

Information Sought :-

The Recruitment Rules, 2015 for the cadre of **Executive Assistant** in CBIC(then CBEC) were notified under **Article 309 of the Constitution of India** on **28.09.2015**, mandating that **40% of the posts** in the grade of Executive Assistant to be filled through **Direct Recruitment via Staff Selection Commission (SSC)**.

It is a matter of record that Cadre Controlling Authorities (GST & Customs separately) have been earmarking and reporting DR vacancies to **DGHRD since 2016**. However, no Direct Recruitment was conducted during **2016–2021**, despite earmarked vacancies being reported annually. It was Only from **CGLE 2022 onwards**, Direct Recruitment in the grade of Executive Assistant(as specified in the Recruitment Rules ,2015, dated 28.09.2015) commenced and accordingly 222 vacancies through CGLE 2022, 570 vacancies through CGLE 2023, and 111 vacancies through CGLE 2024 were filled in the grade of Executive Assistant as per the said Recruitment Rules,2015.

As the information may be needed for official/legal purposes, I kindly request certified and legible copies of the relevant records under RTI Act,2005. For clarity, replies may please be given in separate annexures for each points mentioned.

A. Certified copy of the Gazette Notification dated 28.09.2015 notifying Recruitment Rules, 2015 for Executive Assistant under Article 309 of the Constitution and its subsequent amendments if any, made to the said Recruitment Rules, 2015 till date, duly published in the Gazette of India, along with their respective Gazette Notification numbers and dates.

I. **Annexure A:** Copy of Gazette Notification (with Part, Section, and Page reference).

B. ON CADRE-WISE VACANCY REPORTING (2016-till date):

1. **Certified copies** of the **annual consolidated statements** received by DGHRD from **each Cadre Controlling Authority (CCA)** for Financial Years/Annual Years/Vacancy years **2016 to till date**, which detail the number of vacant posts in the grade of Executive Assistant to be filled **strictly through the 40% Direct Recruitment quota** as mandated by RRs-2015. Please provide a separate statement for each CCA, Customs and GST separately for each year.

C. ON THE DISPOSITION AND "FATE" OF REPORTED VACANCIES:

1. **Certified copies** of the **master register or ledger** maintained by DGHRD that tracks Direct Recruitment vacancies for Executive Assistant in respect of each CCA (Customs and GST separately) and for each financial year/Annual Year/Vacancy year (2016 to till date): a) The number of DR vacancies **reported**. b) The number of said vacancies **forwarded to SSC** that year. c) The number of **carried forwarded vacancies** to the subsequent year. d) The number of **formally lapsed vacancies** by a written order, along with the **reference number and date** of that lapsing order.

e) Year wise and Cadre wise details of vacancies to which Direct Recruitment Vacancies reported during the financial year/Annual Year/Vacancy year 2016 to till date have been lapsed.

2. **Certified copies** of all **office orders/memorandums** issued by the competent authority in DGHRD that **formally lapsed** any Direct Recruitment vacancies for Executive Assistant reported by any CCA for the Financial Years/Annual Years/Vacancy years 2016 to till date.

D. ON THE SOURCE OF VACANCIES FOR SSC CGL (2022 -2025):

1. **Certified copies** of the **detailed calculation sheets/breakups** used by DGHRD to determine the number of Direct Recruitment vacancies for Executive Assistant to be sent to the Staff Selection Commission for **CGL 2022, CGL 2023, CGL 2024, and CGL 2025**. These sheets must explicitly indicate: a) The number of vacancies drawn from the **backlog of unfilled vacancies from 2016-2021**. b) The number of **fresh vacancies** for the respective year.
2. **Certified copies** of the **internal file notings** that record the **decision and approval** of the competent authority on the specific breakdown of vacancies (backlog vs. fresh) for each SSC CGL year as mentioned.

E. ON SANCTIONED STRENGTH AND QUOTA COMPUTATION:

1. **Certified copies** of the **sanctioned strength registers or official orders** for each financial year/Annual Year/Vacancy year from **2016-17 to till date**, for each Cadre Controlling Authority (CCA), Customs and GST separately which clearly show: a) The **total sanctioned strength** for Executive Assistant. b) The **calculated 60% Promotion Quota** derived from this strength. c) The **calculated 40% Direct Recruitment Quota** derived from this strength.

II. **Annexure B:** Sanction strength registers / statements / sanction orders with DR quota calculation.

F. ON THE DISPOSITION OF PROMOTION QUOTA VACANCIES:

1. **Certified copies** of the **annual statements** for each Financial year/Annual year/Vacancy year (2016 to till date) that detail, for each CCA with year-wise breakup: a) The **total number of vacancies** available under the **60% Promotion Quota**. b) The **number of vacancies** for which the Departmental Promotion Committee (DPC) was **actually convened**. c) The **number of promotion vacancies** that **remained unfilled** each year due to the "non-availability of eligible candidates" or any other reason.
2. **Certified copies** of all **internal circulars or office memorandums** that **postponed, deferred, or cancelled** the convening of DPC meetings for promotion to Executive Assistant between 2016 to till date, along with the **recorded reasons** for such decisions.

G. ON DPC PROCEEDINGS AND THE "ELIGIBLE CANDIDATES" JUSTIFICATION:

1. **Certified copies** of the **minutes of all DPC meetings** held from **2016 to till date** for promotion to the grade of Executive Assistant.
2. **Certified copies** of the **specific notes or reports** provided to the DPC for each meeting, which detail the **number of eligible and willing Tax Assistant candidates** considered for promotion against the available promotion vacancies.
3. For any year where promotion vacancies remained unfilled due to the "non-availability of eligible candidates," provide **certified copies** of the **data analysis or note** that concluded that an insufficient number of Tax Assistants had completed the mandatory 10-year service requirement to be eligible for promotion.

H. ON THE ONE-TIME RELAXATION (OTR) AND ITS ADJUSTMENT:

1. **Certified copies** of the **office order/letter along with its all subsequent order/letters and complete file notings** that approved the **One-Time Relaxation (OTR)** from the 10-year eligibility condition for promotion of Tax Assistants to Executive Assistants.
2. **Certified copies** of the **specific directive/order** issued by DGHRD to all CCAs that **explicitly mandates** the quota (60% Promotion or 40% Direct Recruitment) against which the officials promoted under the OTR scheme were to be adjusted.
3. **Certified copies** of the **cadre-wise reconciliation statement** for each CCA that shows how the promotion of officials under the OTR was adjusted against the sanctioned strength, specifically detailing: a) The number of OTR promotees adjusted against the **Promotion Quota (60%)** vacancies. b) The number of OTR promotees adjusted against the **Direct Recruitment (40%)** vacancies. c) The **resulting reduction** in the reported DR vacancy backlog due to this adjustment.

UNDERTAKING & LEGAL BASIS:

Please take a Note that, these questions are direct, documentary and very specific in nature, and seek only official records, not opinions or clarification. Therefore, they do not fall under any category of exemption as specified in RTI Act, 2005.

1. The information sought is limited to **certified copies of records** as defined under Section 2(f) & (i) of the RTI Act, 2005. It does not seek opinions or advice.
2. This request **does not attract exemptions** under Sections 8(1)(j), 9, or 11, as it pertains to government recruitment processes and does not seek personal, third-party, or confidential information.
3. If any specific document **does not exist**, please provide a **clear, written confirmation** for each point, stating: **"No such record is held by this office.**
4. As the information is expressly sought in the form of **certified copies**, the provision for inspection under Section 7(9) is **not a valid substitute** for providing the copies.

Additional Request:

1. The information is specifically required in certified copy form, as it may be relied upon before competent judicial/quasi-judicial authorities. Therefore, Physical inspection must not be offered as a substitute. Hence, the Only Certified legible copies (in digital form) are specifically required.
2. Please supply certified copies of all the documents as sought in PDF mode
3. In the event that any portion of the requested information is not liable to be disclosed, the concerned CPIO shall explicitly cite, in the reply, the specific provision, sub-section and clause of the RTI Act, 2005 under which such exemption is claimed, along with reasons for its applicability to the information sought
4. If information/part of the information is not available with the concerned CPIO , the CPIO must clearly state this in writing, along with:

(A) a certificate of non-availability signed by the records custodian,

(B) reference to the record retention schedule under which the record is said to be unavailable, and
(C) the efforts taken to trace or reconstruct the record.

5. If information/part of any information sought is held by another authority, kindly transfer the RTI Application under Section 6(3) within 5 days.

Information Provided :-

“The above RTI is transferred for Point E, F, G and H (2) (3) only and the Certified copies in respect of these points are enclosed herewith.”

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OFFICE OF THE CHIEF COMMISSIONER
CENTRAL EXCISE (JZ) : JAIPUR

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FOLDER OF REVIEW DPC IN RESPECT OF DPC HELD ON 23.09.2016 FOR REGULAR PROMOTION TO THE GRADE OF SENIOR TAX ASSISTANT, GROUP 'B' (NON-GAZETTED) FOR FILLING UP REGULAR VACANCIES FOR THE PANEL/VACANCY YEARS 2014-2015 AND 2015-2016 (PRIOR TO 28.09.2015 I.E. DATE OF NOTIFICATION OF RRS OF EXECUTIVE ASSISTANT) IN THE PAY BAND -2/ PAY SCALE OF RS. 9300-34800 GRADE PAY RS. 4200 FROM AMONGST TAX ASSISTANTS GROUP 'C' (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1).

REVIEW DPC HELD ON 06.06.2017

CHAIRMAN'S FOLDER

Ambedkar
30/9/17
राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं क.उ.शु. जयपुर परिक्षेत्र

**OFFICE OF THE CHIEF COMMISSIONER,
CENTRAL EXCISE (JZ), JAIPUR
(CADRE CONTROL UNIT)**

MINUTES OF THE REVIEW DPC HELD ON 06.06.2017 IN RESEPECT OF DPC HELD ON 23.09.2016 FOR REGULAR PROMOTION TO THE GRADE OF SENIOR TAX ASSISTANT, GROUP 'B' (NON-GAZETTED) FOR FILLING UP REGULAR VACANCIES FOR THE PANEL/VACANCY YEARS 2014-2015 AND 2015-2016 (PRIOR TO 28.09.2015 I.E. DATE OF NOTIFICATION OF RRs OF EXECUTIVE ASSISTANT) IN THE PAY BAND -2/ PAY SCALE OF RS. 9300-34800 GRADE PAY RS. 4200 FROM AMONGST TAX ASSISTANTS GROUP 'C' (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1).

Present :

	S/Shri		
1.	Alok Gupta, Addl. Commissioner, Central Excise Commissionerate, Jodhpur	-----	Chairman
2.	Mahendra Singh, Addl. Commissioner(Cadre Control), O/o the Chief Commissioner Central Excise (JZ) Jaipur	-----	Member
3.	Kamlesh Kumar Meena, Deputy Commissioner, Income Tax, Jaipur	-----	Member

This Review DPC has been informed vide self contained note that in terms of Ministry's letter F.No. A.32011/03/2015-Ad.III.A dated 02.08.2016 readwith DOPT's O.M. No AB-14017/79/2006-Estt (RR) dated 06.09.2007 and other related instructions, a DPC was held on 23.09.2016 for regular promotion to the grade of Senior Tax Assistant, Group 'B' (Non-Gazetted) from amongst the Tax Assistants as per the RRs of the STA, 2003 for filling up 52 regular vacanices (41 UR + 7 SC + 4 ST) for the panel/vacancy year 2014-2015 and 49 regular vacanices (38 UR + 7 SC + 4 ST) for the panel/vacancy year 2015-2016.in terms of para 6.4.1 of the DPC guidelines. Tax Assistants who had completed the qualifying service as prescribed in the RRs, of STA and passed the departmental examination (as on crucial date prescribed by the DOPT) for the vacancy year 2014-2015 and 2015-2016 were considered for promotion to the pre cadre of STA by the said DPC dated 23.09.2016. Hence, after selection of 19 Tax Assistants for the vacancy years 2014-2015 and 2015-2016 by the said DPC, were promoted to the pre-cadre of STA (re-designated as EA) prospectively effect on regular post vide Estt. Order No. 91/2016 dated 23.09.2016.

Abhishek
23/9/16
राजेश किनरा
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कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.शु. जयपुर

2. The said DPC dated 23.09.2016 had examined the facts, relevant Recruitment Rules, Ministry/DOPT's instructions and ACRs(APARs for relevant vacancy year), etc. as discussed / mentioned in the Self Contained Note and Minutes of DPC dated 23.09.2016 for regular promotion of Tax Assistant to the

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grade of Senior Tax Assistant in accordance with the Recruitment Rules of Senior Tax Assistant, 2003.

3. The Ministry vide letter F.No. A-32018/44/2016-Ad.III.A dated 13.01.2017 issued further instructions regarding notional effect for promotion to the grade of Stenographer Grade-I. The paras 2 to 5 of the said letter dated 13.01.2017 are produced as under:

"2. The matter has been examined in the Board. In this regard it is stated that for the post of Stenographer Grade-I (a merged cadre of erstwhile Steno Grade-II & Grade-I) feeder cadre is Steno Grade-II (erstwhile Grade-III) vide OO dated 22.12.2010 (copy enclosed). As per guidelines issued by Board dated 07.09.2016, promotion is to be given as per the RRs available at the time of the relevant vacancy year.

3. Further, it has also been mentioned by you that notional promotions have already been granted by Mumbai Customs Zone-I and Goa.

4. You are therefore requested to review the said DPCs for the panel years and grant notional promotion to eligible candidates w.e.f. their date of eligibility for the relevant vacancy years as per provisions contained in Existing RRs of 2004.

5. This issue with the approval of Member (A)."

4. On the basis of the Ministry's said letter dated 13.01.2017, a review DPC was held on 10.02.2017 in respect of earlier DPC dated 09.07.2015 and Review DPC dated 11.01.2017, and 9 Stenographers Grade-I were granted notional promotion as per their date of eligibility for promotion to the grade of Stenographer Grade-I. Further, with reference to Ministry's clarification letter dated 13.01.2017, a representation dated 09.03.2017 has been received from the All India Central Excise and Service Tax Ministerial Officers Association, Jaipur regarding extend of benefit of notional promotion from the date of eligibility for the relevant vacancy years, to the other cadres i.e. Chief Accounts Officer, Administrative Officers, STA (Now EA), Tax Assistants and LDC. As the provisions/ instructions contained in the CBECs letter dated 13.01.2017 cannot be extended suo moto to other cadres, therefore a reference was made to the Ministry vide this office letter dated 14.03.2017, wherein it was requested to issue similar instructions as contained in said letter dated 13.01.2017 for other cadres as stated above for sake of uniformity.

5. The Ministry, in terms of this office letter date 14.03.2017, vide their letter F.No. A.32018/44/2016-Ad.III(A) dated 27.04.2017 referring the Ministry's earlier letter F.No. A.32018/44/2016-Ad.III(A) dated 13.01.2017 and requested to take necessary action as per instructions issued by them vide aforementioned letter dated 13.01.2017 in respect of TAs mentioned in this office Estt. Order No. 91/2016 dated 23.09.2016.

6. The matter has been examined in light of the instructions contained in the Ministry's said letter dated 27.04.2017 and earlier letter dated 13.01.2017 and administration has decided to hold a review DPC in respect of DPC held on dated 23.09.2016, for grant of notional promotion to the 19 STA's, whom were promoted vide this office Estt. Order No. 91/2016 dated 23.09.2016, on the basis of date of eligibility for the relevant vacancy years.

7. In view of above, in terms of para-13(1) of the DPC guidelines, the proceedings of DPC dated 23.09.2016, has been reviewed for grant of notional promotion to the eligible candidates to the grade of Senior Tax Assistant w.e.f.

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31/12/17
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their date of eligibility for the relevant vacancy years as per provisions contained in Recruitment Rules of Senior Tax Assistant, 2003.

8. The year wise break up of vacancies of Senior Tax Assistant for the vacancy year 2014-2015 and 2015-2016, is as under:

Sl. No.	Vacancy/ Panel Year	Number of regular vacancies as per the post based roster			
		UR	SC	ST	Total
1.	2014-2015	41	7	4	52
2.	2015-2016	38	7	4	49

9(1) Further, it is pertinent to mention here that with reference to the representations received from Stenographers Grade-I for promotion to the grade of Inspector, a clarifications on following points were sought from the Ministry by this office vide letter C.No. II-3(3)CCU/JZ/2016/5807 dated 20.03.2017:

(i) Whether the period of notional promotion granted to the Stenographers Grade-I in pursuance of the CBEC's letter dated 13.01.2017 will be counted for the purpose of promotion to the grade of Inspector.

(ii) Whether the said Stenographers are also eligible for grant of notional promotion to the grade of Inspector from the date of eligibility for the relevant vacancy years even if non-availability of vacancies in the grade of Inspector under promotion quota in the relevant vacancy year.

9(2) The Ministry vide letter F.No.32018/44/2016-Ad.(III)A dated 11.04.2017 has clarified the issue and informed that the period of notional promotion granted to the said Stenographers Grade-I in pursuance of the CBEC's letter dated 13.01.2017 will be counted for the purpose of promotion to the grade of Inspector. Further with reference to the 2nd point of aforesaid letter, Ministry also clarified that the said Stenographers cannot be promoted to the grade of Inspector from the date of eligibility for the relevant vacancy year because of non-availability of vacancies in the grade of Inspector under promotion quota. The promotion can be granted only w.e.f. the date of the occurrence of vacancy in the relevant vacancy year in the grade of Inspector as per their eligibility.

