



भारत सरकार, वित्त मंत्रालय, राजस्व विभाग  
Govt. of India, Ministry of Finance, Dept. of Revenue

सीमा शुल्क (निवारक) आयुक्त का कार्यालय

Office of the Commissioner of Customs (Preventive)

110 महत्मा गांधी रोड, पूर्वोत्तर क्षेत्र, शिलांग-793001, मेघालय

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**OFFICE MEMORANDUM**

To,

(i) **Ajmal K.S.**

With reference to the recruitment drive carried out by this Office in Marine Wing of Customs Commissionerate, N.E.R., Shillong, **Shri Ajmal K S** is hereby offered a temporary post of **Tradesman (Group 'C' Post Non-Ministerial)** in the pay scale of level – 2 in the pay matrix (Rs. 19,900-63,200/-), plus the usual allowances as sanctioned by the Government of India. His appointment will be subject to the following terms and conditions.

- (i) **The appointment is subject to satisfactory police verification report and in case of any negative verification; the services would be terminated without assigning any reason or notice.**
- (ii) The appointment is purely temporary and will be governed by the C.C.S. (T.S.) Rules 1965 and is liable to termination without assigning any reason under Rule 5.
- (iii) He will be on probation for a period of two years which may however be extended at the discretion of the appointing authority.
- (iv) He will have to comply with requirements of the C.C.S. (Conduct) Rules, 1964 and the Hindu Marriage Act 1955/ others relevant marriage acts/rules. All Rules or orders already in existence or issued from time to time regarding attendance duties, discipline, conditions of service etc. will automatically be applicable to him.
- (v) He must be willing to serve any where within the jurisdiction of Shillong Customs Commissionerate Zone.
- (vi) That on his appointment to service on or after 01.01.2004, he should be covered under the Defined Contribution Pension Scheme as per Department of Expenditure's O.M. No. 1(7)(2)/2003/TA/616 dated 29.12.2003.
- (vii) He should give a declaration of his hometown for the purpose of L.T.C. within 6 (Six) months from the date of entry into service.
- (viii) That the seniority of the candidate of direct recruit vis-à-vis promotes will be assigned according to the Instructions issued by the Ministry from time to time.
- (ix) His retention in service in future is subject to his being found suitable for Government service in all respect.
- (x) His appointment is subject to the production of Medical Certificate of Fitness from the Civil Surgeon/Assistant Surgeon; and subject to his taking an oath of allegiance to the Constitution of India.
- (xi) He is liable to transfer/posting within this Zone to which he is nominated.
- (xii) Applicable to candidates claiming to be belonging to Schedule Castes/Schedule Tribes/Other Backward Castes:-

"The appointment is provisional and is subject to the Caste / Tribe certificate being verified through the proper channel and if the verification reveals that the claim to belong to SC/ST/OBC, as the case may be, is false, the service will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificate."

2. If He accepts the offer, He should report for duty to the Additional Commissioner, Office of the Commissioner of Customs , 110 M.G.Road, Shillong-01 within 20 (twenty) days from the date of issue of this letter, failing which this offer of appointment would be treated as lapsed.
3. He should submit the following documents along with his joining report.
- (i) ~~The Medical fitness certificate in the form enclosed obtainable from the Civil Surgeon/Assistant Surgeon on production of the enclosed letter to him/her.~~
  - (ii) The original Certificates in support of age, educational qualification etc. along with attested photocopies (From Matriculation onwards in case of Group 'C' Post candidates).
  - (iii) If He claims to be a member of SC/ST/OBC, he should submit the original certificate in support of his statement in the enclosed form duly signed by any of the following officers.
    - (a) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/1<sup>st</sup> Class Stipendiary Magistrate/Sub- Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.
    - (b) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
    - (c) Revenue Officer not below the rank of Tehsildar.
    - (d) Sub-Divisional Officer of the area where the candidates and/ or his family normally resides.
  - (iv) Two copies of Certificate of Character in the enclosed form not more than three months old from two gazetted officers. One of the certificates should be counter-signed by the District Magistrate or Sub-Divisional District Magistrate or their superior officer.
  - (v) A declaration in the form enclosed regarding marriage.
  - (vi) No Objection Certificate from his previous employer and release order from his employer accepting his resignation from the service (if applicable).
  - (vii) ~~Attestation form in triplicate duly filled in.~~
  - (viii) Employment Exchange Registration Card in Original (if any).
4. No traveling or other allowances / fees will be paid to him for obtaining the Medical or other Certificates.

Encl: Three Sheets

C.No. II(3)/29/Hqrs.Esst/SH/2016/PT(I)

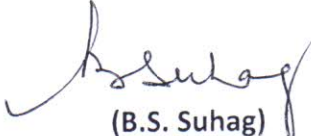
Copy forwarded for information and necessary action to:

1. The Additional Commissioner, CCO, CGST & Customs, Shillong Zone, Shillong.
2. The Superintendent, Computer Cell, Customs Hqrs., Shillong for uploading in the Departmental website.
3. Personal File.

  
(B.S. Suhag)

ADDITIONAL COMMISSONER

Date: 6 NOV 2017

  
(B.S. Suhag)

ADDITIONAL COMMISSONER