promotion to the grade of Tax Assistant	LDCs who have rendered a minimum of two years of regular service in the grade as per the Board's letter F.No.A.34011/03/2015-Ad.IIIA dated 01.12.2015 and should posses 12th class pass or equivalent Board/ University.

3	Promotion to the grade of LDC	Feeder cadres as prescribed in the respective RR.
4	Confirmation in the grade of Inspector /Tax Assistant/Havaldar.	Within two years of appointment in the respective cadres.

3. Further, it may be ensured that all the instructions contained in the Departmental Rules 2008 published under G.S.R. 217 dated 12.12.2008 are adhered to while deciding the eligibility for the Examination.

4. This issues with the approval of Chief Commissioner<sup>3</sup> of Central Excise, Chennai.

Yours faithfully



(K.V.V.G. DIWAKAR)

**ADDL. COMMISSIONER**

Copy submitted to:

1. The Chief Commissioner of Service Tax Zone, Chennai.
2. The Chief Commissioner of Central Excise, Coimbatore Zone, Coimbatore.
3. The Chief Commissioner of Customs, CC(P) Zone, Trichy