10. As per DOPT's O.Ms No.22011/3/98-Estt.(D) dated 17.09.1998 and No. 22011/6/2013-Estt(D) dated 28.05.2014, the crucial date for determining eligibility for promotion for the financial vacancy year was 1st January upto the vacancy year 2014-2015 and 1st April from the vacancy year 2015-2016. In terms of said O.M. dated 17.09.1998 and 28.05.2014, the details including date of completion of 3 years service and year wise crucial date for determining eligibility for promotion to the grade of Senior Tax Assistant in accordance with Recruitment Rules of Senior Tax Assistant, 2003 in respect of following 19 Senior Tax Assistants are as under :

S.No.	Name of STA/EA S/Shri	Date of Joining as Tax Assistant	Vacancy Year for which promoted as STA	Crucial date for determination of eligibility for promotion	Date of proposed notional promotion from the eligibility date or arising of vacancy, whichever is later.
1	2	3	4	5	6
1	Gen Singh,	07.07.2009	2014-15	01.01.2014	15.10.2014
2	Vikas Pal. (OBC)	01.11.2011	2014-15	01.01.2014	15.10.2014
3	Sushil Kumar. (OBC)	07.02.2011	2014-15	01.01.2014	15.10.2014

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4	Deepak Kumar (OBC)	09.12.2010	2014-15	01.01.2014	15.10.2014
5	Prem Dan Charan	01.02.2007/ 10.09.2013	2015-16	01.04.2015	01.04.2015
6	Ashok Kumar (SC)	18.02.2011	2015-16	01.04.2015	01.04.2015
7	Anil Kumar Saini	18.02.2011	2015-16	01.04.2015	01.04.2015
8	Hukum Singh	18.02.2011	2015-16	01.04.2015	01.04.2015
9	Krishan Lal S/o Birbalram	18.02.2011	2015-16	01.04.2015	01.04.2015
10	Radhey Shyam Sharma	18.02.2011	2015-16	01.04.2015	01.04.2015
11	Chandra Dutt Sharma	18.02.2011	2015-16	01.04.2015	01.04.2015
12	Babu Lal Suman	18.02.2011	2015-16	01.04.2015	01.04.2015
13	Ramavtar Sharma	18.02.2011	2015-16	01.04.2015	01.04.2015
14	Smt Neeru Gehlawat	08.07.2011	2015-16	01.04.2015	01.04.2015
15	Pawan Kumar Chouhan (SC)	03.12.2012	2015-16	01.04.2015	01.04.2015
16	Chhotu Lal (ST)	02.04.2012	2015-16	01.04.2015	01.04.2015
17	Narendra Singh	02.04.2012	2015-16	01.04.2015	01.04.2015
18	Anil Kumar Meena (PH/HH) (ST)	29.11.2011	2015-16	01.04.2015	01.04.2015
19	Ramroop Meena (ST)	28.11.2011	2015-16	01.04.2015	01.04.2015

11. In view of above, 4 Tax Assistants and 15 Tax Assistants have been taken into consideration for notional promotion to the grade of STA from the eligibility date or arising of vacancy, which ever is later for the vacancy year 2014-2015 and 2015-2016 respectively.

12. Two separate consideration lists of 4 eligible Tax Assistants for the panel/vacancy year 2014-2015 and 15 eligible Tax Assistants for the panel/vacancy year 2015-2016, have been prepared for notional promotion to the grade of Sr. Tax Assistant, Group 'B' (Non-Gazetted).

13. Hence, in terms of DOPT's aforesaid O.Ms dated 17.09.1998 and dated 28.05.2014, the aforesaid 19 Senior Tax Assistant are to be granted notional promotion to the grade of Senior Tax Assistant w.e.f. the date(s) as mentioned against their names in Column No. 6 of the said Chart.

14. As per para 18.1 of the DPC guidelines, the proceedings of any DPC may be reviewed where eligible persons were omitted to be considered for promotion to the higher cadres. The other facts related Rules and Regulations in the matter are mentioned/placed in the main folders of the DPCs held on 23.09.2016.

15. As per para 18.2 of the DPC guidelines, a Review DPC should consider only those persons who were eligible as on the date of meeting of Original DPC. That is, persons who became eligible on a subsequent date should not be considered. Such cases will, of course, come up for consideration by a subsequent regular DPC. Further, the review DPC should restrict its scrutiny to the CRs for the period relevant to the first DPC. The CRs written for subsequent periods should not be considered.

16. In terms of para 18.3 of the DPC guidelines, a Review DPC is required to consider the case again only with reference to the technical or factual mistakes that took place earlier and it should neither change the grading of an officer without any valid reason (which should be recorded) nor change the zone of

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Akhil
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consideration nor take into account any increase in the number of vacancies which might have occurred subsequently.

17. As per para 18.4.3 of the DPC guidelines, if the officers placed junior to the officer concerned have been promoted, he should be promoted immediately and if there is no vacancy, the junior most person officiating in the higher grade should be reverted to accommodate him. On promotion, his pay should be fixed under FR 27 at the stage it would have reached, had he been promoted from the date of the officer immediately below him was promoted but no arrears would be admissible. The seniority of the officer would be determined in the order in which his name, on review, has been placed in the select list by the DPC. It is submitted that there is no need to revert any officer as sufficient number of vacancies are already available under promotion quota in the cadre of Inspector.

18. As per para 7 of the DPC guidelines, where the promotions are to be made on 'Non-Selection' basis, the DPC need not make a comparative assessment of the records of officers, and it should categorize the officers as 'fit' or 'not yet fit' for promotion on the basis of the assessment of their record of service. The officers categorized as 'fit' should be placed in the panel in the order of their seniority in the grade from which promotions are to be made.

19. Since, the DPC dated 23.09.2016 has already assessed/considered the ACRs(APARs) for the relevant years for preparing of the year wise select panels for regular promotion to the grade of Senior Tax Assistant and the said 19 Senior Tax Assistants were graded 'Fit' for regular promotion to the grade of Senior Tax Assistant, therefore, as per para 18.3 of the DPC guidelines, there is no need to re-assess the ACRs (APARs) in respect of the said 19 Senior Tax Assistants for granting notional promotion w.e.f. their date of eligibility for the relevant vacancy years.

20. In view of above, it is recommended that the following Senior Tax Assistants are granted notional promotion to the grade of Senior Tax Assistant, Group 'B' (Non-Gazetted) w.e.f. their date of eligibility for the relevant vacancy year as mentioned below :-

S. No	Name & Category of Senior Tax Assistant/EA S/Shri	Panel / Vacancy year	Date of eligibility for notional promotion to the grade of Sr. Tax Assistant in terms of DOPT's O.M. dated 17.09.1998 / 28.05.2014 readwith CBEC's letters dated 13.01.2017 & 27.04.2017
1.	Gen Singh	2014-2015	15.10.2014
2.	Vikas Pal, (OBC)	2014-2015	15.10.2014
3.	Sushil Kumar, (OBC)	2014-2015	15.10.2014
4.	Deepak Kumar (OBC)	2014-2015	15.10.2014
5.	Prem Dan Charan	2015-2016	01.04.2015
6.	Ashok Kumar (SC)	2015-2016	01.04.2015
7.	Anil Kumar Saini	2015-2016	01.04.2015
8.	Hukum Singh	2015-2016	01.04.2015
9.	Krishan Lal S/o Birbalram	2015-2016	01.04.2015
10.	Radhey Shyam Sharma	2015-2016	01.04.2015
11.	Chandra Dutt Sharma	2015-2016	01.04.2015
12.	Babu Lal Suman	2015-2016	01.04.2015

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 3/9/16
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(Handwritten signature)

(Kamlesh Kumar Meena)
 Deputy Commissioner
 Income Tax, Jaipur
 Member

24/6/17

(Handwritten signature)
 (Mahendra Singh)
 Additional Commissioner
 (Cadre Control)
 O/o the Chief Commissioner
 Central Excise (JZ), Jaipur
 Member
 Chairman
 Central Excise, Jodhpur
 Addl. Commissioner,
 (Alok Gupta)
24/6/17

13	Ramavtar Sharma	2015-2016	01.04.2015
14	Smt Neeru Gehlawal	2015-2016	01.04.2015
15	Pawan Kumar Chouhan (SC)	2015-2016	01.04.2015
16	Chhotu Lal (ST)	2015-2016	01.04.2015
17	Narendra Singh	2015-2016	01.04.2015
18	Anil Kumar Meena (PH/H) (ST)	2015-2016	01.04.2015
19	Ramroop Meena (ST)	2015-2016	01.04.2015

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OFFICE OF THE CHIEF COMMISSIONER
CENTRAL EXCISE (JZ) : JAIPUR

SELF CONTAINED NOTE FOR REVIEW DPC IN RESPECT OF DPC HELD ON 23.09.2016 FOR REGULAR PROMOTION TO THE GRADE OF SENIOR TAX ASSISTANT, GROUP 'B' (NON-GAZETTED) FOR FILLING UP REGULAR VACANCIES FOR THE PANEL/VACANCY YEARS 2014-2015 AND 2015-2016 (PRIOR TO 28.09.2015 I.E. DATE OF NOTIFICATION OF RRs OF EXECUTIVE ASSISTANT) IN THE PAY BAND -2/ PAY SCALE OF RS. 9300-34800 GRADE PAY RS. 4200 FROM AMONGST TAX ASSISTANTS GROUP 'C' (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1).

In terms of Ministry's letter F.No. A.32011/03/2015-Ad.III.A dated 02.08.2016 readwith DOPT's O.M. No AB-14017/79/2006-Estt (RR) dated 06.09.2007 and other related instructions, a DPC was held on 23.09.2016 for regular promotion to the grade of Senior Tax Assistant, Group 'B' (Non-Gazetted) from amongst the Tax Assistants as per the RRs of the STA. 2003 for filling up 52 regular vacancies (41 UR + 7 SC + 4 ST) for the panel/vacancy year 2014-2015 and 49 regular vacancies (38 UR + 7 SC + 4 ST) for the panel/vacancy year 2015-2016.in terms of para 6.4.1 of the DPC guidelines. Tax Assistants who had completed the qualifying service as prescribed in the RRs. of STA and passed the departmental examination (as on crucial date prescribed by the DOPT) for the vacancy year 2014-2015 and 2015-2016 were considered for promotion to the pre cadre of STA by the said DPC dated 23.09.2016.. Hence, after selection of 19 Tax Assistants for the vacancy years 2014-2015 and 2015-2016 by the said DPC, were promoted to the pre-cadre of STA (re-designated as EA) prospectively effect on regular post vide Estt. Order No. 91/2016 dated 23.09.2016. P-14

2. The said DPC dated 23.09.2016 had examined the facts, relevant Recruitment Rules, Ministry/DOPT's instructions and ACRs(APARs for relevant vacancy year), etc. as discussed / mentioned in the Self Contained Note and Minutes of DPC dated 23.09.2016 for regular promotion of Tax Assistant to the grade of Senior Tax Assistant in accordance with the Recruitment Rules of Senior Tax Assistant, 2003. P-16

3. The Ministry vide letter F.No. A-32018/44/2016-Ad III.A dated 13.01.2017 issued further instructions regarding notional effect for promotion to the grade of Stenographer Grade-I. The paras 2 to 5 of the said letter dated 13.01.2017 are produced as under:

"2. The matter has been examined in the Board. In this regard it is stated that for the post of Stenographer Grade-I (a merged cadre of erstwhile Steno Grade-II & Grade-I) feeder cadre is Steno Grade-II (erstwhile Grade-III) vide OO dated 22.12.2010 (copy enclosed). As per guidelines issued by Board dated 07.09.2016, promotion is to be given as per the RRs available at the time of the relevant vacancy year. P-20

3. Further, it has also been mentioned by you that notional promotions have already been granted by Mumbai Customs Zone-I and Goa. P-21 P-23

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You are therefore requested to review the said DPCs for the panel years and grant notional promotion to eligible candidates w.e.f

their date of eligibility for the relevant vacancy years as per provisions contained in Existing RRs of 2004.

5. This issue with the approval of Member (A)."

4. On the basis of the Ministry's said letter dated 13.01.2017, a review DPC was held on 10.02.2017 in respect of earlier DPC dated 09.07.2015 and Review DPC dated 11.01.2017, and 9 Stenographers Grade-I were granted notional promotion as per their date of eligibility for promotion to the grade of Stenographer Grade-I. Further, with reference to Ministry's clarification letter dated 13.01.2017, a representation dated 09.03.2017 has been received from the All India Central Excise and Service Tax Ministerial Officers Association, Jaipur regarding extend of benefit of notional promotion from the date of eligibility for the relevant vacancy years, to the other cadres i.e. Chief Accounts Officer, Administrative Officers, STA (Now EA), Tax Assistants and LDC. As the provisions/ instructions contained in the CBEC's letter dated 13.01.2017 cannot be extended suo moto to other cadres, therefore a reference was made to the Ministry vide this office letter dated 14.03.2017, wherein it was requested to issue similar instructions as contained in said letter dated 13.01.2017 for other cadres as stated above for sake of uniformity.

5. The Ministry, in terms of this office letter date 14.03.2017, vide their letter F.No. A.32018/44/2016-Ad.III(A) dated 27.04.2017 referring the Ministry's earlier letter F.No. A.32018/44/2016-Ad.III(A) dated 13.01.2017 and requested to take necessary action as per instructions issued by them vide aforementioned letter dated 13.01.2017 in respect of TAs mentioned in this office Estt. Order No. 91/2016 dated 23.09.2016. P-24
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6. The matter has been examined in light of the instructions contained in the Ministry's said letter dated 27.04.2017 and earlier letter dated 13.01.2017 and administration has decided to hold a review DPC in respect of DPC held on dated 23.09.2016, for grant of notional promotion to the 19 STA's, whom were promoted vide this office Estt. Order No. 91/2016 dated 23.09.2016, on the basis of date of eligibility for the relevant vacancy years.

7. In view of above, in terms of para-18(1) of the DPC guidelines, the proceedings of DPC dated 23.09.2016, are to be reviewed for grant of notional promotion to the eligible candidates to the grade of Senior Tax Assistant w.e.f. their date of eligibility for the relevant vacancy years as per provisions contained in Recruitment Rules of Senior Tax Assistant, 2003.

8. The year wise break up of vacancies of Senior Tax Assistant for the vacancy year 2014-2015 and 2015-2016, is as under:

Sl. No.	Vacancy/ Panel Year	Number of regular vacancies as per the post based roster			
		UR	SC	ST	Total
1.	2014-2015	41	7	4	52
2.	2015-2016	38	7	4	49

9(1) Further it is pertinent to mention here that with reference to the representations received from Stenographers Grade-I for promotion to the grade of Inspector, a clarification on following points were sought from the Ministry by this office vide letter C No. A-32018/CCUJZ/2016/5807 dated 20.03.2017: P-26

Whether the period of notional promotion granted to the Stenographers in pursuance of the CBEC's letter dated 13.01.2017 will be counted for the purpose of promotion to the grade of Inspector.

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(ii) Whether the said Stenographers are also eligible for grant of notional promotion to the grade of Inspector from the date of eligibility for the relevant vacancy years even if non-availability of vacancies in the grade of Inspector under promotion quota in the relevant vacancy year.

9(2) The Ministry vide letter F.No.32018/44/2016-Ad.(III)A dated 11.04.2017 has clarified the issue and informed that the period of notional promotion granted to the said Stenographers Grade-I in pursuance of the CBEC's letter dated 13.01.2017 will be counted for the purpose of promotion to the grade of Inspector. Further with reference to the 2nd point of aforesaid letter, Ministry also clarified that the said Stenographers cannot be promoted to the grade of Inspector from the date of eligibility for the relevant vacancy year because of non-availability of vacancies in the grade of Inspector under promotion quota. The promotion can be granted only w.e.f. the date of the occurrence of vacancy in the relevant vacancy year in the grade of Inspector as per their eligibility.

10. As per DOPT's O.Ms No.22011/3/98-Estt.(D) dated 17.09.1998 and No. 22011/6/2013-Estt.(D) dated 28.05.2014, the crucial date for determining eligibility for promotion for the financial vacancy year was 1st January upto the vacancy year 2014-2015 and 1st April from the vacancy year 2015-2016. In terms of said O.M. dated 17.09.1998 and 28.05.2014, the details including date of completion of 3 years service and year wise crucial date for determining eligibility for promotion to the grade of Senior Tax Assistant in accordance with Recruitment Rules of Senior Tax Assistant, 2003 in respect of following 19 Senior Tax Assistants are as under :

S.N o.	Name of STA/EA S/Shri	Date of Joining Tax Assistant	of as Vacancy Year for which promoted as STA	Crucial date for determination of eligibility for promotion	Date of proposed notional promotion from the eligibility date or arising of vacancy, which ever is later.
1	2	3	4	5	6
1.	Gen Singh,	07.07.2009	2014-15	01.01.2014	15.10.2014
2	Vikas Pal, (OBC)	01.11.2011	2014-15	01.01.2014	15.10.2014
3	Sushil Kumar, (OBC)	07.02.2011	2014-15	01.01.2014	15.10.2014
4	Deepak Kumar (OBC)	09.12.2010	2014-15	01.01.2014	15.10.2014
5	Prem Dan Charan	01.02.2007/ 10.09.2013	2015-16	01.04.2015	01.04.2015
6	Ashok Kumar (SC)	18.02.2011	2015-16	01.04.2015	01.04.2015
7	Anil Kumar Saini	18.02.2011	2015-16	01.04.2015	01.04.2015
8	Hukum Singh	18.02.2011	2015-16	01.04.2015	01.04.2015
9	Krishan Lal S/o Birbalram	18.02.2011	2015-16	01.04.2015	01.04.2015
10	Radhey Shyam Sharma	18.02.2011	2015-16	01.04.2015	01.04.2015
11	Chandra Dutt Sharma	18.02.2011	2015-16	01.04.2015	01.04.2015
12	Babu Lal Suman	18.02.2011	2015-16	01.04.2015	01.04.2015
13	Ramavtar Sharma	18.02.2011	2015-16	01.04.2015	01.04.2015
14	Smt Neeru Gehlawat Pawan Kumar Sheehan (SC)	08.07.2011 03.12.2012	2015-16	01.04.2015	01.04.2015

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16	Chhotu Lal (ST)	02.04.2012	2015-16	01.04.2015	01.04.2015
17	Narendra Singh	02.04.2012	2015-16	01.04.2015	01.04.2015
18	Anil Kumar Meena (PH/HH) (ST)	29.11.2011	2015-16	01.04.2015	01.04.2015
19	Ramroop Meena (ST)	28.11.2011	2015-16	01.04.2015	01.04.2015

11. In view of above, 4 Tax Assistants and 15 Tax Assistants are eligible for consideration for notional promotion to the grade of STA from the eligibility date or arising of vacancy, which ever is later for the vacancy year 2014-2015 and 2015-2016 respectively.

