कार्यालय मुख्य आयुक्त
Office of the Chief Commissioner
सीजीएसटी एवं केन्द्रीय उत्पाद शुल्क (जयपुर परिक्षेत्र), जयपुर
CGST & Central Excise (Jaipur Zone), Jaipur
(कैडर कन्ट्रोल यूनिट)

Date: As e-signed

OFFICE ORDER No. CCU- 10/2026

The Directorate General of Human Resource Development (DGHRD), New Delhi has forwarded a list of 48 additional candidates allotted to CGST & CX, Jaipur Zone for conducting their Physical Endurance Test & Physical Standard Test (PET/PST) on the basis of result of SSC MTS/Havaldar Examination, 2025. The allotted/ nominated candidates are being called for their PET & PST **on 04.11.2026** at Athletic Track, SMS Stadium, Near Amar Jawan Jyoti Gate, Janpath, Jaipur. To accomplish the task of PET/PST of these candidates for the post of Havaldar in smooth manner, the following Committees have been constituted to perform the functions mentioned against them –

S. No.	Name of Committee	Name & designation of Officers nominated in the Committee	Present Commissionerate	Function to be performed
1	Committee for Control Room Setup	Sh. Sanjay Kumar Sethi, Supdt. / Nodal Officer Sh. Gaurav Sharma, TA Sh. Hariom Meena, LDC	CCO, Jaipur CCO, Jaipur CCO, Jaipur	To address the queries of the candidates through dedicated telephone lines from 10:30 to 17:00 hrs., monitor the entire process and maintain coordination among all the constituted Committees.
2	Committee for conduction of PST/PET	Sh. Vinay Kumar Hatoj, AC Sh. Vijay Purohit, Supdt Ms. Aditi Mann, Supdt Sh. Shubham Chhipa, Insp Ms. Tanya Khullar, Insp Sh. Nishant Gupta, Inspector Ms. Payal, EA Ms. Pinky Agarwal, TA Sh. Rajneesh Garhwal, TA Sh. Deepak Kumar Verma, TA Sh. Nawal Singh, Hd. Hav. Sh. Ankit Chaudhary, Hav. Sh. Pulkit Pareek, Hav. Ms. Shivangi, Hav.	CGST Jaipur CGST Jaipur CGST, Jaipur CGST, Jaipur CGST, Jaipur Customs, Jaipur Customs, Jaipur Customs, Jaipur CCO Jaipur CCO Jaipur CCO Jaipur CGST Jaipur CGST Jaipur CGST, Jaipur	To conduct the PET/PST of the nominated candidates as per Recruitment Rules and submit the duly Signed the Attendance Sheet and Result Sheet to the undersigned after completion of the PET/PST.
3	Committee for Dispute Resolution	Sh. Mahipal Singh, ADC Sh. K.J. Nazrath, Supdt. Sh. Manu Bithu, Inspector	CGST, Jaipur CGST Jaipur CCO Jaipur	To address any dispute raised by any candidate at the venue during his PET/PST and redress of the same in light of standing rules and instructions. The Dispute Notes (format enclosed)

				are to be submitted to the undersigned after completion of the PET/PST.
4	Vigilance Committee	Sh. R. K. Sisodia, AC Sh. K.J. Nazarath, Supdt Sh. Sandarbh Singh, Insp	Customs Jaipur CGST Jaipur CCO Jaipur	To supervise the entire process through vigilance angle and make sudden Inspections time to time for ensuring the running of entire examination process in fair manner and submit their observation note/report.
5	Refreshment Committee	Sh. Pawan Chouhan, AO Sh. Vishwash Maurya, EA Sh. Gourav Mathur, TA	CGST Jaipur CGST Jaipur CGST Jaipur	To take care of refreshment to the staff nominated in Committees.
6	Committee for Reporting to DGHRD	Sh. Ajay Gupta, AC Sh. Sanjay Kumar Sethi, Supdt. Sh. Gaurav Sharma, TA	CCO, Jaipur CCO, Jaipur CCO, Jaipur	Timely submission of all the reports related to attendance and results or any other information sought by the DGHRD/SSC in the prescribed format through email/Portal.
7	Security Committee	Sh. R. K. Sisodia, AC Sh. Nitin Gupta, Supdt. Sh. Shanta Prakash Tailor, EA	Customs Jaipur CGST Jaipur CGST Jaipur	To establish proper liaison and coordination with local Police for maintaining Law and order during the PET/PST of the candidates.
8	Medical Committee	Sh. R. K. Sisodia, AC Sh. Nitin Gupta, Supdt. Sh. Shanta Prakash Tailor, EA	Customs Jaipur CGST Jaipur CGST, Jaipur	To coordinate with Medical/Para Medical Staff on duty during the PET/PST and ensuring instant medical service to the candidate in case of any emergency.
9	Legal Committee	Sh. K.J. Nazarath, Supdt. Sh. Manu Bithu, Inspector	CGST, Jaipur CCO Jaipur	To take advance remedial action to avoid arising of any litigation.
10	Debriefing Committee	Sh. Ajay Gupta, AC Sh. Sanjay Kumar Sethi, Supdt	CCO, Jaipur CCO Jaipur	To brief and summarize the entire process along with reporting of any inconvenience /hurdle faced by their team.
11	Cleaning/ Custodian Committee	Sh. Pawan Kumar Chouhan, AO Sh. Shanta Prakash Tailor, EA	CGST Jaipur CGST Jaipur	

