



भारत सरकार  
वित्त मंत्रालय, राजस्व विभाग  
राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं नारकोटिक्स अकादमी  
आंचलिक परिसर, पोस्ट ऑफिस लेन, भांडुप (पूर्व), मुंबई- 400042  
दूरभाष सं: 022-25666770; ई-मेल- nacenmum@nic.in; ट्विटर- NACIN\_OFFICIAL

**Most Urgent**

फा.सं. NACIN/TRNG/EXAM/DE/3/2023-TRNG OTH-NACIN-ZC-MUMBAI

दिनांक: 09-12-2024

To,

All Principal Chief Commissioners/Chief Commissioners of Customs and CGST  
(Cadre Controlling Authorities of Customs Appraisers, Examiners and Preventive Officers)

Madam/ Sir,

**Sub: -Departmental Examination for Confirmation of Appraisers/ Examiners / Preventive Officers from 19.02.2025 to 21.02.2025 - Reg.**

In terms of Ministry's letter F.No.A-34011/1/2003 AD-III.A dated 13.08.2003 read with the Annual Calendar for Departmental Examinations finalized by NACIN HQ for FY 2024-25, issued vide letter F. No. NACIN/II/12/4/2024-ADG II-O/o Pr DG-NACIN-FARIDABAD dated 20.05.2024 by Assistant Director (Exam), NACIN, Palasamudram (copy enclosed), NACIN Zonal Campus, Mumbai will set the question papers and undertake evaluation thereof for the **Departmental Examination for Confirmation of Appraisers, Examiners and Preventive Officers from 19.02.2025 to 21.02.2025**, in accordance with the Departmental Examination (Central Excise and Customs) Rules, 2008 dated 20.12.2008. The Schedule of the examination and syllabus are as per **Annexure I & II** (copies enclosed) to this letter.

2. In this regard, it is requested to give appropriate directions to Pr Commissioner / Commissioner (Cadre Control of Appraisers/Examiners /Preventive Officers) or other authorities, as may be applicable, regarding the following: -

- (i) To ensure satisfaction of the eligibility criteria of the candidates and to inform all eligible officers including those attached/ posted / deputed with other formations (including Directorates, Ministry etc, if any) and to ensure the conduct of examination for all eligible officers.
- (ii) To make arrangements for overall supervision and invigilation of the examination on the scheduled dates as per letter D.O.F. No. I(15)3/2005-NACEN dated 17.10.2005 (para-3) (copy enclosed).
- (iii) To ensure the nomination of a senior officer, preferably of the rank of at least a Joint Commissioner, from each Commissionerate or other formations (including Directorates, Ministry etc, if any) which will be required to hold the said examination for each CCA charge. On requisition being made, NACIN Zonal Campus, Mumbai will send question papers for Appraisers and/or Examiners and/or Preventive Officers to (individual) official email id of such nominated officer only.

For the said purpose,

- The name, address and (general) official email id of CCA office,
- The name, address and (general) official email id of each Commissionerate or other formations (including Directorates, Ministry etc if any) which will be required to hold the said examination for each CCA charge,
- The name, designation, address, (individual) official gov.in mail ID and mobile number of the nominated Nodal Officer for conducting examination at each such formation (with one alternative official email id and alternative mobile number for each such formation, as fall-back option), and
- Requisition for the question papers for specific cadre from each such formation/ Nodal Officer, as may be required (ie whether for Appraisers or/and Examiners or /and Preventive Officers Paper – wise / Subject – wise),

may be sent in the prescribed proforma vide **Annexure-III** (copy enclosed) only through official email on **nacenmum@nic.in** with copies marked to [mariettada.c078501@gov.in](mailto:mariettada.c078501@gov.in) and **sanjaybp.g149001@gov.in** positively by 17.01.2025.