12. Two separate consideration lists of 4 eligible Tax Assistants for the panel/vacancy year 2014-2015 and 15 eligible Tax Assistants for the panel/vacancy year 2015-2016, have been prepared for notional promotion to the grade of Sr. Tax Assistant, Group 'B' (Non-Gazetted).

13. Hence, in terms of DOPT's aforesaid O.Ms dated 17.09.1998 and dated 28.05.2014, the aforesaid 19 Senior Tax Assistant are to be granted notional promotion to the grade of Senior Tax Assistant w.e.f. the date(s) as mentioned against their names in Column No. 6 of the said Chart.

14. As per para 18.1 of the DPC guidelines, the proceedings of any DPC may be reviewed where eligible persons were omitted to be considered for promotion to the higher cadres. The other facts related Rules and Regulations in the matter are mentioned/placed in the main folders of the DPCs held on 23.09.2016.

15. As per para 18.2 of the DPC guidelines, a Review DPC should consider only those persons who were eligible as on the date of meeting of Original DPC. That is, persons who became eligible on a subsequent date should not be considered. Such cases will, of course, come up for consideration by a subsequent regular DPC. Further, the review DPC should restrict its scrutiny to the CRs for the period relevant to the first DPC. The CRs written for subsequent periods should not be considered.

16. In terms of para 18.3 of the DPC guidelines, a Review DPC is required to consider the case again only with reference to the technical or factual mistakes that took place earlier and it should neither change the grading of an officer without any valid reason (which should be recorded) nor change the zone of consideration nor take into account any increase in the number of vacancies which might have occurred subsequently.

17. As per para 18.4.3 of the DPC guidelines, if the officers placed junior to the officer concerned have been promoted, he should be promoted immediately and if there is no vacancy, the junior most person officiating in the higher grade should be reverted to accommodate him. On promotion, his pay should be fixed under FR 27 at the stage it would have reached, had he been promoted from the date of the officer immediately below him was promoted but no arrears would be admissible. The seniority of the officer would be determined in the order in which his name, on review, has been placed in the select list by the DPC. It is submitted that there is no need to revert any officer as sufficient number of vacancies are already available under promotion quota in the cadre of Inspector.

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कार्यालय

18. As per para 7 of the DPC guidelines, where the promotions are to be made on 'Non-Selection' basis, the DPC need not make a comparative assessment of the records of officers, and it should categories the officers as 'fit' or 'not fit' for promotion on the basis of the assessment of their record of

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service. The officers categorized as 'fit' should be placed in the panel in the order of their seniority in the grade from which promotions are to be made.

19. Since, the DPC dated 23.09.2016 has already assessed/considered the ACRs(APARs) for the relevant years for preparing of the year wise select panels for regular promotion to the grade of Senior Tax Assistant and the said 19 Senior Tax Assistants were graded 'Fit' for regular promotion to the grade of Senior Tax Assistant, therefore, as per para 18.3 of the DPC guidelines, there is no need to re-assess the ACRs (APARs) in respect of the said 19 Senior Tax Assistants for granting notional promotion w.e.f. their date of eligibility for the relevant vacancy years.

The Composition of the DPC for promotion to the grade of STA, Group 'B' (Non-Gazetted) is as under:

1.	The Senior most Additional Commissioner from each of the Commissionerates (the senior most officer among them would be Chairman)	Chairman
2.	The Addl. Commissioner Hqrs. of the cadre controlling Commissionerate.	Member
3.	The Deputy / Assistant Commissioner, Income Tax, Jaipur	Member

Where none of the members at Sl. No.1 to 3 above belong to the SC or the ST categories, a Group 'A' officer from outside the Department belonging to the SC or the ST categories shall also associate as a member of DPC.


(MAHENDRA SINGH)
ADDITIONAL COMMISSIONER (CCU)
O/O THE CHIEF COMMISSIONER
CENTRAL EXCISE (JZ), JAIPUR



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OFFICE OF THE CHIEF COMMISSIONER
GST & CENTRAL EXCISE (JZ) : JAIPUR

FOLDER FOR THE THE REVIEW DPC HELD ON 23.12.2020 IN TERMS OF CBEC'S LETTER A.32011/03/2015-Ad.IIIA DATED 13.11.2020 r/w PARA 3.1.3 OF DOPT'S GUIDELINES DATED 31.12.2010 WITH RESPECT OF EARLIER DPCs / REVIEW DPC HELD ON 30.05.2014, 23.09.2016 AND 06.06.2017 FOR PROMOTION TO THE POST OF EXECUTIVE ASSISTANT (ERSTWHILE SENIOR TAX ASSISTANT), GROUP 'B' (NON-GAZETTED) FOR FILLING UP REGULAR VACANCIES AROSE IN THE CADRE OF STA(EA) DURING THE PERIOD FROM 18.12.2013 TO 27.09.2015 CORRESPONDING PERIOD OF THE PANEL/VACANCY YEAR 2013-14, 2014-2015 & 2015-16 IN THE PAY BAND -2/ PAY SCALE OF RS. 9300-34800 GRADE PAY RS. 4200 FROM AMONGST TAX ASSISTANTS, GROUP 'C' (RS. 5200-20200 GRADE PAY RS. 2400/-PB-1).

REVIEW DPC HELD ON 23.12.2020

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CHAIRMAN'S FOLDER

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**OFFICE OF THE CHIEF COMMISSIONER,
GST & CENTRAL EXCISE (JZ), JAIPUR
(CADRE CONTROL UNIT)**

MINUTES OF THE REVIEW DPC HELD ON 23.12.2020 IN TERMS OF CBEC'S LETTER A.32011/03/2015-Ad.IIIA DATED 13.11.2020 r/w PARA 3.1.3 OF DOPT'S GUIDELINES DATED 31.12.2010 WITH RESPECT OF EARLIER DPCs / REVIEW DPC HELD ON 30.05.2014, 23.09.2016 AND 06.06.2017 FOR PROMOTION TO THE POST OF EXECUTIVE ASSISTANT (ERSTWHILE SENIOR TAX ASSISTANT), GROUP 'B' (NON-GAZETTED) FOR FILLING UP REGULAR VACANCIES AROSE IN THE CADRE OF STA(EA) DURING THE PERIOD FROM 18.12.2013 TO 27.09.2015 CORRESPONDING PERIOD OF THE PANEL/VACANCY YEAR 2013-14, 2014-2015 & 2015-16 IN THE PAY BAND -2/ PAY SCALE OF RS. 9300-34800 GRADE PAY RS. 4200 FROM AMONGST TAX ASSISTANTS, GROUP 'C' (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1).

Present :

S/Shri		
1.	Mahendra Singh, Addl. Commissioner, GST & CE Commissionerate, Jaipur	Chairman
2.	Alok Sharma, Joint Commissioner (Cadre Control), O/o the Chief Commissioner GST & CE(JZ) Jaipur	Member
3	B.K.Meena, Joint Commissioner, Customs, Jaipur	Member
3.	Shri Mahesh Kumar Verma Assistant Commissioner, Income Tax, Jaipur	Member

This review DPC has been informed vide self contained note that in terms of CBEC's letter F.No. A.32011/03/2015-Ad.IIIA dated 13.11.2020 readwith Para 3.1.3 of DOPT's guidelines dated 31.12.2010, a review DPC is to be convened with respect of earlier DPCs/review held on 30.05.2014, 23.09.2016 and 06.06.2017 DPC for promotion to the post of Executive Assistant (Erstwhile STA) Group 'B' (Non-Gazetted) by using correct terminology in terms of Board's letter dated 13.11.2020 referring Para 3.1.3 of DOPT's guidelines dated 31.12.2010 for filling up regular vacancies arose in the grade of STA (EA) during the period from 18.12.2013 to 27.09.2015 corresponding period of the panel / vacancy year 2013-14, 2014-15 & 2015-16. Accordingly, the promotions are to be given to the post of EA for these vacancies from amongst feeder cadre i.e. Tax Assistant Group 'C' on the basis of qualifying service prescribed in the RRs of STA, 2003 i.e. 3 years regular service as Tax Assistant with passing the departmental examination for promotion to the post of STA as on the crucial date(s) of the respective panel/ vacancy year as mentioned above.

2 (i) There were 57 sanctioned posts in the cadre of Senior Tax Assistant (STA) in the G.P. Rs. 4200 in PB-2 prior to cadre restructuring dated 18.12.2013 in the Customs and Central Excise, Jaipur Zone.

(ii) As per the Notified Recruitment Rules (RRs) of Senior Tax Assistant forwarded by the Ministry under letter F.No.A-12018/17/2002-Ad.III B dated 27.01.2003, Tax Assistants with three years of regular service in the grade and have passed the departmental examination as specified by the competent authority

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23/12/2020

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from time to time, in Computer application and relevant procedures, were eligible for consideration for promotion to the grade of Senior Tax Assistant. The post of Senior Tax Assistant was Non-Selection post.

(iii) As per note below the column no. 12 of Schedule of Recruitment Rules of STA, if a junior person is considered for promotion on the basis of his completing the prescribed qualifying period of service in that grade, all persons senior to him in the grade shall also be considered for promotion, notwithstanding that they may not have rendered the prescribed qualifying period of service in that grade but have completed successfully the prescribed period of probation. The prescribed period of probation in the grade of Tax Assistant is 2 years.

3. As per the Notified RRs of STA, 2003, DPCs/review DPC mentioned in below table were held on respective date(s). The said DPCs/ review DPCs had examined the facts, relevant Recruitment Rules, Ministry/DOPT's instructions and ACRs(APARs for relevant vacancy year), etc. as discussed / mentioned in the Self Contained Notes and Minutes of the respective DPCs / review DPC for regular promotion of Tax Assistant to the grade of Senior Tax Assistant in accordance with the Recruitment Rules of Senior Tax Assistant, 2003. The details of the DPCs/ review DPC is as under :-

Cadre	Date of DPC	Vacancy / year	No of vacancy	Crucial date of eligibility	No. of persons promoted as STA by the earlier DPC
STA	30.05.2014	2013-14	06	01.01.2013	03- promoted as STA on 30.05.2014 (Estt. Order No. 55/2014 dt. 30.05.14)
	30.05.2014	2014-15	10	01.01.2014	05- promoted as STA on 30.05.2014 (Estt. Order No. 55/2014 dt. 30.05.14)
	23.09.16/ reviewed on 06.06.2017	2014-15	52	01.01.2014	04- promoted as STA from 15.10.14 (Notional)/23.09.16 (Actual) (Estt. Order No. 91/2016 dt.23.09.2016 and 76/2017 dt. 12.06.2017)
	23.09.16/ reviewed on 06.06.2017	2015-16	49	01.04.2015	15- promoted as STA from 01.04.15 (Notional)/23.09.16 (Actual) (Estt. Order No. 91/2016 dt.23.09.2016 and 76/2017 dt. 12.06.2017)
	Total				27 promoted as STA

4. As a result of said DPCs/ review DPC, total 27 Tax Assistants were given regular promotion to the grade of STA as detailed below :

S.No	Name of Officer S/Shri	Date of Joining as Tax Assistant	Vacancy Year for which promoted as STA	Crucial date for determination of eligibility for promotion	Date of promotion as given to the grade of STA
1	2	3	4	5	6
1	Gajendra Singh Kachhawa (OBC)	18.07.2003	2013-14	01.01.2013	30.05.2014
2	Devendra Kumar (OBC)	18.07.2003	2013-14	01.01.2013	30.05.2014
3	Deep Chand Saini (OBC)	18.07.2003	2013-14	01.01.2013	30.05.2014
4	Gopal Lal Kumawat (OBC)	18.07.2003	2014-15	01.01.2014	30.05.2014
5	Mukesh Goyal	18.07.2003	2014-15	01.01.2014	30.05.2014
6	Manoj Kumar Kodwani	18.07.2003	2014-15	01.01.2014	30.05.2014
7	Tarini Mohan Mishra	18.07.2003	2014-15	01.01.2014	30.05.2014
8	Tejpal Mourya (SC)	27.10.2010	2014-15	01.01.2014	30.05.2014
9	Gen Singh,	07.07.2009	2014-15	01.01.2014	15.10.2014/ 23.09.2016
10	Vikas Pal, (OBC)	01.11.2011	2014-15	01.01.2014	15.10.2014/ 23.09.2016
11	Sushil Kumar, (OBC)	07.02.2011	2014-15	01.01.2014	15.10.2014/ 23.09.2016

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12	Deepak Kumar (OBC)	09.12.2010	2014-15	01.01.2014	15.10.2014/ 23.09.2016
13	Prem Dan Charan	01.02.2007/ 10.09.2013	2015-16	01.04.2015	01.04.2015/ 23.09.2016
14	Ashok Kumar (SC)	18.02.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
15	Anil Kumar Saini	18.02.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
16	Hukum Singh	18.02.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
17	Krishan Lal S/o Birbalram	18.02.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
18	Radhey Shyam Sharma	18.02.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
19	Chandra Dutt Sharma	18.02.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
20	Babu Lal Suman	18.02.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
21	Ramavtar Sharma	18.02.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
22	Smt. Neeru Gehlawat	08.07.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
23	Pawan Kumar Chouhan (SC)	03.12.2012	2015-16	01.04.2015	01.04.2015/ 23.09.2016
24	Chhotu Lal (ST)	02.04.2012	2015-16	01.04.2015	01.04.2015/ 23.09.2016
25	Narendra Singh	02.04.2012	2015-16	01.04.2015	01.04.2015/ 23.09.2016
26	Anil Kumar Meena (PH/HH) (ST)	29.11.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
27	Ramroop Meena (ST)	28.11.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016

5. The CBEC vide letter F.No. A.32011/03/2015-Ad.IIIA dated 13.11.2020 has imparted clarification for promotion to EA cadre during 18.12.2013 to 28.09.2015. The same is as under :-

- (a) The posts of STA/DOS were in existence prior to 18.12.2013, i.e. upto 17.12.2013. Any pre-cadre vacancy i.e. vacancies arising out of the grade of STA and DOS upto 17.12.2013 were to be filled by the RRs in force on the date on which vacancy arose, i.e. RR of 2003 for STA and RRs of 2009 for DOS.
- (b) Post Cadre restructuring i.e. from 18/12/2013 and upto the date of notification of RR of EA i.e. 28.09.2015 (intervening period between date of issue of cadre restructuring order and date of notification of RRs of EA, 2015), the cadre restructuring order provides that DoPT's guidelines on RRs dated 31.12.2010 be used for filling up re-designated posts. Thus, DoPT guidelines on RRs are to be operated for convening DPC/Review DPC for all vacancies arising between 18.12.2013 to 27.09.2015. Attention is drawn specifically to Para 3.1.3 of DoPT guidelines on 'protection clause' in this regard. The provision in cadre restructuring order mentioned above read together with para 3.1.3 of DoPT guidelines implies that those in feeder cadre on 18.12.2013 can be promoted as EA as per qualifying service of old RRs.
- (c) Post notification of RR for the grade of EA 2015 i.e. from 28.09.2015, any vacancy in the grade of EA would be filled as per the provisions of RRs of EA notified on 28.09.2015.

It is thus clear that irrespective of date of holding DPC, all vacancies in EA cadre that arose prior to notification of RRs of EA 2015 (i.e. upto 27.09.2015) can be filled up as per qualifying service of RRs of STA 2003/DOS 2009. Any promotion in vacancies on or after the date of cadre restructuring (18.12.2013) but upto 27.09.2015 should be to the post of 'EA' only and should refer to DoPT guidelines of 2010 (and not old RRs). CCAs who did not follow this procedure may convene review DPCs to use correct terminology as indicated above. CCAs who have not carried out any promotions for vacancies during 18.12.2013 to 27.09.2015 may

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convene fresh DPCs to consider eligible persons in feeder cadre for promotion to EA quoting DoPT guidelines of 2010, especially para 3.1.3 thereof.

It has further been directed vide said letter dated 13.11.2020 that all CCAs are requested to take appropriate follow up action as per the elaborations indicated in para 2 & 3 above and submit an action taken report to the Board in compliance of the above directions.

6. The Para No. 3.1.3 of DoPT's guidelines dated 31.12.2010 states as under :-

RETENTION OF EXISTING ELIGIBILITY SERVICE

3.1.3 Where the eligibility service for promotion prescribed in the existing rules is being enhanced (to be in conformity with the guidelines issues by this Department) and the change is likely to affect adversely some persons holding the feeder grade posts on regular basis, a note to the effect that the eligibility service shall continue to be the same for persons holding the feeder posts on regular basis on the date of notification of the revised rules, could be included in the revised rules.

7. As discussed in preceeding para 3, the DPCs/Review DPC for promotion of eligible Tax Assistants to the grade of STA against the vacancies arisen in the grade of STA during the period from 18.12.2013 to 27.09.2015 were held. Now, in terms of Ministry's said letter dated 13.11.2020 readwith DOPT's guidelines dated 31.12.2010 and facts as disussed above, the Administration has decided for holding review DPC for promotion of the eligible Tax Assistants to the post of Executive Assistant (Erstwhile STA) Group 'B' (Non-Gazetted) by using correct terminology as per Board's directions dated 13.11.2020 referring the para 3.1.3 of DOPT's guidelines dated 31.12.2010 instead of old RRs of STA, 2003 for filling up regular vacancies which were arose in the grade of STA (EA) during the period from 18.12.2013 to 27.09.2015 corresponding period of the panel / vacancy year 2013-14, 2014-15 & 2015-16.

8. As per the Post Based Roster, the vacancy position for the posts of EA (erstwhile STA) for the year 2013-14, 2014-2015 and 2015-2016, which are to be taken into consideration for this review DPC for preparation of different select panel in respect of earlier DPCs/ review DPCs (30.05.2014, 23.09.2016 & 06.06.2017 as mentioned above) are as under :-

2013-14 (DPC dated 30.05.2014)

Category	Post earmarked	Working	Vacancy
UR	45	42	3
SC	8	5	3
ST	4	4	0
Total	57	51	6

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2014-15 (DPC dated 30.05.2014)

Category	Post earmarked	Working	Vacancy
UR	45	41	4
SC	8	2	6
ST	4	4	0
Total	57	47	10

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2014-15 (DPC dated 23.09.2016 / reviewed on 06.06.2017)

Category	Post earmarked	Working	Vacancy
UR	45	4	41
SC	8	1	7
ST	4	0	4
Total	57	5	52

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2015-16

(DPC dated 23.09.2016 / reviewed on 06.06.2017)

Category	Post earmarked	Working	Vacancy
UR	45	7	38
SC	8	1	7
ST	4	0	4
Total	57	8	49

9. In terms of the DOPT's O.M. No.22011/3/98-Estt.(D) dated 17.09.1998 forwarded by the Ministry of Finance, Department of Revenue, New-Delhi vide letter F.No.12/131/98-Coord. dated 14.10.1998, the crucial date for determining the eligibility for consideration for promotion was 01.01.2013 and 01.01.2014 for the panel / vacancy year 2013-14 & 2014-2015 respectively. Further, in terms of the DOPT's O.M. No.22011/6/2013-Estt(D) dated 28.05.2014, the crucial date for determining the eligibility for the vacancy/panel year 2015-2016 is 01.04.2015.