Note: -

1. No application of leave shall be entertained for any officer.
2. Officers who have been deputed in various Groups & Committees as above should be relieved with direction to report to the Joint Commissioner (CCU) at 09.00 AM on 04.11.2026 at the venue positively.
3. Disciplinary action will be initiated against the officer who remains absent or fails to fulfill his/her duty.

Working of Committees: -

Action on the part of Committee constituted for conducting PET/PST: -

2. The team has been created to conduct the PET/PST of the candidates on 04.11.2026. Around 48 candidates are being called on the scheduled day. All these candidates will enter into the stadium after undergoing frisking and showing their Original ID card to the staff situated at the entrance gate of the Stadium (2 Insp./EA/TA and 2 LDC/Head Havaldar). After entering in the stadium, these candidates will be gathered at one place & their sitting will be in accordance with Serial Numbers allotted to them under supervision of Team members. After completion of the scheduled time entrance gate will be closed and no entry and exit will be allowed to the candidates without prior permission of the competent authority being present there.

3. The Superintendent of the Team will call the candidates one by one from their Serial Number and after verifying the ID and Admit Card (issued by the SSC) of each candidate he/she will assign a chest number which will be pasted to him/her by the Havaldar assisting the Superintendent and then he/she will be allowed to reach at Athletic Track (8-Lines). Similarly, after verification and chest number allotment, next candidates will be allowed to reach at the track. After reaching 8 candidates at the track, they will be directed to start walking being monitored by officers (Insp/EA/TA) who will record their timings using stopwatches, similarly next 8 candidates may be allowed to walk on the track after developing a proper gap and so on.

Thereafter, for PST purpose, in the similar manner, Superintendent of the Team alongwith one Insp/EA/TA and Havaldar will measure and record the height of the candidate while another Insp/EA/TA and Havaldar will measure and record the Chest Measurement for male candidates & Weight Measurements for female candidates.

4. After completion of both PET & PST of all the candidates, signature will be taken on the Attendance Sheet (Annexure A) as well as on the Result Sheet (Annexure B). Further, a self-declaration by the candidate (Annexure C) will be collected from each candidate having all the fields filled and duly signed by the candidate. All these duly signed Annexures A, B and C will be handed over to the undersigned after completion of the PET/PST of that day.

5. The Controlling Assistant Commissioner/ Superintendent shall also put their Rubber Stamp containing their Name & Designation only under their signature on each document. For this purpose, they shall bring stamp with them.

6. Exemptions in PET/PST are allowable to the suitable categories as mentioned in the CBIC's letter A.12034/06/2020-Ad.III.B dated 28.03.2022. Accordingly, these candidates may be exempted from the PET/PST subject to production of a valid disability Certificate (in Original) which should be examined carefully by the concerned team and a self-attested copy of the same is required to be taken from the candidate and the same will be handed over to the undersigned along with Annexures (A/B/C).

Action on the part of Committee constituted for dispute resolution: -

7. A dispute resolution team has been created to address and redress any kind of dispute/grievance raised by the candidates during their PET/PST. This committee will be situated at the venue during the entire process and will entertain any dispute raised by the candidate in writing through Dispute Note (Annexure D) and will resolve the same in light of standing Rules and Instructions and submit this/these dispute note/notes to the undersigned after end of the day.

Action on the part of Committee constituted for Vigilance: -

8. To ensure the fairness and integrity of the entire process, a Vigilance team has been created who will keep eyes on the entire process and will randomly inspect the examination venue time to time. Any irregularity, if noticed anywhere by the team will be reported immediately to the undersigned, who is the supervising authority of the working of all teams. Moreover, an inspection/observation note will be submitted to the undersigned at the end of each day with a summary detail of their observations.

10. The aforesaid PET/PST will start at 09.30 AM on 04.11.2026. It is, therefore, requested to the officers nominated as above to reach at venue at 09.00 AM without fail.

11. This issues with the approval of the Competent Authority.

Digitally signed by
SHARMA SURYAPRAKASH GULABCHAND
Date: 29-10-2026 18:24:52

(Sharma Suryaprakash Gulabchand)
Joint Commissioner

Copy for information to –

1. The Pr. Commissioner/Commissioner CGST Commissionerate, Jaipur/ Customs (Prev.) Commissionerate, Jodhpur (Hqrs. at Jaipur) with request to relieve the officers of their Commissionerates.
2. The Admn. Officer (Hqrs.), CGST Commissionerate, Jaipur for making suitable arrangements for smooth conduction of physical tests of the nominated candidates on the scheduled dates.
3. The Web Master to upload it on the departmental website.
4. Personal Copy.