3. Question paper/s for the said exam in the password protected PDF Format, shall be sent to the Nodal officer one day before the commencement of examination i.e. on 18.02.2025 on their (individual) official gov.in mail ID through official e-mail only. The said e-mail needs to be acknowledged and reply sent to NACIN, ZC, Mumbai, on the same date. Password for opening the PDF File will be provided 40 minutes before the scheduled time of exam on the registered mobile no. of the Nodal officer only (through SMS).

A Test mail would be sent to the Nodal Officers' gov.in mail ID on 17.01.2024. The Nodal Officers shall send an acknowledgement in reply mail.

In case of any unforeseen circumstances where official gov.in mail ID and mobile number of the nominated Nodal Officer is not working, alternative official email id and alternative mobile number provided to NACIN ZC, Mumbai would be used. The Nodal officer shall take adequate number of print-outs of question paper/s and ensure that the examination is conducted in a fair and transparent manner.

4. The notice is also being posted on CBIC and NACIN websites [www.cbic.gov.in](http://www.cbic.gov.in) and [www.nacin.gov.in](http://www.nacin.gov.in).

5. Cadre Controlling Authorities are the best judges of the promotional aspect of their staff or reservation policy, as per Recruitment Rules or any other Rules & Regulations issued by the Ministry or the Board. Determination of eligibility to appear in the examination and declaration of result is also the prerogative of the respective Cadre Controlling Authority. No references or queries on these matters may be forwarded to NACIN, Mumbai.

6. It shall also be notified to the candidates in the printed form on the front part of the answer sheet that any attempt to disclose their names/identity and any indulgence of unfair means like copying from any source or talking with anybody inside or outside during the examination hour or any behavior of the

candidates that may be considered to be cheating by the Invigilator / Supervisor, NACIN Mumbai shall render their examination as null and void.

The examination of any candidate shall be cancelled if that candidate writes his/her name or uses any sign / symbol / signature etc. in the answer sheets which may hint the identification of the candidates in any way.

7. The Invigilators and the Supervisors shall maintain confidentiality, impartiality & discipline in conducting the examination and ensure that no unfair means are used, which could give any extra advantage to some and thus be prejudicial to others. The whole exercise shall be designed and conducted so as to do justice to all. NACIN Mumbai reserves the right to cancel the whole examination or that of an individual candidate or of a center or in a group of centers, if use of any unfair means is brought to its notice. It can also recommend disciplinary action against the Supervisors/Invigilators, if required.

8. Use and carrying of Mobile phone and any such electronic gadget in or around the examination hall by the candidates is strictly prohibited during the conduct of examination.

9. NACIN, Mumbai, on directions of NACIN, Palasamudram, reserves the right to cancel the whole examination or the examination of a Candidate or that of a Centre or of a cluster of centers, if it is found that unfair means were used or allowed to be used.

10. In case of any difficulty **Ms. Marietta Azavedo, (mobile no.9892617262), Assistant Director**, NACIN, Zonal Campus, Post Office Lane, Bhandup (East), Mumbai-400042 can be contacted on her office phone no. 022- 21675733 and official email id: to [mariettada.c078501@gov.in](mailto:mariettada.c078501@gov.in). If not contactable, the fall back contact detail of Shri Sanjay B. Patkar, Additional Assistant Director (Tel No. 022-21675742/98206 25734) and email id : **sanjaybp.g149001@gov.in** can be used.

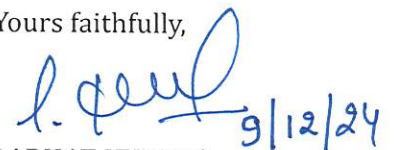
11. This letter applies only to Offices of Principal Chief Commissioners/Chief Commissioners and authorities under CBIC who are Cadre Controlling Authorities of Customs Appraisers, Examiners and Preventive Officers. Kindly ignore if not applicable.

12. Receipt of this communication may please be acknowledged by return e-mail.

13. Hindi version will follow.

Encl : As above

Yours faithfully,



(PRABHAT KUMAR)

Pr. Additional Director General