10. According to the directions given in CBEC's said letter dated 13.11.2020, "any promotion in vacancies on or after the date of cadre restructuring (18.12.2013) but upto 27.09.2015 should be to the post of 'EA' only and should refer to DoPT guidelines of 2010 (and not old RRs). CCAs who did not follow this procedure are to convene review DPCs to use correct terminology as indicated above". Earlier the DPCs/ review DPCs dated 30.05.2014, 23.09.2016 & 06.06.2017 were held for promotion to the grade of STA on the basis of RRs of STA, 2003 for the year 2013-14, 2014-15 & 2015-16. But in view of direction/ clarification imparted by the CBEC this review DPC is to be convened only for using the terminology as per Board's directions dated 13.11.2020 referring the para 3.1.3 of DOPT's guidelines dated 31.12.2010 instead of old RRs of STA, 2003 for promotion to the post of EA (STA) for vacancies which were arose during the intervening period of 18.12.2013 to 27.09.2015. Accordingly, the promotions are to be given to the post of EA for these intervening vacancies from amongst feeder cadre i.e. Tax Assistant Group 'C' on the basis of qualifying service prescribed in the RRs of STA, 2003 i.e. 3 years regular service as Tax Assistant with passing the departmental examination for promotion to the post of STA as on the crucial date(s) of the respective panel/ vacancy year 2013-14, 2014-15 & 2015-16.

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11. As per vacancy charts mentioned in para 8 above, four separate consideration lists of eligible Tax Assistants for the panel/vacancy year 2013-14, 2014-2015 and 2015-16, have been prepared for notional promotion to the grade of Executive Assistant (erstwhile Sr. Tax Assistant), Group 'B' (Non-Gazetted) in terms of Ministry's letter dated 13.11.2020 readwith DOPT's guidelines dated 31.12.2010.

12. As per para 18.1 of the DPC guidelines, the proceedings of any DPC may be reviewed where eligible persons were omitted to be considered for promotion to the higher cadres. The other facts related Rules and Regulations in the matter are mentioned / placed in the main folders of the earlier DPCs / review DPCs held previously on 30.05.2014, 23.09.2016 and 06.06.2017.

13. As per para 18.2 of the DPC guidelines, a Review DPC should consider only those persons who were eligible as on the date of meeting of Original DPC. That is, persons who became eligible on a subsequent date should not be considered. Such cases will, of course, come up for consideration by a subsequent regular DPC. Further, the review DPC should restrict its scrutiny to the CRs for the period relevant to the first DPC. The CRs written for subsequent periods should not be considered.

14. In terms of para 18.3 of the DPC guidelines, a Review DPC is required to consider the case again only with reference to the technical or factual mistakes that took place earlier and it should neither change the grading of an officer without any valid reason (which should be recorded) nor change the zone of consideration nor take into account any increase in the number of vacancies which might have occurred subsequently. In present matter the requisite eligibility of Tax Assistants who were earlier considered for promotion to the grade of STA by said three

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DPC/review DPC and requisite eligibility of Tax Assistants who are now required to be considered for promotion to the post of EA by this review DPC is same i.e. 3 years regular service as Tax Assistant and passed the departmental examination of STA as on crucial date(s) for respective vacancy year, , therefore, the review DPC is only to be convened in respect of earlier DPCs/ / review DPC dated 30.05.2014, 23.09.2016 and 06.06.2017 for using correct terminology in terms of Board's letter dated 13.11.2020 referring the para 3.1.3 of DOPT's guidelines dated 31.12.2010 instead of old RRs of STA, 2003.

15. As per para 7 of the DPC guidelines, where the promotions are to be made on 'Non-Selection' basis, the DPC need not make a comparative assessment of the records of officers, and it should categories the officers as 'fit' or 'not yet fit' for promotion on the basis of the assessment of their record of service. The officers categorized as 'fit' should be placed in the panel in the order of their seniority in the grade from which promotions are to be made.

16. Since, the DPCs/ review DPCs dated 30.05.2014, 23.09.2016 & 06.06.2017 have already assessed/considered the ACRs (APARs) for the relevant years for preparing of the year wise select panels for regular promotion to the grade of Senior Tax Assistant and the said 27 Tax Assistants were graded 'Fit' for regular promotion to the grade of Senior Tax Assistant., therefore, as per para 18.3 of the DPC guidelines, this review DPC is not re-assessing the ACRs (APARs) in respect of the said 27 Tax Assistants for granting notional promotion to the post of EA w.e.f. their date of eligibility for the relevant vacancy years.

17. In view of above, it is recommended that in terms of CBEC's letter F.No. A.32011/03/2015-Ad.IIIA dated 13.11.2020 readwith Para 3.1.3 of DOPT's guidelines dated 31.12.2010 the following select panels are drawn for grant of notional promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) from the then Tax Assistants w.e.f. their date of eligibility for the relevant vacancy year as mentioned below :-

Select Panel for the vacancy year 2013-14 (in respect of DPC dated 30.05.14)

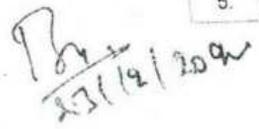
S. No	Name & Category of the officer S/Shri	Panel / Vacancy year	Date of eligibility for notional promotion to the grade of Executive Assistant in terms of DOPT's O.M. dated 17.09.1998 / 28.05.2014 readwith CBEC's letters dated 13.11.2020 & DOPT's guidelines dated 31.12.2010
1.	Gajendra Singh Kachhawa (OBC)	2013-2014	30.05.2014
2.	Devendra Kumar (OBC)	2013-2014	30.05.2014
	Deep Chand Saini (OBC)	2013-2014	30.05.2014


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Select Panel for the vacancy year 2014-15 (in respect of DPC dated 30.05.14)

S. No	Name & Category of the officer S/Shri	Panel / Vacancy year	Date of eligibility for notional promotion to the grade of Executive Assistant in terms of DOPT's O.M. dated 17.09.1998 / 28.05.2014 readwith CBEC's letters dated 13.11.2020 & DOPT's guidelines dated 31.12.2010
1.	Gopal Lal Kumawat (OBC)	2014-2015	30.05.2014
2.	Mukesh Goyal	2014-2015	30.05.2014
3.	Manoj Kumar Kodwani	2014-2015	30.05.2014
4.	Tarini Mohan Mishra	2014-2015	30.05.2014
5.	Tejpal Mourya (SC)	2014-2015	30.05.2014


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Select Panel for the vacancy year 2014-15 (in respect of DPC dated 23.09.2016 reviewed on 06.06.2017)

S. No	Name & Category of the officer S/Shri	Panel / Vacancy year	Date of eligibility for notional promotion to the grade of Executive Assistant in terms of DOPT's O.M. dated 17.09.1998 / 28.05.2014 readwith CBEC's letters dated 13.11.2020 & DOPT's guidelines dated 31.12.2010
1.	Gen Singh	2014-2015	15.10.2014
2.	Vikas Pal, (OBC)	2014-2015	15.10.2014
3.	Sushil Kumar, (OBC)	2014-2015	15.10.2014
4.	Deepak Kumar (OBC)	2014-2015	15.10.2014

Select Panel for the vacancy year 2015-16 (in respect of DPC dated 23.09.2016 reviewed on 06.06.2017)

S. No	Name & Category of the officer S/Shri	Panel / Vacancy year	Date of eligibility for notional promotion to the grade of Executive Assistant in terms of DOPT's O.M. dated 17.09.1998 / 28.05.2014 readwith CBEC's letters dated 13.11.2020 & DOPT's guidelines dated 31.12.2010
1	Prem Dan Charan	2015-2016	01.04.2015
2	Ashok Kumar (SC)	2015-2016	01.04.2015
3	Anil Kumar Saini	2015-2016	01.04.2015
4	Hukum Singh	2015-2016	01.04.2015
5	Krishan Lal S/o Birbalram	2015-2016	01.04.2015
6	Radhey Shyam Sharma	2015-2016	01.04.2015
7	Chandra Dutt Sharma	2015-2016	01.04.2015
8	Babu Lal Suman	2015-2016	01.04.2015
9	Ramavtar Sharma	2015-2016	01.04.2015
10	Smt. Neeru Gehlawat	2015-2016	01.04.2015
11	Pawan Kumar Chouhan (SC)	2015-2016	01.04.2015
12	Chhotu Lal (ST)	2015-2016	01.04.2015
13	Narendra Singh	2015-2016	01.04.2015
14	Anil Kumar Meena (PH/HH) (ST)	2015-2016	01.04.2015
15	Ramroop Meena (ST)	2015-2016	01.04.2015

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(Mahendra Singh)
Addl. Commissioner,
GST & CE, Jaipur
Chairman

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(Alok Sharma)
Joint Commissioner
(Cadre Control)
O/o the Chief Commissioner
GST & CE(JZ), Jaipur
Member

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(B.K.Meena)
Joint Commissioner
Customs, Jaipur
Member

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(Mahesh Kumar Verma)
Asstt. Commissioner
Income Tax, Jaipur
Member

**OFFICE OF THE CHIEF COMMISSIONER,
CENTRAL EXCISE (JZ) JAIPUR
(CADRE CONTROL UNIT)**

SELF CONTAINED NOTE FOR THE REVIEW DPC HELD ON 23.12.2020 IN TERMS OF CBEC'S LETTER A.32011/03/2015-Ad.IIIA DATED 13.11.2020 r/w PARA 3.1.3 OF DOPT'S GUIDELINES DATED 31.12.2010 WITH RESPECT OF EARLIER DPCs / REVIEW DPC HELD ON 30.05.2014, 23.09.2016 AND 06.06.2017 FOR PROMOTION TO THE POST OF EXECUTIVE ASSISTANT (ERSTWHILE SENIOR TAX ASSISTANT), GROUP 'B' (NON-GAZETTED) FOR FILLING UP REGULAR VACANCIES AROSE IN THE CADRE OF STA(EA) DURING THE PERIOD FROM 18.12.2013 TO 27.09.2015 CORRESPONDING PERIOD OF THE PANEL/VACANCY YEAR 2013-14, 2014-2015 & 2015-16 IN THE PAY BAND -2/ PAY SCALE OF RS. 9300-34800 GRADE PAY RS. 4200 FROM AMONGST TAX ASSISTANTS, GROUP 'C' (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1).

In terms of CBEC's letter F.No. A.32011/03/2015-Ad.IIIA dated 13.11.2020 readwith Para 3.1.3 of DOPT's guidelines dated 31.12.2010, a review DPC is to be convened for promotion to the post of Executive Assistant (Erstwhile STA) Group 'B' (Non-Gazetted) by using terminology of Para 3.1.3 of DOPT's guidelines dated 31.12.2010 for filling up regular vacancies arose in the grade of STA (EA) during the period from 18.12.2013 to 27.09.2015 corresponding period of the panel / vacancy year 2013-14, 2014-15 & 2015-16. Accordingly, the promotions are to be given to the post of EA for these vacancies from amongst feeder cadre i.e. Tax Assistant Group 'C' on the basis of qualifying service prescribed in the RRs of STA, 2003 i.e. 3 years regular service as Tax Assistant with passing the departmental examination for promotion to the post of STA as on the crucial date(s) of the respective panel/ vacancy year as mentioned above. P-58
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2 (i) There were 57 sanctioned posts in the cadre of Senior Tax Assistant (STA) in the G.P. Rs. 4200 in PB-2 prior to cadre restructuring dated 18.12.2013 in the Customs and Central Excise, Jaipur Zone.

(ii) As per the Notified Recruitment Rules (RRs) of Senior Tax Assistant forwarded by the Ministry under letter F.No.A-12018/17/2002-Ad.IIIB dated 27.01.2003, Tax Assistants with three years of regular service in the grade and have passed the departmental examination as specified by the competent authority from time to time, in Computer application and relevant procedures, were eligible for consideration for promotion to the grade of Senior Tax Assistant. The post of Senior Tax Assistant was Non-Selection post. P-53

(iii) As per note below the column no. 12 of Schedule of Recruitment Rules of STA, if a junior person is considered for promotion on the basis of his completing the prescribed qualifying period of service in that grade, all persons senior to him in the grade shall also be considered for promotion, notwithstanding that they may not have rendered the prescribed qualifying period of service in that grade but have completed successfully the prescribed period of probation. The prescribed period of probation in the grade of Tax Assistant is 2 years.

As per the Notified RRs of STA, 2003, the following DPCs/review DPC have been held on respective date(s). The said DPCs/ review DPCs had examined the facts, relevant Recruitment Rules, Ministry/DOPT's instructions and ACRs/APARs for relevant vacancy year), etc. as discussed / mentioned in the Self Contained Notes and Minutes of the respective DPCs / review DPC for regular promotion of Tax Assistant to the grade of Senior Tax Assistant in accordance with the Recruitment Rules of Senior Tax Assistant, 2003. The details of these DPCs/ review DPC is as under :- P-51
P-54
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25	Narendra Singh	02.04.2012	2015-16	01.04.2015	01.04.2015/ 23.09.2016
26	Anil Kumar Meena (PH/HH) (ST)	29.11.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016
27	Ramroop Meena (ST)	28.11.2011	2015-16	01.04.2015	01.04.2015/ 23.09.2016

5. The CBEC vide said letter F.No. A.32011/03/2015-Ad.IIIA dated 13.11.2020 has imparted clarification for promotion to EA cadre during 18.12.2013 to 28.09.2015. The same is as under :-

- (a) The posts of STA/DOS were in existence prior to 18.12.2013, i.e. upto 17.12.2013. Any pre-cadre vacancy i.e. vacancies arising out of the grade of STA and DOS upto 17.12.2013 were to be filled by the RRs in force on the date on which vacancy arose, i.e. RR of 2003 for STA and RRs of 2009 for DOS.
- (b) Post Cadre restructuring i.e. from 18/12/2013 and upto the date of notification of RR of EA i.e. 28.09.2015 (intervening period between date of issue of cadre restructuring order and date of notification of RRs of EA, 2015), the cadre restructuring order provides that DoPT's guidelines on RRs dated 31.12.2010 be used for filling up re-designated posts. Thus, DoPT guidelines on RRs are to be operated for convening DPC/Review DPC for all vacancies arising between 18.12.2013 to 27.09.2015. Attention is drawn specifically to Para 3.1.3 of DoPT guidelines on 'protection clause' in this regard. The provision in cadre restructuring order mentioned above read together with para 3.1.3 of DoPT guidelines implies that those in feeder cadre on 18.12.2013 can be promoted as EA as per qualifying service of old RRs.
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It is thus clear that irrespective of date of holding DPC, all vacancies in EA cadre that arose prior to notification of RRs of EA 2015 (i.e. upto 27.09.2015) can be filled up as per qualifying service of RRs of STA 2003/DOS 2009. Any promotion in vacancies on or after the date of cadre restructuring (18.12.2013) but upto 27.09.2015 should be to the post of 'EA' only and should refer to DoPT guidelines of 2010 (and not old RRs). CCAs who did not follow this procedure may convene review DPCs to use correct terminology as indicated above. CCAs who have not carried out any promotions for vacancies during 18.12.2013 to 27.09.2015 may convene fresh DPCs to consider eligible persons in feeder cadre for promotion to EA quoting DoPT guidelines of 2010, especially para 3.1.3 thereof.

It has further been directed vide said letter dated 13.11.2020 that all CCAs are requested to take appropriate follow up action as per the elaborations indicated in para 2 & 3 above and submit an action taken report to the Board in compliance of the above directions.

6. The Para No. 3.1.3 of DoPT's guidelines dated 31.12.2010 states as under :-

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3.1.3 Where the eligibility service for promotion prescribed in the existing rules is being enhanced (to be in conformity with the guidelines issued by this department) and the change is likely to affect adversely some persons holding the feeder grade posts on regular basis, a note to the effect that the eligibility service shall continue to be the same for persons holding the feeder posts on regular basis on the date of notification of the revised rules, could be included in the revised rules.

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7. As discussed in preceding para 3, the DPCs/Review DPC for promotion of eligible Tax Assistants to the grade of STA against the vacancies arisen in the grade of STA during the period from 18.12.2013 to 27.09.2015 were held. Now, in terms of Ministry's said letter dated 13.11.2020 readwith DOPT's guidelines dated 31.12.2010 and facts as disussed above, the Administration has decided for holding review DPC for promotion of the eligible Tax Assistants to the post of Executive Assistant (Erstwhile STA) Group 'B' (Non-Gazetted) by using correct terminology as per Board's directions dated 13.11.2020 referring the para 3.1.3 of DOPT's guidelines dated 31.12.2010 instead of old RRs of STA, 2003 for filling up regular vacancies which were arose in the grade of STA (EA) during the period from 18.12.2013 to 27.09.2015 corresponding period of the panel / vacancy year 2013-14, 2014-15 & 2015-16.

8. As per the Post Based Roster, the vacancy position for the posts of EA (erstwhile STA) for the year 2013-14, 2014-2015 and 2015-2016, which are to be taken into consideration for this review DPC for preparation of different select panel in respect of earlier DPCs/ review DPCs (30.05.2014, 23.09.2016 & 06.06.2017 as mentioned above) are as under :-

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9. In terms of the DOPT's O.M. No.22011/3/98-Estt.(D) dated 17.09.1998 forwarded by the Ministry of Finance, Department of Revenue, New-Delhi vide letter F.No.12/131/98-Coord. dated 14.10.1998, the crucial date for determining the eligibility for consideration for promotion was 01.01.2013 and 01.01.2014 for the panel / vacancy year 2013-14 & 2014-2015 respectively. Further, in terms of the DOPT's O.M. No.22011/6/2013-Estt(D) dated 28.05.2014, the crucial date for determining the eligibility for the vacancy/panel year 2015-2016 is 01.04.2015.

