



भारत सरकार | GOVERNMENT OF INDIA
 वित्त मंत्रालय : राजस्व विभाग | MINISTRY OF FINANCE : DEPARTMENT OF REVENUE
 राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं स्वापक पदार्थ अकादमी
 NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS,
 आंचलिक परिसर, कोलकाता | ZONAL CAMPUS, KOLKATA
 पी-27, सी.आई.टी. योजना VIII (एम) | P-27, C. I. T. Scheme, VIII (M),
 बिधान नगर रोड, कोलकाता - 700067 | Bidhan Nagar Road, Kolkata - 700067
 ईमेल | Email - nacin.ztikolkata@gov.in | फ़ोन | Phone No - 033- 23567264



CIRCULAR FOR POSTING ON DEPUTATION

To

The Zonal Principal Chief Commissioner/ Chief Commissioner of CGST/ Customs (Kolkata),

The Principal Director General/ Director General (All Directorates in Kolkata),

The Pr. Commissioner/ Commissioner of CGST/ Customs (West Bengal).

महोदया / महोदय,

Subject: Vacancy Circular – Calling for willingness for various posts on deputation basis in the Zonal Campus of National Academy of Customs, Indirect Taxes & Narcotics (NACIN), Kolkata – regarding.

- Applications of willing officers are invited to fill up the following posts on deputation basis in NACIN, ZC, Kolkata. The officers holding analogous posts in the formations of CGST/Customs/Directorates under CBIC or those eligible as per the recruitment rules applicable to the concerned vacant post may apply.

Sl. No.	Name of the Post & Pay Level	Grade Pay/ Pay Level	No. of post vacant
1	Head Havaladar/Havaladar	Level- 2/1 (Group- C, Non Ministerial)	2

- In case of Deputation, the officer would normally be appointed for a period of 3 (three) years, which may be extended by 2 more years subject to satisfactory performance of the officer, his/ her willingness and concurrence from the concerned Cadre Controlling Authority.
- Final Selection is subject to Vigilance Clearance and No Objection Certificate from the respective Cadre Controlling Authorities (CCA) and NACIN, ZC Kolkata has vested right to select the suitable officer.
- The selected candidates will have to make their own arrangement for residential accommodation. It is pertinent to mention that once a candidate is selected based on their willingness, he/she shall not be allowed to withdraw their candidature and are expected to serve NACIN, ZC, Kolkata till the expiry of the deputation period. Officers with less than three years of service remaining in the Department are not eligible to apply.

5. In case, while working in NACIN, ZC, Kolkata, if the conduct/work of the officer is found to be not satisfactory, the officer will be liable to be repatriated to the parent CCA at any time before completion of the deputation period without assigning any reasons thereof.
6. It is requested that this Circular may be widely circulated and brought to notice of all eligible officers in the formation in your jurisdiction and the application of the willing and eligible officers in the Pro forma along with other details may kindly be forwarded to NACIN, ZC, Kolkata Campus **on or before 01.06.2026**. The candidates may be advised to forward their applications **only through proper channel** and advance copy would not be entertained. The final selection is subject to the clearance from the cadre controlling authority.
7. The applications may be sent in the pro forma mentioned in the **Annexure-A** along with following particulars:
 - a. Duly certified copies of ACR/APAR grading for the last five years***.
 - b. History of postings from the date of joining in the Department.
 - c. Vigilance clearance till date (the officer should be free from vigilance cases).
 - d. No Objection Certificate (NOC) to relieve the officer in the event of his/her selection from the cadre controlling authority. The relieving officer must relieve the selected officer within 15 working days of the order.
 - e. Officer should not be due for promotion within three years as per the present promotion policy.

*** In case of willing Direct Recruits, if found otherwise suitable, the number of years for APAR grading can be reduced by the competent authority.

This is being issued with the approval of the Additional Director General, NACIN, ZC, Kolkata.

Enclosed: Annexure-A (Pro forma for application)

Yours faithfully,

Digitally signed by
Mini Chowdhary
Date: 19-05-2026
16:33:11
JOINT DIRECTOR,
NACIN, ZC, KOLKATA

Copy to: The Web Master, CBIC website/ NACIN Palasamudram –with a request to upload this Circular on CBIC website.

Annexure-A

Name of the Officer	
Date of Birth	
Educational Qualification	

Date of joining in the Department	
Date of joining in the present grade	
Present place of posting	
Date from which working in the present post	
History of Posting	
Scale of Pay	
Deputation applied for the post of	
Contact No.	
Email Id	

Date:**(Signature of the willing officer)**

The above particular have been verified with the Service Book of the officer and found correct.

Date:**(Signature of the Controlling Officer)**