10. According to the directions given in CBEC's said letter dated 13.11.2020, "any promotion in vacancies on or after the date of cadre restructuring (18.12.2013) but upto 27.09.2015 should be to the post of 'EA' only and should refer to DoPT

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P-10

guidelines of 2010 (and not old RRs). CCAs who did not follow this procedure, are to convene review DPCs to use correct terminology as indicated above. Review DPCs/ review DPCs dated 30.05.2014, 23.09.2016 & 06.06.2017 were held for promotion to the grade of STA on the basis of RRs of STA, 2003 for the years 2014-14, 2014-15 & 2015-16. But in view of directional clarifications issued by the Board, this review DPC is to be convened only for using the terminology as per DOPT's directions dated 13.11.2020 referring the para 3.1.3 of Board's guidelines dated 31.12.2010 instead of old RRs of STA, 2003 for promotion to the post of STA for the vacancies which were arose during the intervening period of 2013-14, 2014-15 & 27.09.2015. Accordingly, the promotions are to be given to the persons who were intervening vacancies from amongst feeder cadre i.e. Tax Assistant (Group 'B') on the basis of qualifying service prescribed in the RRs of STA, 2003 i.e. 3 years regular service as Tax Assistant with passing the departmental examination for promotion to the post of STA as on the crucial date(s) of the respective panel vacancies year 2013-14, 2014-15 & 2015-16.

11. As per vacancy charts mentioned in para 8 above, five separate ~~consideration~~ lists of eligible Tax Assistants for the panel/vacancy year 2013-14, 2014-2015 and 2015-16, have been prepared for notional promotion to the grade of Executive Assistant (erstwhile Sr. Tax Assistant), Group 'B' (Non-Gazetted), in terms of Ministry's letter dated 13.11.2020 readwith DOPT's guidelines dated 31.12.2010.

12. As per para 18.1 of the DPC guidelines, the proceedings of any DPC may be reviewed where eligible persons were omitted to be considered for promotion to the higher cadres. The other facts related Rules and Regulations in the matter are mentioned / placed in the main folders of the earlier DPCs / review DPCs held previously on 30.05.2014, 23.09.2016 and 06.06.2017.

13. As per para 18.2 of the DPC guidelines, a Review DPC should consider only those persons who were eligible as on the date of meeting of Original DPC. That is, persons who became eligible on a subsequent date should not be considered. Such cases will, of course, come up for consideration by a subsequent regular DPC. Further, the review DPC should restrict its scrutiny to the CRs for the period relevant to the first DPC. The CRs written for subsequent periods should not be considered.

14. In terms of para 18.3 of the DPC guidelines, a Review DPC is required to consider the case again only with reference to the technical or factual mistakes that took place earlier and it should neither change the grading of an officer without any valid reason (which should be recorded) nor change the zone of consideration nor take into account any increase in the number of vacancies which might have occurred subsequently. In present matter the requisite eligibility of Tax Assistants who were earlier considered for promotion to the grade of STA by said three DPC/review DPC and requisite eligibility of Tax Assistants who are now required to be considered for promotion to the post of EA by the review DPC is same i.e. 3 years regular service as Tax Assistant and passed the departmental examination of STA as on crucial date(s) for respective vacancy year, therefore, the review DPC is only to be convened in respect of earlier DPCs/ / review DPC dated 30.05.2014, 23.09.2016 and 06.06.2017 for using correct terminology in terms of Board's letter dated 13.11.2020 referring the para 3.1.3 of DOPT's guidelines dated 31.12.2010 instead of old RRs of STA, 2003.

And
with

राजेश किनरा
अधीक्षक (सी.सी.यू.)

कार्यालय मुख्य आयुक्त

सी.जी.एस.टी. एवं कें.उ.शु. जयपुर

15. As per para 7 of the DPC guidelines, where the promotions are to be made on 'Non-Selection' basis, the DPC need not make a comparative assessment of the records of officers, and it should categories the officers as 'fit' or 'not yet fit' for promotion on the basis of the assessment of their record of service. The officers categorized as 'fit' should be placed in the panel in the order of their seniority in the grade from which promotions are to be made.

16. As per the DOPT's O.M. No.22011/9/98/Estt.(D) dated 16.06.2000 and DOPT's O.M. No.22011/7/98-Estt.(D) dated 06.10.2000, 5 ACRs upto the year 2011-12 for the vacancy year 2013-14, 5 ACRs upto the year 2012-2013 for the vacancy year 2014-2015 and 5 ACRs upto the year 2013-2014 for the vacancy year 2015-16.

2016, are required to be assessed for the suitability of the employees for promotion to the higher grade irrespective of the qualifying service prescribed in the Service / Recruitment Rules. However, since, the DPCs/ review DPCs dated 30.05.2014, 23.09.2016 & 06.06.2017 have already assessed/considered the ACRs (APARs) for the relevant years for preparing of the year wise select panels for regular promotion to the grade of Senior Tax Assistant and the said 27 Tax Assistants were graded 'Fit' for regular promotion to the grade of Senior Tax Assistant, therefore, as per para 18.3 of the DPC guidelines, there is no need to re-assess the ACRs (APARs) in respect of the said 27 Tax Assistants for granting notional promotion w.e.f. their date of eligibility for the relevant vacancy years.

17. Since Recruitment Rules, of the Executive Assistant, Group 'B' (Non - Gazetted) have been published on 28.09.2015 whereas this review DPC is being convened for prior period (18.12.2013 to 27.09.2015), as such the composition of the DPC will remain same according to original earlier DPCs/ Review DPC dated 30.05.2014, 23.09.2016 & 06.06.2017. Accordingly, the Composition of the DPC for promotion to the grade of EA, Group 'B' (Non-Gazetted) is as under: p-52

1.	The Senior most Additional Commissioner from each of the Commissionerates (the senior most officer among them would be Chairman)	Chairman
2.	The Addl. Commissioner Hqrs. of the cadre controlling Commissionerate.	Member
3.	The Deputy / Assistant Commissioner, Income Tax, Jaipur	Member

Where none of the members at Sl. No.1 to 3 above belong to the SC or the ST categories, a Group 'A' officer from outside the Department belonging to the SC or the ST categories shall also associate as a member of DPC.

Alok
22/11/2016
(ALOK SHARMA)
JOINT COMMISSIONER (CCU)
O/O THE CHIEF COMMISSIONER
GST & CENTRAL EXCISE (JZ), JAIPUR

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ank
राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिक्षेत्र

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OFFICE OF THE CHIEF COMMISSIONER

CGST AND CENTRAL EXCISE (JZ), JAIPUR

FOLDER OF DPC FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL - 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANT, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 52 EXISTING VACANCIES (40 UR + 8 SC + 4 ST) FOR THE PANEL YEAR 2022 (01.01.2022 TO 31.12.2022).

DPC HELD ON : 29.12.2021

CHAIRMAN'S FOLDER

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AKH

राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

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OFFICE OF THE CHIEF COMMISSIONER,
CGST & CENTRAL EXCISE (JZ): JAIPUR
(CADRE CONTROL UNIT)

MINUTES OF THE OF DPC HELD ON 29.12.2021 FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL - 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 52 EXISTING VACANCIES (40 UR + 8 SC + 4 ST) FOR THE PANEL YEAR 2022 (01.01.2022 TO 31.12.2022).

Present:

(S/SHRI/MS)

1. MAHENDRA PAL, ----- CHAIRMAN
COMMISSIONER,
CGST & C. EX. COMMISSIONERATE,
JAIPUR
2. SHASHI PANWAR ----- MEMBER
JOINT COMMISSIONER (P&V)
O/o THE CHIEF COMMISSIONER
CGST & CE(JZ) JAIPUR
3. PARUL SINGHAL, ----- MEMBER
DEPUTY COMMISSIONER,
CUSTOMS COMMISSIONERATE,
JAIPUR

This DPC has been informed vide self contained note that an advance select panel is to be prepared for regular promotion to the grade of Executive Assistant, Group 'B' Non-Gazetted for the panel/vacancy year 2022 (01.01.2022 to 31.12.2022) for filling up 52 existing vacancies (40 UR + 8 SC + 4 ST) from amongst Tax Assistants, Group 'C'.

2. As per Post Based Roster, the category-wise position in the grade of Executive Assistant, Group 'B' Non Gazetted for the panel/vacancy year 2022 is as under :-

Category	Posts Earmarked	Working	(-) Shortfall / (+) Excess
Unreserved	45	5	(-) 40
SC	8	0	(-) 8
ST	4	0	(-) 4
Total	57	5	(-) 52

In view of the above, out of 52 vacancies in the grade of Executive Assistant, Group 'B' (Non-Gazetted), 40 vacancies are unreserved, 8 are reserved for the SC category and 4 are reserved for the ST category.

29/12/2021

29/12/2021

29/12/2021

राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिसर

3.1 As per Recruitment Rules forwarded by the Ministry under letter F.No. A.12018/01/2012.AD.III.B dated 15.10.2015, the post of Executive Assistant, Group 'B' (Non -Gazetted) is to be filled up by selection method and Tax Assistants with 10 years regular service and have passed the departmental examination as specified by the competent authority from time to time as on 01.01.2022 are eligible for consideration of promotion to the grade of Executive Assistant (Group 'B' Non Gazetted).

4.1 In terms of para 5(ii) of DOPT's said O.M. No. 22011/4/2013-Estt. (D) dated 08.05.2017, the crucial date of eligibility is 1st January, 2022 for the Vacancy year 2022.

4.2 It has been informed that Shri Ved Prakash, Tax Assistant had joined in the grade of Tax Assistant on 02.01.2012 (Monday) and is completing 10 years of regular service in the grade of Tax Assistant on 01.01.2022. As he is completing 10 years of regular service as on 01.01.2022 and passed the Departmental Examination for promotion to the grade of Executive Assistant, therefore, he is eligible for consideration for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022. Further, the Ministry of Finance, Department of Expenditure, Implementation Cell, vide Office Memorandum F.No. 1/1/2008-ID dated 13.03.2009 had clarified that in the normal course, if a Government servant was to join post in a grade pay on appointment/promotion on 1st of January of a year, but he could not join the post only because 1st of January of the year happened to be a Sunday or gazetted holiday, the Government servants who join posts on 1st working day of the year will be treated to have completed 6 months of service on 1st of July of that year for the purpose of granting them annual increment on that day. Being gazetted holiday (Sunday) on 01.01.2012, Shri Ved Prakash, Tax Assistant had joined as on 02.01.2012 (Monday), therefore, keeping in mind the same analogy as clarified vide said O.M. dated 13.03.2019 for grant of Increment, he has been taken into consideration for promotion to the grade of Executive Assistant.

5.1. In terms of para 7 (g) of DOPT's OM No. 22011/4/2007-Estt (D) dated 28.04.2014 readwith para 13 of the DPC guidelines, in accessing the suitability of the officer on whom a penalty has been imposed, the DPC will take into account the circumstances leading to the imposition of the penalty and decided whether in the light of general service record of the officer and fact of imposition of penalty, the officer should be considered for promotion. The DPC, after due consideration, has authority to assess the officer as 'unfit' for promotion. However, where the DPC considers that despite the penalty the officer is suitable for promotion, the officer will be actually promoted only after the currency of penalty is over.

5.2 The Principal Commissioner, CGST Jaipur vide order dated 09.10.2019 had imposed upon a penalty to Shri Vikas Chandra Ray, Inspector reducing his post to Tax Assistant, until he is found fit for promotion, after a period of three years. In view of above, he is under penalty period till 08.10.2022. However, counting his past service of Tax Assistant before his promotion to the grade of Inspector, he has completed requisite 10 years regular service as Tax Assistant and has passed the departmental examination as on 01.01.2022. Since, his penalty period is to be expired on 08.10.2022, therefore, he has been taken into consideration for promotion to the grade of Executive Assistant for the Panel Vacancy year 2022.

6. As per the instructions contained in the DOPT's O.M. No.22011/2/2002-Estt(D) dated 06.01.2006 regarding size of zone of consideration for promotion by 'Selection' method, the normal zone of consideration for filling up 52 regular vacancies is 81. However, only 2 eligible Tax Assistant who are completing 10 years of regular service in the grade of Tax Assistant and have passed the departmental examination as on 01.01.2022 are available in the normal zone as

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कार्यालय मु.प.न.स.प. जयपुर
सी.डी.ओ. एवं के.उ.सु. जयपुर

29/12/2021

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well as extended zone of consideration. Hence, a consideration list of 2 Tax Assistants has been prepared.

7 As per DoPT's said O.M. dated 08.05.2017, the APARs for five years i.e. 2019-2020, 2018-19, 2017-2018, 2016-2017 and 2015-2016, are to be considered for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022.

8. The DoP&T, New Delhi vide its OM No. 22011/5/86-Estt.(D) dated 20.06.1989 and corrigendum dated 13.07.1989 has issued guidelines for DPCs.

- In term of para 6.2.1 (a) of the DPC guidelines, the DPC should consider CRs for equal number of years in respect of all officers consideration for promotion subject to (c) below.

- In term of para 6.2.1 (b) of the DPC guidelines, the DPC should assess the suitability of the employees for promotion on the basis of their service record and when particular reference to the CRs for the five preceding years irrespective of the qualifying service prescribed in the service/Recruitment Rules.

- In term of para 6.2.1 (c) of the DPC guidelines, where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the CRs of the years preceding the period in question.

- In term of para 6.2.1 (e) of the DPC guidelines, the DPC should not be guided merely by the overall grading, if any, that may be recorded in the CRs but should make its own assessment on the basis of the entries in the CRs, because it has been noticed that sometimes the overall grading in CR may be inconsistent with the grading under various parameters or attributes.

9. In terms of para 3.4 of DOPT's O.M. No.35034/7/97-Estt.(D) dated 08.02.2002, the bench mark for promotion in selection posts below the pre-revised pay scale of Rs. 12000-16500 (Revised as Rs. 15600-39100 + Grade Pay of Rs. 7600 and further revised as Level-12 in Pay Matrix Rs. 78800-209200), is 'Good' and the DPC shall grade the officer as 'Fit' or 'Unfit' only w.r.t. the bench mark of 'Good' only. Those who are graded as 'Fit' shall be included in the select panel prepared by the DPC in order of their inter-se-seniority in the feeder grade. Accordingly, the criterion adopted by the DPC for making selection, the candidates whose grading in all 5 ACRs are at least 'Good' without any adverse remarks, are to be graded as 'Fit'. The candidates whose grading are less than 'Good' in these 5 ACRs or with any adverse remarks in any ACR(s), are to be graded as 'Unfit' for regular promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted). Further, the candidate who is undergoing the penalty period has been graded as 'Unfit' after taken into account the circumstances leading to the imposition of the penalty and general service record of the officer.

10. The recommendations of the DPC for regular promotion to the grade of Executive Assistant. Group 'B' Non Gazetted for filling up 52 regular vacancies (40 Unreserved + 8 SC + 4 ST) for the vacancy year 2022, are as under:

S. No.	Name of Tax Assistants S/Shri	Category	Date of Birth	Recommendations of the DPC
1.	Vikas Chand Ray	OBC	16.09.1973	UNFIT (due to under penalty period)
2.	Ved Prakash	OBC	15.07.1984	FIT

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राजेश किशोर
अधीक्षक (सी.डी.ओ.)
कार्यालय मुख्य आयुक्त
सी.डी.ओ. एवं क.उ.सु.
जयपुर

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On the basis of the above recommendations, the following select panel is drawn for promotion to the grade of Executive Assistant. Group 'B' Non Gazetted for filling up 1 unreserved vacancy against the 52 regular vacancies (40 Unreserved + 8 SC + 4 ST) for the vacancy year 2022, is as under:

S. No	Name of Tax Assistant	Category	Date of Birth
1.	Shri Ved Prakash	OBC	15.07.1984

Mahendra Pal
29/12/2021

(MAHENDRA PAL)
COMMISSIONER
CGST & CE COMMISSIONERATE,
JAIPUR
CHAIRMAN

Shashi Panwar
29/12/2021

(SHASHI PANWAR)
JOINT COMMISSIONER (P&V)
O/o THE CHIEF COMMISSIONER
CGST & CE(JZ) JAIPUR,
MEMBER

Parul Singhal
29/12/2021

(PARUL SINGHAL)
DEPUTY COMMISSIONER
CUSTOMS COMMISSIONERATE
JAIPUR
MEMBER

Ashwini
29/12/2021
राजेश किल्ला
अधीक्षक (सी.सी.ओ.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिक्षेत्र

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**OFFICE OF THE CHIEF COMMISSIONER,
GST & CENTRAL EXCISE (JZ): JAIPUR
(CADRE CONTROL UNIT)**

SELF CONTAINED NOTE FOR DEPARTMENTAL PROMOTION COMMITTEE FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL - 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 52 EXISTING VACANCIES (40 UR + 8 SC + 4 ST) FOR THE PANEL YEAR 2022 (01.01.2022 TO 31.12.2022).

✓ P-23
It is to inform that in terms of the DOPT's O.M No. 22011/4/2013-Estt. (D) dated 08.05.2017, a DPC meeting is to be convened for preparation of an advance select panel for regular promotion to the grade of Executive Assistant, Group 'B' Non-Gazetted for the panel/vacancy year 2022 (01.01.2022 to 31.12.2022) for filling up 52 existing vacancies (40 UR + 8 SC + 4 ST) from amongst Tax Assistants, Group 'C'.

2. As per Post Based Roster, ✓ P-14 the category-wise position in the grade of Executive Assistant, Group 'B' Non Gazetted for the panel/vacancy year 2022 is as under -

Category	Posts Earmarked	Working	(-) Shortfall / (+) Excess
Unreserved	45	5	(-) 40
SC	8	0	(-) 8
ST	4	0	(-) 4
Total	57	5	(-) 52

In view of the above, out of 52 vacancies in the grade of Executive Assistant, Group 'B' (Non-Gazetted), 40 vacancies are unreserved, 8 are reserved for the SC category and 4 are reserved for the ST category.

3.1 As per Recruitment Rules forwarded by the Ministry under letter F.No. A.12018/01/2012.AD.III.B dated 15.10.2015, the post of Executive Assistant, Group 'B' (Non-Gazetted) is to be filled up by **selection method** and Tax Assistants with 10 years regular service and have passed the departmental examination as specified by the competent authority from time to time as on 01.01.2022 are eligible for consideration of promotion to the grade of Executive Assistant (Group 'B' Non Gazetted). ✓ P-27

4.1 In terms of para 5(ii) of ✓ P-24 DOPT's said O.M. No. 22011/4/2013-Estt. (D) dated 08.05.2017, the crucial date of eligibility is 1st January, 2022 for the Vacancy year 2022.

4.2 It is submitted that Shri Ved Prakash, Tax Assistant had joined in the grade of Tax Assistant on 02.01.2012 (Monday) and is completing 10 years of regular service in the grade of Tax Assistant on 01.01.2022. As he is completing 10 years of regular service as on 01.01.2022 and passed the Departmental Examination for promotion to the grade of Executive Assistant, therefore, he is eligible for consideration for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022. Further, the Ministry of Finance, Department of Expenditure, Implementation Cell, vide Office Memorandum F.No. 1/1/2008-ID dated 13.03.2009 had clarified that in the normal ✓ P-36 course, if a Government servant was to join post in a grade pay on

राजेश कुमार
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.यु. जयपुर



appointment/promotion on 1st of January of a year, but he could not join the post only because 1st of January of the year happened to be a Sunday or gazetted holiday, the Government servants who join posts on 1st working day of the year will be treated to have completed 6 months of service on 1st of July of that year for the purpose of granting them annual increment on that day. Being gazetted holiday (Sunday) on 01.01.2012, Shri Ved Prakash, Tax Assistant had joined as on 02.01.2012 (Monday), therefore, keeping in mind the same analogy as clarified vide said O.M. dated 13.03.2009 for grant of Increment, he is also eligible for consideration for promotion to the grade of Executive Assistant.

5.1. In terms of para 7 (g) of DOPT's OM No. 22011/4/2007-Estt (D) dated 28.04.2014 readwith para 13 of the DPC guidelines, in accessing the suitability of the officer on whom a penalty has been imposed, the DPC will take into account the circumstances leading to the imposition of the penalty and decided whether in the light of general service record of the officer and fact of imposition of penalty, the officer should be considered for promotion. The DPC, after due consideration, has authority to assess the officer as 'unfit' for promotion. However, where the DPC considers that despite the penalty the officer is suitable for promotion, the officer will be actually promoted only after the currency of penalty is over.

5.2 The Principal Commissioner, CGST Jaipur vide order dated 09.10.2019 had imposed upon a penalty to Shri Vikas Chandra Ray, Inspector reducing his post to Tax Assistant, until he is found fit for promotion, after a period of three years. In view of above, he is under penalty period till 08.10.2022. However, counting his past service of Tax Assistant before his promotion to the grade of Inspector, he has completed requisite 10 years regular service as Tax Assistant and has passed the departmental examination as on 01.01.2022. Since, his penalty period is to be expired on 08.10.2022, therefore, he is eligible for consideration for promotion to the grade of Executive Assistant for the panel/vacancy year 2022.

6. As per the instructions contained in the DOPT's O.M. No.22011/2/2002-Estt(D) dated 06.01.2006 regarding size of zone of consideration for promotion by 'Selection' method, the normal zone of consideration for filling up 52 regular vacancies is 81. However, only 2 eligible Tax Assistant who are completing 10 years of regular service in the grade of Tax Assistant and have passed the departmental examination as on 01.01.2022 are available in the normal zone as well as extended zone of consideration. Hence, a consideration list of 2 Tax Assistants has been prepared.

As per O.M. DoPT's said O.M. dated 08.05.2017, the APARs for five years i.e. 2019-2020, 2018-19, 2017-2018, 2016-2017 and 2015-2016, are to be considered for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022.

8. In terms of para 3.4 of DOPT's O.M. No.35034/7/97-Estt.(D) dated 08.02.2002, the bench mark for promotion in **selection posts** below the pre-revised pay scale of Rs. 12000-16500 (Revised as Rs. 15600-39100 + Grade Pay of Rs. 7600 and further revised as Level-12 in Pay Matrix Rs. 78800-209200), is '**Good**' and the DPC shall grade the officer as 'Fit' or 'Unfit' only w.r.t. the bench mark of 'Good' only. Those who are graded as 'Fit' shall be included in the select panel prepared by the DPC in order of their inter-se-seniority in the feeder grade.

9. The DoP&T, New Delhi vide its OM No. 22011/5/86-Estt.(D) dated 20.06.1989 and corrigendum dated 13.07.1989 has issued guidelines for DPCs.

- In term of para 6.2.1 (a) of the DPC guidelines, the DPC should consider CRs for equal number of years in respect of all officers consideration for promotion subject to (c) below.

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✓ p-76

- In term of para 6.2.1 (b) of the DPC guidelines, the DPC should assess the suitability of the employees for promotion on the basis of their service record and when particular reference to the CRs for the five preceding years irrespective of the qualifying service prescribed in the service/Recruitment Rules.

✓ p-76

- In term of para 6.2.1 (c) of the DPC guidelines, where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the CRs of the years preceding the period in question.

✓ p-76

- In term of para 6.2.1 (e) of the DPC guidelines, the DPC should not be guided merely by the overall grading, if any, that may be recorded in the CRs but should make its own assessment on the basis of the entries in the CRs, because it has been noticed that sometimes the overall grading in CR may be inconsistent with the grading under various parameters or attributes.

✓ p-87

10. The Superintendent (Vig.) CCO, Jaipur vide letter dated 27.12.2021 has submitted vigilance clearance certificate in respect of Tax Assistants who are being considered by this DPC for promotion to the grade of Executive Assistant, Group 'B' Non Gazetted. In terms of DOPT's O.M. No. 22011/4/2013-Estt. (D) dated 28.01.2015, penalty statement for last ten years in respect of the candidates, has also been prepared by the Superintendent (Vig.), CCO, Jaipur.

✓ p-34

11. As per column 12 Schedule to the Executive Assistant "Group B" (Non-Gazetted) Recruitment Rules, 2015, the composition for the DPC is as under: -

1	An officer to the rank of Commissioner under the Principal Commissionerate of the zone or region.	Chairman
2	Additional Commissioner (P&V)	Member
3	Deputy Commissioner (looking after the administration)	Member

✓ p-86

12. As per Para 2.7 of the DPC guidelines, where none of the member at S.No.1 to 3 above belongs to the SC or the ST categories, a Group 'A' officer from outside the Department belonging to the SC or the ST categories shall also associate as a member of DPC.

29/12/21

(Shashi Panwar)

Joint Commissioner (CCU),
O/o the Chief Commissioner
GST & Central Excise Jaipur (JZ)

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OFFICE OF THE PRINCIPAL COMMISSIONER

CGST AND CENTRAL EXCISE, JAIPUR
(CADRE CONTROL UNIT)

FOLDER OF DPC FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL – 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL–4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 83 EXISTING VACANCIES (65 UR + 12 SC + 6 ST) FOR THE PANEL/VACANCY YEAR 2022 (01.01.2022 TO 31.12.2022).

DPC HELD ON : 30.12.2022

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OFFICE OF THE PRINCIPAL COMMISSIONER

CGST AND CENTRAL EXCISE, JAIPUR
(CADRE CONTROL UNIT)

MINUTES OF THE OF DPC HELD ON 30.12.2022 FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL - 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 83 EXISTING VACANCIES (65 UR + 12 SC + 6 ST) FOR THE PANEL/VACANCY YEAR 2022 (01.01.2022 TO 31.12.2022).

Present:

- | | (S/SHRI) | | |
|----|--|-------|----------|
| 1. | CHANDRA PRAKASH GOYAL,
PRINCIPAL COMMISSIONER,
CGST & C. EX. COMMISSIONERATE,
JAIPUR | ----- | CHAIRMAN |
| 2. | MUKESH KATARIA
JOINT COMMISSIONER
CGST & C. EX. COMMISSIONERATE,
JAIPUR | ----- | MEMBER |
| 3. | BHAGWAN SAHAI MEENA,
ASSISTANT COMMISSIONER,
AUDIT COMMISSIONERATE,
JAIPUR | ----- | MEMBER |

This DPC has been informed vide self contained note that in terms of the Government of India, Ministry of Finance, Department of Revenue, Central Board of Indirect Taxes and Customs, New Delhi's letter F.No. A-12018/01/2012.Ad.III.B dated 29.12.2022, a select panel is to be prepared for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) for filling up the vacancies for the vacancy year 2022.

2.1 The Government of India, Ministry of Finance, Department of Revenue, Central Board of Excise and Customs (Now Central Board of Indirect Taxes and Customs), New Delhi vide letter F.No. A-12018/01/2012.Ad.III.A dated 15.10.2015 had forwarded the Recruitment Rules of Executive Assistant, Group 'B' (Non-Gazetted), 2015 notified in the Gazette of India on 28.09.2015 vide GSR 741 (E).

2.2 As per the aforesaid Recruitment Rules of Executive Assistant, Group 'B' (Non-Gazetted), Tax Assistants with 10 years regular service and have passed the

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departmental examination as specified by the competent authority from time to time, are eligible for consideration for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted). Further, as per Note 1 of column (11) of the said Recruitment Rules of Executive Assistant, when juniors who have completed their qualifying service are being considered for promotions then seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.

2. The DGHRD, New Delhi vide email dated 21.07.2022 regarding **One Time Relaxation in Recruitment Rules for the post of Executive Assistant under Central Board of Indirect Taxes and Customs (CBIC) field formations**, had sought a list of only those Tax Assistants who were in service in the Department as Tax Assistant as on 28.09.2015. It was also stated vide aforesaid email dated 21.07.2022 that date of appointment should be initial date of appointment as Tax Assistant, irrespective of Inter Commissionerate Transfer (ICT) and date of initial appointment in Tax Assistant should be indicated by the CCA in which the Tax Assistant under ICT is currently posted. The required information was provided to the DGHRD, New Delhi vide this office letter F.No. II-3(12)CCU/JZ/2022/626 dated 22.07.2022.

3.1 The Government of India, Ministry of Finance, Department of Revenue, Central Board of Indirect Taxes and Customs, New Delhi vide letter F.No. A-12018/01/2012.Ad.III.B dated 29.12.2022 in continuation of its earlier letter dated 23.12.2022, has stated that the approval of Competent Authority has now been accorded to consider those **Tax Assistants who were in position as on the date of notification of Recruitment Rules of Executive Assistant in 2015 i.e. 28.09.2015 and who have completed more than 6 years of regular service as on 01.01.2022**, for filling up vacancies of Executive Assistant during the vacancy year 2022, as approved by DoP&T and UPSC.

The Board vide aforesaid letter dated 29.12.2022 has further stated to implement the **one-time relaxation** in qualifying service for promotion from Tax Assistant to Executive Assistant as per above relaxation in qualifying service in the existing Recruitment Rules of Executive Assistant notified vide G.S.R. 741 (E) dated 28.09.2015 and amended vide G.S.R. 135(E) dated 17.02.2017 and G.S.R. 657 (E) dated 26.08.2022, as applicable.

3.2 As per the specific directions of the Board vide aforesaid letter dated 29.12.2022, only those officers who were working as Tax Assistant as on 28.09.2015 (i.e. date of notification of Recruitment Rules of Executive Assistant, Group 'B', Non - Gazetted, 2015 in the Gazette of India) and have completed more than 6 years of regular service as on 01.01.2022, are eligible for consideration for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) for filling up the vacancies for the vacancy year 2022, as approved by the DoPT and UPSC.

3.3 There are 83 vacancies in the grade of Executive Assistant, Group 'B' (Non-Gazetted) for the vacancy year 2022 in this zone. Presently, 23 such officers who were working as Tax Assistant as on 28.09.2015, completed more than 6 years of regular service as on 01.01.2022 and have passed the departmental examination, are eligible for consideration for promotion to the grade of Executive

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Assistant, Group 'B' (Non-Gazetted) for filling up the vacancies for the vacancy year 2022. Out of the aforesaid 23 Tax Assistants, 7 Tax Assistants had joined in this zone on Inter Commissionerate (ICT) basis from other zones in terms of the Board's instructions contained in letter F.No. A-22015/23/2011-Ad.IV.A dated 27.10.2011. As per Para.2 (ii) of the aforesaid letter dated 27.10.2011, the transferee will be placed below all officers appointed regularly to that post/grade on the date of his/her appointment on transfer basis in terms of Para 3.5 of DoPT's O.M. dated 03.07.1986. In other words, such a transferee will be junior to those regularly appointed officers prior to his/her transfer. However, such transferred officer will retain his/her eligibility of the parent Commissionerate for his/her promotion to the next higher grade etc.

3.4 In terms of the Board's aforesaid letter dated 27.10.2011, the services rendered by the said 7 ICT Tax Assistants in their parent zones, are to be counted for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted). The details of said ICT Tax Assistants, are as under :-

Sl. No	Sl. No. of seniority list of Tax Assistant issued as on 30.06.22	Name of the Tax Assistant S/Shri/Ms.	Category	Date of Birth	Parent Zone	Date of joining as Tax Assistant in parent zone	Date of joining as Tax Assistant in Jaipur Zone on ICT	Date of passing the departmental Examination
1	2	3	4	5	6	7	8	9
1.	49	Neeraj Kumar Agrawal	Gen (PH-OH)	01.07.89	Vishakhapatnam	19.05.14	26.09.16	11.01.16
2.	50	Amit Verma	SC	04.01.90	Vishakhapatnam	19.03.14	03.10.16	11.01.16
3.	51	Subhash Banshiwal	SC	07.08.87	Mumbai	04.02.14	03.10.16	22.04.16
4.	52	Dillip Kumar	SC	16.06.86	Mumbai	19.02.14	03.10.16	19.10.16
5.	53	Mahesh Kumar Choudhary	OBC	25.12.86	Mumbai	09.10.12	13.10.16	06.04.15
6.	54	Ms. Chhoti Bai Meena	ST	02.07.88	Pune	04.03.14	13.10.16	03.10.16
7.	68	Ram Kishan Meena	ST (PH-OH)	02.01.91	Bangalore	27.03.14	22.01.18	27.10.15

4. As per Post Based Roster, the category-wise position in the grade of Executive Assistant, Group 'B' Non Gazetted for filling up 83 vacancies for the year 2022 is as under :-

Category	Posts Earmarked	Working	Vacancies
Unreserved	67	2	65
SC	12	0	12
ST	6	0	6
Total	85	2	83

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In view of the above, out of 83 vacancies in the grade of Executive Assistant, Group 'B' (Non-Gazetted), 65 vacancies are unreserved, 12 are reserved for the SC category and 6 are reserved for the ST category.

5.1 As per DoP&T's O.M. No. 36012/11/2016-Estt. (Res.), dated 30.09.2016, till such time that the SLP(s) are decided by the Hon'ble Supreme Court, while considering promotion, the DOPT O.M. dated 10.08.2010 and Railway Board circular dated 14.09.2010 regarding reservation in promotion - **Treatment of SC/ST candidates promoted on their own merit are not to be relied upon.**

5.2 The then Chief Commissioner, GST & Central Excise, Jaipur Zone, Jaipur has decided on 20.03.2017 on Note Sheet Page No. VIII-IX of F.No. II-3(6) CCU/JZ/2010/Pt., to the effect that the promotions may be effected keeping in view the Board's clarification in terms of DOPT's OM dated 30.09.2016 by not relying on the DoP&T O.M. No. 36012/45/2005-Estt. (Res.) dated 10.08.2010 and reservation in normal course may be provided. In other words, the SC/ST candidates appointed by promotion on their own merit and seniority are to be adjusted against the reserved points of reservation roster. The further promotions will be provided subject to the outcome of the SLP(s) / Contempt Petition and decision taken by the DoP&T in the matter. Accordingly, the CBEC has been informed vide this office letter C.No. II-3(6) CCU/JZ/2010/Pt./5999-6000 dated 29.03.2017.

5.3 The DoPT vide O.M No. 36012/16/2019-Estt. (Res.) dated 12.04.2022 has issued the instructions (regarding Reservation in promotions - procedure to be followed prior to effecting reservation in the matter of promotions by all departments of the Central Government) in pursuance of judgement dated 28.01.2022 of the **Hon'ble Supreme Court** of India in the case of **Jarnail Singh and Ors. V Lachhmi Narain Gupta and Ors.** The para 2 of the said O.M. dated 12.04.2022 is reproduced as under:

"2 In the judgement dated 28.01.2022, the Supreme Court has set out the conditions that are to be satisfied by the Government for the purpose of implementing the policy of reservations in promotions. These conditions are:

- (i) **Collection of quantifiable data regarding inadequacy of representation of Scheduled Castes and Scheduled Tribes;**
- (ii) Application of this data to each cadre separately; and
- (iii) **If a roster exists, the unit for operation of the roster would be the cadre for which the quantifiable data would have to be collected and applied in regard to the filling up of the vacancies in the roster.**

This judgement currently holds the field.

1. All the Ministries/Departments are required to ensure that the above conditions are complied with before implementing the policy of reservation in promotions and carrying out any promotions based thereon.
2. For this purpose, all Ministries/Departments are also required to ensure the following:

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- a. In terms of DoPT OM No. 43011/153/2010-Estt (res.) dated 04.01.2013, the Liaison Officer shall ensure that the reservation rosters are strictly maintained as per the instructions/guidelines, laid down in DoPT OM No. 36012/2/96-Estt (Res.), dated 02.07.1997.
 - b. In order to ensure maintenance of efficiency of administration, the DPC shall carefully assess the suitability of the officers, being considered for promotion.
 - c. The appointing authority shall issue the appointment/promotion orders only after satisfying itself that the conditions mentioned in paragraph 2 and sub para (a) & (b) of this paragraph have been fully complied with.
3. Since the *Jarnail Singh* batch of cases is pending in the Supreme Court of India, any promotion order shall be subject to further orders that may be passed by the Supreme Court in the said batch of cases.
 4. All Ministries/Departments are requested to urgently bring these instructions to the notice of all their attached/ subordinate offices as also the Public Sector Undertakings and Statutory Bodies etc. for adherence and strict compliance."

5.4 It is submitted that the reservation rosters for promotions have been maintained as per the instructions/guidelines, laid down in DoPT OM NO. 36012/2/96-Estt. (Res.), dated 02.07.1997. The C&AG vide Circular No. 9/NGE/98 No. 108/NGE. (App.)3/97, dated 23.01.1998 had issued clarification of doubts in DoPT's O.M. No. 36012/2/96-Estt. (RES.), dated 02.07.1997. As per doubt No. 5 of said circular dated 23.01.1998, "own merit" concept is not applicable in promotions.

In view of the aforesaid instructions, if any reserved category candidate is selected for promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted), he/she will be adjusted against the reservation. In case, there is no reserved vacancy and reserved category candidate is selected on the basis of his/her seniority, he/she will, however, get promotion but will be adjusted in future when relevant reserved category vacancy will arise in the grade of Executive Assistant, Group 'B' (Non Gazetted).

6. As per the Recruitment Rules of Executive Assistants, Group 'B' (Non-Gazetted), the post of Executive Assistant is to be filled up by 'Selection' method. As per the instructions contained in the DOPT's O.M. No.22011/2/2002-Estt(D) dated 06.01.2006 regarding size of zone of consideration for promotion by 'Selection' method, the normal zone of consideration for filling up 83 regular vacancies is 128 but only 23 eligible Tax Assistants are available in the normal zone of consideration for promotion to the grade of Executive Assistant. Therefore, 23 eligible Tax Assistants have been taken into consideration for promotion to the grade of Executive Assistant for filling up the vacancies for the vacancy year 2022.

7. The Ministry vide letter F.No. A-10A60/42/2021-Ad.II.B dated 17.06.2022 has forwarded DoPT's OM dated 17.05.2022 issued under F.No. 36012/1/2020-Estt.(Res.II) regarding reservation in promotion to Persons with Benchmark Disabilities (PwBDs). As per the said OM dated 17.05.2022, four percent of

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vacancies for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) shall be reserved for PwBDs.

(ii) As per para 2.2 of the said OM, against the posts identified for disability, one per cent each shall be reserved for PwBDs under clauses (a), (b) and (c), respectively and one per cent combined, under clauses (d) and (e) below:

- blindness and low vision;
- deaf and hard of hearing;
- locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- autism, intellectual disability, specific learning disability and mental illness;
- multiple disabilities from amongst persons under clause (a) to (d) including deaf blindness.

(iii) As per para 10.3 ibid, points 1, 26, 51 and 76 of the roster shall be earmarked for PwBDs – one point each for category under (a), (b), (c) of Para 2 of said O.M. (as mentioned in para 8 (ii) above), respectively, and one point for category (d) and (e) conjointly. The Head of establishment shall ensure the vacancies identified at Sl. No. 1, 26, 51 and 76 are earmarked for the respective categories of the PwBD. However, the Head of Department shall decide the placement of the selected candidate in the roster/register. In other words, the category to be appointed first will be decided by the Head of Department based on the functional requirement.

(iv) Being Head of Department, the Principal Commissioner, CGST & Central Excise, Jaipur has decided the placement of candidate of PwBD category for promotion of Tax Assistants to the grade of Executive Assistant, Group 'B' (Non-Gazetted) in following order at Note #10 of e-office file II/(3)/APPT/106/2022. ESTT :-

Sl. No.	Block/Roster Point	PwBDs category
1.	1 st Block – Point No. 01	(a) blindness and low vision
2.	2 nd Block – Point No. 26	(b) deaf and hard of hearing;
3.	3 rd Block – Point No. 51	(c) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
4.	4 th Block – Point No. 76	(d) autism, intellectual disability, specific learning disability and mental illness;
5.		(e) multiple disabilities from amongst persons under clause (a) to (d) including deaf blindness.

There are total 83 vacancies in the grade of Executive Assistant for the vacancy year 2022, therefore, as per DoPT's aforesaid OM dated 17.05.2022, 4 vacancies are reserved for the PwBDs for promotion to the grade of Executive Assistant. Since, there are available only 23 eligible Tax Assistants for consideration for promotion to the grade of Executive Assistant for filling up the vacancies for the vacancy year 2022, therefore, out of 83 vacancies, only 23 vacancies of Executive Assistant can be filled up for the vacancy year 2022. As per the Roster prepared for the PwBDs categories, point number 1 to 23 of 1st cycle, are to be utilized for filling up 23 vacancies of Executive Assistant for the

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vacancy year 2022. Out of the aforesaid point number 1 to 23, point number 1 of the said roster, is reserved for the blindness and low vision category (PwBDs). One eligible Tax Assistant belongs to the category of blindness and low vision (PwBDs), is available in the zone of consideration for filling up 1 vacancy reserved for the blindness and low vision category for promotion to the grade of Executive Assistant for the vacancy year 2022.

(vi) As per para 14.1 of DoPT's aforesaid O.M. dated 17.05.2022, persons selected/promoted against the quota of PwBDs have to be placed in the appropriate category viz. SC/ST/OBC/Unreserved, depending upon the category to which they belong in the roster meant for reservation of SCs/STs/OBCs.

9. As per DoPT's O.M. No. 22011/4/2013-Estt. (D) dated 08.05.2017, the APARs for five years i.e. 2019-2020, 2018-19, 2017-2018, 2016-2017 and 2015-2016, have been taken into consideration for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022.

10. The DoP&T, New Delhi vide its O.M. No. 22011/5/86-Estt. (D), dated 10.04.1989 issued following guidelines for DPC :

- In term of para 6.2.1 (a) of the DPC guidelines, the DPC should consider CRs for equal number of years in respect of all officers consideration for promotion subject to (c) below.

- In term of para 6.2.1 (b) of the DPC guidelines, the DPC should assess the suitability of the employees for promotion on the basis of their service record and when particular reference to the CRs for the five preceding years irrespective of the qualifying service prescribed in the service/Recruitment Rules.

- In term of para 6.2.1 (c) of the DPC guidelines, where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the CRs of the years preceding the period in question.

- In term of para 6.2.1 (e) of the DPC guidelines, the DPC should not be guided merely by the overall grading, if any, that may be recorded in the CRs but should make its own assessment on the basis of the entries in the CRs, because it has been noticed that sometimes the overall grading in CR may be inconsistent with the grading under various parameters or attributes.

11. In terms of para 3.4 of DOPT's O.M. No.35034/7/97-Estt.(D) dated 08.02.2002, the bench mark for promotion in **selection posts** below the pre-revised pay scale of Rs. 12000-16500 (Revised as Rs. 15600-39100 + Grade Pay of Rs. 7600 and further revised as Level-12 in Pay Matrix Rs. 78800-209200), is 'Good' and the DPC shall grade the officer as 'Fit' or 'Unfit' only w.r.t. the bench mark of 'Good' only. Those who are graded as 'Fit' shall be included in the select panel prepared by the DPC in order of their inter-se-seniority in the feeder grade. Accordingly, the criterion adopted by the DPC for making selection, **the candidates whose grading in all 5 ACRs are at least 'Good' without any adverse remarks, are to be graded as 'Fit'**. The candidates whose grading are less than 'Good' in these 5 ACRs or with any adverse remarks in any ACR(s), are to be graded as 'Unfit' for regular promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted).

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13. The recommendations of the DPC for regular promotion to the grade of Executive Assistant, Group 'B' Non Gazetted for filling up 23 vacancies including one vacancy reserved for the blindness and low vision category (PwBDs), out of 83 regular vacancies (65 Unreserved + 12 SC + 6 ST) including 4 vacancies reserved for the PwBDs, for the vacancy year 2022, are as under:

S. No	Name of Tax Assistants S/Shri/Ms.	Category	Date of Birth	Recommendations of the DPC
1.	Ms. Sunita Saini	OBC	25.11.1987	Fit
2.	Arvind Sain	OBC	01.11.1981	Fit
3.	Varun Yadav	OBC	24.03.1986	Fit
4.	Rohit Priyadarshi	OBC	15.10.1986	Fit
5.	Anil Birle	OBC	07.11.1982	Fit
6.	Chanchal Sharma	Gen	17.05.1985	Fit
7.	Ms. Bhumika Gautam	Gen	14.06.1992	Fit
8.	Puspendra Singh	OBC	30.06.1990	Fit
9.	Om Prakash Dudi	OBC	04.11.1988	Fit
10.	Koshal Kumar Rohilla	OBC	11.01.1990	Fit
11.	Maneesh Kumar	SC	05.07.1985	Fit
12.	Rishi Raj Pabari	ST	03.06.1985	Fit
13.	Santosh Kumar Meena	ST	01.07.1989	Fit
14.	Smt. Raj Kala	SC	04.05.1981	Fit
15.	Smt. Rajrani Sharma	Gen.	20.01.1980	Fit
16.	Vishwas Morya	SC	09.08.1991	Fit
17.	Neeraj Kumar Agrawal	Gen (PH-VH)	01.07.1989	Fit
18.	Amit Verma	SC	04.01.1990	Fit
19.	Subhash Banshiwal	SC	07.08.1987	Fit
20.	Dilip Kumar	SC	16.06.1986	Fit
21.	Mahesh Kumar Chaudhary	OBC	25.12.1986	Fit
22.	Ms. Chhoti Bai Meena	ST	02.07.1988	Fit
23.	Ram Kishan Meena	ST (PH-OH)	02.01.1991	Fit

On the basis of the above recommendations, the following select panel is drawn for promotion of Tax Assistants to the grade of Executive Assistant, Group 'B' Non Gazetted for filling up 23 vacancies including one vacancy reserved for the blindness and low vision category (PwBDs), out of 83 regular vacancies (65 Unreserved + 12 SC + 6 ST) including 4 vacancies reserved for the PwBDs, for the vacancy year 2022, is as under:

S. No	Name of Tax Assistants S/Shri/Ms.	Category	Date of Birth
1.	Ms. Sunita Saini	OBC	25.11.1987
2.	Arvind Sain	OBC	01.11.1981
3.	Varun Yadav	OBC	24.03.1986
4.	Rohit Priyadarshi	OBC	15.10.1986
5.	Anil Birle	OBC	07.11.1982
6.	Chanchal Sharma	Gen	17.05.1985
7.	Ms. Bhumika Gautam	Gen	14.06.1992
8.	Puspendra Singh	OBC	30.06.1990
9.	Om Prakash Dudi	OBC	04.11.1988
10.	Koshal Kumar Rohilla	OBC	11.01.1990

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S. No	Name of Tax Assistants S/Shri/Ms.	Category	Date of Birth
11.	Maneesh Kumar	SC	05.07.1985
12.	Rishi Raj Pabari	ST	03.06.1985
13.	Santosh Kumar Meena	ST	01.07.1989
14.	Smt. Raj Kala	SC	04.05.1981
15.	Smt. Rajrani Sharma	Gen.	20.01.1980
16.	Vishwas Morya	SC	09.08.1991
17.	Neeraj Kumar Agrawal	Gen (PH-VH)	01.07.1989
18.	Amit Verma	SC	04.01.1990
19.	Subhash Banshiwal	SC	07.08.1987
20.	Dilip Kumar	SC	16.06.1986
21.	Mahesh Kumar Chaudhary	OBC	25.12.1986
22.	Ms. Chhoti Bai Meena	ST	02.07.1988
23.	Ram Kishan Meena	ST (PH-OH)	02.01.1991

done N
30/12/2022

(CHANDRA PRAKASH GOYAL)
PRINCIPAL COMMISSIONER
CGST & CE COMMISSIONERATE, JAIPUR
CHAIRMAN

done
30/12/22

(MUKESH KATARIA)
JOINT COMMISSIONER
CGST & CE COMMISSIONERATE,
JAIPUR
MEMBER

done
30/12.22

(BHAGWAN SAHAI MEENA)
ASSISTANT COMMISSIONER
AUDIT COMMISSIONERATE
JAIPUR
MEMBER

done
राजरा किगरा
अधीशक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

OFFICE OF THE PRINCIPAL COMMISSIONER,
CGST & CENTRAL EXCISE (JZ): JAIPUR
(CADRE CONTROL UNIT)

SELF CONTAINED NOTE FOR DEPARTMENTAL PROMOTION COMMITTEE FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL - 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 83 EXISTING VACANCIES (65 UR + 12 SC + 6 ST) FOR THE PANEL/VACANCY YEAR 2022 (01.01.2022 TO 31.12.2022).

1.1 The Government of India, Ministry of Finance, Department of Revenue, Central Board of Excise and Customs (Now Central Board of Indirect Taxes and Customs), New Delhi vide letter F.No. A-12018/01/2012.Ad.III.A dated 15.10.2015 had forwarded the Recruitment Rules of Executive Assistant, Group 'B' (Non-Gazetted), 2015 notified in the Gazette of India on 28.09.2015 vide GSR 741 (E).

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1.2 As per the aforesaid Recruitment Rules of Executive Assistant, Group 'B' (Non-Gazetted), Tax Assistants with 10 years regular service and have passed the departmental examination as specified by the competent authority from time to time, are eligible for consideration for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted). Further, as per Note 1 of column (11) of the said Recruitment Rules of Executive Assistant, when juniors who have completed their qualifying service are being considered for promotions then seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.

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2. The DGHRD, New Delhi vide email dated 21.07.2022 regarding One Time Relaxation in Recruitment Rules for the post of Executive Assistant under Central Board of Indirect Taxes and Customs (CBIC) field formations, had sought a list of only those Tax Assistants who were in service in the Department as Tax Assistant as on 28.09.2015. It was also stated vide aforesaid email dated 21.07.2022 that date of appointment should be initial date of appointment as Tax Assistant, irrespective of Inter Commissionerate Transfer (ICT) and date of initial appointment in Tax Assistant should be indicated by the CCA in which the Tax Assistant under ICT is currently posted. The required information was provided to the

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DGHRD, New Delhi vide this office letter F.No. II-3(12)CCU/JZ/2022/626 dated 22.07.2022.

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3. The Government of India, Ministry of Finance, Department of Revenue, Central Board of Indirect Taxes and Customs, New Delhi vide letter F.No. A-12018/01/2012.Ad.III.B dated 29.12.2022 in continuation of its earlier letter dated 23.12.2022, has stated that the approval of Competent

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Authority has now been accorded to consider those Tax Assistants who were in position as on the date of notification of Recruitment Rules of Executive Assistant in 2015 i.e. 28.09.2015 and who have completed more than 6 years of regular service as on 01.01.2022, for filling up vacancies of Executive Assistant during the vacancy year 2022, as approved by DoP&T and UPSC.

The Board vide aforesaid letter dated 29.12.2022 has further stated to implement the **one-time relaxation** in qualifying service for promotion from Tax Assistant to Executive Assistant as per above relaxation in qualifying service in the existing Recruitment Rules of Executive Assistant notified vide G.S.R. 741 (E) dated 28.09.2015 and amended vide G.S.R. 135(E) dated 17.02.2017 and G.S.R. 657 (E) dated 26.08.2022, as applicable.

3. ^{P-44} ^{P-46} As per the specific directions of the Board vide aforesaid letter dated 29.12.2022, only those officers who were working as Tax Assistant as on 28.09.2015 (i.e. date of notification of Recruitment Rules of Executive Assistant, Group 'B', Non - Gazetted, 2015 in the Gazette of India) and have completed more than 6 years of regular service as on 01.01.2022, are eligible for consideration for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) for filling up the vacancies for the vacancy year 2022, as approved by the DoPT and UPSC.

4.1 There are 83 vacancies in the grade of Executive Assistant, Group 'B' (Non-Gazetted) for the vacancy year 2022 in this zone. Presently, 23 such officers who were working as Tax Assistant as on 28.09.2015, completed more than 6 years of regular service as on 01.01.2022 and have passed the departmental examination, are eligible for consideration for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) for filling up the vacancies for the vacancy year 2022. Out of the aforesaid 23 Tax Assistants, 7 Tax Assistants had joined in this zone on Inter Commissionerate (ICT) basis from other zones in terms of the Board's instructions contained in letter F.No. A-22015/23/2011-Ad.IV.A dated 27.10.2011. As per Para.2 (ii) of the aforesaid letter dated 27.10.2011, the transferee will be placed below all officers appointed regularly to that post/grade on the date of his/her appointment on transfer basis in terms of Para 3.5 of DoPT's O.M. dated 03.07.1986. In other words, such a transferee will be junior to those regularly appointed officers prior to his/her transfer. However, such transferred officer will retain his/her eligibility of the parent Commissionerate for his/her promotion to the next higher grade etc.

4.2 In terms of the Board's aforesaid letter dated 27.10.2011, the services rendered by the said 7 ICT Tax Assistants in their parent zones, are to be counted for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted). The details of said ICT Tax Assistants, are as under :-

Sl. No.	Name of the Tax Assistant	Categ ory	Date of Birth	Parent Zone	Date of joining as Tax Assistant in parent zone	Date of joining as Tax Assistant in Jaipur Zone on ICT	Date passic the departa ntal Exam tion
1.	Neeraj Kumar	Gen	01.07.89	Vishakhapat	19.05.14	26.09.16	11.01

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	Agrawal	(PH-OH)		nam			
2.	50	Amit Verma	SC	04.01.90	Vishakhapatnam	19.03.14	03.10.16
3.	51	Subhash Banshiwal	SC	07.08.87	Mumbai	04.02.14	03.10.16
4.	52	Dillip Kumar	SC	16.06.86	Mumbai	19.02.14	03.10.16
5.	53	Mahesh Kumar Choudhary	OBC	25.12.86	Mumbai	09.10.12	13.10.16
6.	54	Ms. Chhoti Bai Meena	ST	02.07.88	Pune	04.03.14	13.10.16
7.	68	Ram Kishan Meena	ST (PH-OH)	02.01.91	Bangalore	27.03.14	22.01.18

5. As per Post Based Roster, the category-wise position in the grade of Executive Assistant, Group 'B' Non Gazetted for filling up 83 vacancies for the panel/vacancy year 2022 is as under :-

Category	Posts Earmarked	Working	Vacancies
Unreserved	67	2	65
SC	12	0	12
ST	6	0	6
Total	85	2	83

In view of the above, out of 83 vacancies in the grade of Executive Assistant, Group 'B' (Non-Gazetted), 65 vacancies are unreserved, 12 are reserved for the SC category and 6 are reserved for the ST category.

6.1 As per DoP&T's O.M. No. 36012/11/2016-Estt. (Res.), dated 30.09.2016, till such time that the SLP(s) are decided by the Hon'ble Supreme Court, while considering promotion, the DOPT O.M. dated 10.08.2010 and Railway Board circular dated 14.09.2010 regarding reservation in promotion - **Treatment of SC/ST candidates promoted on their own merit are not to be relied upon.**

6.2 The then Chief Commissioner, GST & Central Excise, Jaipur Zone, Jaipur has decided on 20.03.2017 on Note Sheet Page No. VIII-IX of F.No. II-3(6) CCU/JZ/2010/Pt., to the effect that the promotions may be effected keeping in view the Board's clarification in terms of DOPT's OM dated 30.09.2016 by not relying on the DoP&T O.M. No. 36012/45/2005-Estt. (Res.) dated 10.08.2010 and reservation in normal course may be provided. In other words, the SC/ST candidates appointed by promotion on their own merit and seniority are to be adjusted against the reserved points of reservation roster. The further promotions will be provided subject to the outcome of the SLP(s) / Contempt Petition and decision taken by the DoP&T in the matter. Accordingly, the CBEC has been informed vide this office letter C.No. II-3(6) CCU/JZ/2010/Pt./5999-6000 dated 29.03.2017.

6.3 The DoPT vide O.M No. 36012/16/2019-Estt. (Res.) dated 12.04.2022 has issued the instructions (regarding Reservation in promotions - procedure to be followed prior to effecting reservation in the matter of promotions by all departments of the Central Government) in pursuance of judgement dated 28.01.2022 of the Hon'ble Supreme Court of India in the case of **Jarnail Singh** and Ors. V Lachmi Narain Gupta and Ors. The para 2 of the said O.M. dated 12.04.2022 is reproduced as under:

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2 In the judgement dated 28.01.2022, the Supreme Court has set out the conditions that are to be satisfied by the Government for the purpose of implementing the policy of reservations in promotions. These conditions are:

- (i) Collection of quantifiable data regarding inadequacy of representation of Scheduled Castes and Scheduled Tribes;
- (ii) Application of this data to each cadre separately; and
- (iii) If a roster exists, the unit for operation of the roster would be the cadre for which the quantifiable data would have to be collected and applied in regard to the filling up of the vacancies in the roster.

This judgement currently holds the field.

1. All the Ministries/Departments are required to ensure that the above conditions are complied with before implementing the policy of reservation in promotions and carrying out any promotions based thereon.

2. For this purpose, all Ministries/Departments are also required to ensure the following:

- a. In terms of DoPT OM No. 43011/153/2010-Estt (res.) dated 04.01.2013, the Liaison Officer shall ensure that the reservation rosters are strictly maintained as per the instructions/guidelines, laid down in DoPT OM No. 36012/2/96-Estt (Res.), dated 02.07.1997.
- b. In order to ensure maintenance of efficiency of administration, the DPC shall carefully assess the suitability of the officers, being considered for promotion.
- c. The appointing authority shall issue the appointment/promotion orders only after satisfying itself that the conditions mentioned in paragraph 2 and sub para (a) & (b) of this paragraph have been fully complied with.

3. Since the *Jarnail Singh* batch of cases is pending in the Supreme Court of India, any promotion order shall be subject to further orders that may be passed by the Supreme Court in the said batch of cases.

4. All Ministries/Departments are requested to urgently bring these instructions to the notice of all their attached/ subordinate offices as also the Public Sector Undertakings and Statutory Bodies etc. for adherence and strict compliance."

6.4 It is submitted that the reservation rosters for promotions have been maintained as per the instructions/guidelines, laid down in DoPT OM NO. 36012/2/96-Estt. (Res.), dated 02.07.1997. The C&AG vide Circular No. 9/NGE/98 No. 108/NGE. (App.)3/97, dated 23.01.1998 had issued clarification of doubts in DoPT's O.M. No. 36012/2/96-Estt. (RES.), dated 02.07.1997. As per doubt No. 5 of said circular dated 23.01.1998, "own merit" concept is not applicable in promotions.

In view of the aforesaid instructions, if any reserved category candidate is selected for promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted), he/she will be adjusted against the reservation. In

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case, there is no reserved vacancy and reserved category candidate is selected on the basis of his/her seniority, he/she will, however, get promotion but will be adjusted in future when relevant reserved category vacancy will arise in the grade of Executive Assistant, Group 'B' (Non Gazetted).

7. As per the Recruitment Rules of Executive Assistants, Group 'B' (Non-Gazetted), the post of Executive Assistant is to be filled up by 'Selection' method. As per the instructions contained in the DOPT's O.M. No.22011/2/2002-Estt(D) dated 06.01.2006 regarding size of zone of consideration for promotion by 'Selection' method, the normal zone of consideration for filling up 83 regular vacancies is 128 but only 23 eligible Tax Assistants are available in the normal zone of consideration for promotion to the grade of Executive Assistant. Therefore, a consideration list of 23 Tax Assistants, has been prepared for consideration for promotion to the grade of Executive Assistant for filling up the vacancies for the vacancy year 2022.

8. ✓ The Ministry vide letter F.No. A-10A60/42/2021-Ad.II.B dated 17.06.2022 has forwarded DoPT's OM dated 17.05.2022 issued under F.No. 36012/1/2020-Estt.(Res.II) regarding reservation in promotion to Persons with Benchmark Disabilities (PwBDs). As per the said OM dated 17.05.2022, four percent of vacancies for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) shall be reserved for PwBDs.

(ii) As per para 2.2 of the said OM, against the posts identified for each disability, one per cent each shall be reserved for PwBDs under clauses (a), (b) and (c), respectively and one per cent combined, under clauses (d) and (e) below :-

- blindness and low vision;
- deaf and hard of hearing;
- locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- autism, intellectual disability, specific learning disability and mental illness;
- multiple disabilities from amongst persons under clause (a) to (d) including deaf blindness.

(iii) As per para 10.3 ibid, points 1, 26, 51 and 76 of the roster shall be earmarked for PwBDs – one point each for category under (a), (b), (c) of Para 2.2 of said O.M. {as mentioned in para 8 (ii) above}, respectively, and one point for category (d) and (e) conjointly. The Head of establishment shall ensure that vacancies identified at Sl. No. 1, 26, 51 and 76 are earmarked for the respective categories of the PwBD. However, the Head of Department shall decide the placement of the selected candidate in the roster/register. In other words, the category to be appointed first will be decided by the Head of Department based on the functional requirement.

(iv) Being Head of Department, the Principal Commissioner, CGST & Central Excise, Jaipur has decided the placement of candidate of PwBD category for promotion of Tax Assistants to the grade of Executive Assistant, Group 'B' (Non-Gazetted) in following order at Note #10 of e-office file II/(3)/APPT/106/2022-ESTT :-

Sl. No.	Block/Roster Point	PwBDs category
1.	1 st Block – Point No. 01	(a) blindness and low vision
2.	2 nd Block – Point No. 26	(b) deaf and hard of hearing;

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3.	3 rd Block – Point No. 51	(c) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
4.	4 th Block – Point No. 76	(d) autism, intellectual disability, specific learning disability and mental illness;
5.		(e) multiple disabilities from amongst persons under clause (a) to (d) including deaf blindness.

(v) There are total 83 vacancies in the grade of Executive Assistant for the vacancy year 2022, therefore, as per DoPT's aforesaid OM dated 17.05.2022, 4 vacancies are reserved for the PwBDs for promotion to the grade of Executive Assistant. Since, there are available only 23 eligible Tax Assistants for consideration for promotion to the grade of Executive Assistant for filling up the vacancies for the vacancy year 2022, therefore, out of 83 vacancies, only 23 vacancies of Executive Assistant can be filled up for the vacancy year 2022. As per the Roster prepared for the PwBDs categories, point number 1 to 23 of 1st cycle, are to be utilized for filling up 23 vacancies of Executive Assistant for the vacancy year 2022. Out of the aforesaid point number 1 to 23, point number 1 of the said roster, is reserved for the blindness and low vision category (PwBDs). One eligible Tax Assistant belongs to the category of blindness and low vision (PwBDs), is available in the zone of consideration for filling up 1 vacancy reserved for the blindness and low vision category for promotion to the grade of Executive Assistant for the vacancy year 2022.

(vi) As per para 14.1 of DoPT's aforesaid O.M. dated 17.05.2022, persons selected/promoted against the quota of PwBDs have to be placed in the appropriate category viz. SC/ST/OBC/Unreserved, depending upon the category to which they belong in the roster meant for reservation of SCs/STs/OBCs.

9. As per DoPT's O.M. No. 22011/4/2013-Estt. (D) dated 08.05.2017, the APARs for five years i.e. 2019-2020, 2018-19, 2017-2018, 2016-2017 and 2015-2016, are to be assessed for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022.

10. In terms of para 3.4 of DOPT's O.M. No.35034/7/97-Estt.(D) dated 08.02.2002, the bench mark for promotion in **selection posts** below the pre-revised pay scale of Rs. 12000-16500 (Revised as Rs. 15600-39100 + Grade Pay of Rs. 7600 and further revised as Level-12 in Pay Matrix Rs. 78800-209200), is 'Good' and the DPC shall grade the officer as 'Fit' or 'Unfit' only w.r.t. the bench mark of 'Good' only. Those who are graded as 'Fit' shall be included in the select panel prepared by the DPC in order of their inter-se-seniority in the feeder grade.

11. The DoP&T, New Delhi vide its O.M. No. 22011/5/86-Estt. (D), dated 10.04.1989 issued following guidelines for DPC :

- In term of para 6.2.1 (a) of the DPC guidelines, the DPC should consider CRs for equal number of years in respect of all officers consideration for promotion subject to (c) below.

- In term of para 6.2.1 (b) of the DPC guidelines, the DPC should assess the suitability of the employees for promotion on the basis of their service record and when particular reference to the CRs for the five preceding

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years irrespective of the qualifying service prescribed in the service/Recruitment Rules.

- In term of para 6.2.1 (c) of the DPC guidelines, where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the CRs of the years preceding the period in question.

- In term of para 6.2.1 (e) of the DPC guidelines, the DPC should not be guided merely by the overall grading, if any, that may be recorded in the CRs but should make its own assessment on the basis of the entries in the CRs, because it has been noticed that sometimes the overall grading in CR may be inconsistent with the grading under various parameters or attributes.

12. A penalty statement for the last ten years in respect of the candidates, along with APAR Gradation Chart of five years and vigilance clearance, have been prepared by the Superintendent (Vigilance), CCO, Jaipur Zone, Jaipur.

13. As per column 12 Schedule to the Executive Assistant "Group B" (Non-Gazetted) Recruitment Rules, 2015, the composition for the DPC is as under: -

1	An officer to the rank of Commissioner under the Principal Commissionerate of the zone or region.	Chairman
2	Additional Commissioner (P&V)	Member
3	Deputy Commissioner (looking after the administration)	Member

14. As per Para 2.7 of the DPC guidelines, where none of the member at S.No.1 to 3 above belongs to the SC or the ST categories, a Group 'A' officer from outside the Department belonging to the SC or the ST categories shall also associate as a member of DPC.

(Mukesh Kataria)

Joint Commissioner (CCU),
O/o the Principal Commissioner
CGST & Central Excise, Jaipur

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OFFICE OF THE PRINCIPAL COMMISSIONER,
CGST & CENTRAL EXCISE, JAIPUR
(CADRE CONTROL UNIT)

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FOLDER OF REVIEW DEPARTMENTAL PROMOTION COMMITTEE IN RESPECT OF DPC HELD ON 29.12.2021 FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL – 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 52 EXISTING VACANCIES (40 UR + 8 SC + 4 ST) FOR THE PANEL YEAR 2022 (01.01.2022 TO 31.12.2022).

DPC HELD ON : 27.07.2022

CHAIRMAN'S FOLDER

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सी.जी.एस.टी. एवं कें.उ.शु. जायपुर परिक्षेत्र

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**OFFICE OF THE PRINCIPAL COMMISSIONER,
CGST & CENTRAL EXCISE, JAIPUR
(CADRE CONTROL UNIT)**

MINUTES OF THE REVIEW DEPARTMENTAL PROMOTION COMMITTEE HELD ON 27.07.2022 IN RESPECT OF DPC HELD ON 29.12.2021 FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL - 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 52 EXISTING VACANCIES (40 UR + 8 SC + 4 ST) FOR THE PANEL YEAR 2022 (01.01.2022 TO 31.12.2022).

Present:

(S/SHRI/MS)

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|----|---|-------|----------|
| 1. | C.P. GOYAL,
PRINCIPAL COMMISSIONER,
CGST & C. EX.
COMMISSIONERATE, JAIPUR | ----- | CHAIRMAN |
| 2. | SHASHI PANWAR
JOINT COMMISSIONER (P&V)
O/o THE CHIEF COMMISSIONER
CGST & CE(JZ) JAIPUR | ----- | MEMBER |
| 3. | S. L. PAREVA,
ASSISTANT COMMISSIONER,
AUDIT COMMISSIONERATE,
JAIPUR | ----- | MEMBER |

This DPC has been informed vide self contained that in terms of the DOPT's O.M No. 22011/4/2013-Estt. (D) dated 08.05.2017, a Departmental Promotion Committee was held on 29.12.2021 for preparation of an advance select panel for regular promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) from amongst Tax Assistants, Group 'C' for filling up 52 existing vacancies (40 UR + 8 SC + 4 ST) for the panel/vacancy year 2022 (01.01.2022 to 31.12.2022). In terms of the said O.M. dated 08.05.2017, the crucial date for determining the eligibility for promotion, is 01.01.2022 for the vacancy year 2022.

2. As per Recruitment Rules forwarded by the Ministry under letter F.No. A.12018/01/2012.AD.III.B dated 15.10.2015, the post of Executive Assistant, Group 'B' (Non -Gazetted) is to be filled up by **selection method** and Tax Assistants with 10 years regular service and have passed the departmental examination as specified by the competent authority from time to time as on 01.01.2022 are eligible for consideration of promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted).


 27/07/2022


 27/07/2022


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3. As per Post Based Roster, the category-wise position in the grade of Executive Assistant, Group 'B' (Non Gazetted) for the panel/vacancy year 2022 is as under -

Category	Posts Earmarked	Working	(-) Shortfall / (+) Excess
Unreserved	45	5	(-) 40
SC	8	0	(-) 8
ST	4	0	(-) 4
Total	57	5	(-) 52

In view of the above, out of 52 vacancies in the grade of Executive Assistant, Group 'B' (Non-Gazetted), 40 vacancies were unreserved, 8 were reserved for the SC category and 4 were reserved for the ST category.

4. Only 2 Tax Assistants namely S/Shri Ved Prakash and Vikas Chandra Ray who were completing the requisite 10 years regular service in the grade of Tax Assistant and passed the departmental examination for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) as on 01.01.2022, were considered for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) by the said DPC held on 29.12.2021 for the vacancy year 2022.

5. In terms of para 3.4 of DOPT's O.M. No.35034/7/97-Estt.(D) dated 08.02.2002, the bench mark for promotion in **selection posts** below the pre-revised pay scale of Rs. 12000-16500 (Revised as Rs. 15600-39100 + Grade Pay of Rs. 7600 and further revised as Level-12 in Pay Matrix Rs. 78800-209200), is 'Good' and the DPC shall grade the officer as 'Fit' or 'Unfit' only w.r.t. the bench mark of 'Good' only. Those who are graded as 'Fit' shall be included in the select panel prepared by the DPC in order of their inter-se-seniority in the feeder grade.

6. As per O.M. DoPT's said O.M. dated 08.05.2017, the APARs for five years upto 2019-2020, were considered/assessed by the said DPC dated 29.12.2021 for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022.

7. In terms of para 7 (g) of DOPT's OM No. 22011/4/2007-Estt (D) dated 28.04.2014 readwith para 13 of the DPC guidelines, in accessing the suitability of the officer on whom a penalty has been imposed, the DPC will take into account the circumstances leading to the imposition of the penalty and decided whether in the light of general service record of the officer and fact of imposition of penalty, the officer should be considered for promotion. The DPC, after due consideration, has authority to assess the officer as 'unfit' for promotion. However, where the DPC considers that despite the penalty the officer is suitable for promotion, the officer will be actually promoted only after the currency of penalty is over.

As per para 7 (i) of the said DoPT's O.M. dated 28.04.2014, while there is no illegality in denying promotion during the currency of the penalty, denying promotion in such cases after the period of penalty is over would be in violation of the provisions of Article 20 of the Constitution.

8.1 The Superintendent (Vig.) CCO. Jaipur vide letter dated 27.12.2021 had submitted vigilance clearance certificate in respect of Tax Assistants who were considered by the said DPC held on 29.12.2021 for promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted). In terms of DOPT's O.M. No. 22011/4/2013-Estt. (D) dated 28.01.2015, penalty statement for last ten years in

अधीक्षक (सी.सी.ओ.)
कार्यालय मुख्य आयुक्त
री.जी.एस.टी. एवं को.च.शु. जयपुर

27/07/2022

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27-7-22

respect of the candidates, was also provided by the Superintendent (Vig.), CCO, Jaipur.

8.2 As per the aforesaid vigilance clearance/penalty statement provided by the Superintendent (Vig), CCO, Jaipur, Shri Vikas Chandra Ray, Inspector had been imposed upon a major penalty reducing his post to Tax Assistant, until he is found fit for promotion, after a period of three years, vide Order dated 09.10.2019. In view of above, he was under penalty period till 08.10.2022. Since, his penalty period was to be expired on 08.10.2022, therefore, he was eligible for consideration for promotion to the grade of Executive Assistant for the panel/vacancy year 2022.

9. The DPC held on 29.12.2021 had adopted the criteria for selection for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) that **"the candidates whose grading in all 5 ACRs are at least 'Good' without any adverse remarks, are to be graded as 'Fit'.** The candidates whose grading are less than 'Good' in these 5 ACRs or with any adverse remarks in any ACR(s), are to be graded as 'Unfit' for regular promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted). Further, the candidate who is undergoing the penalty period has been graded as 'Unfit' after taken into account the circumstances leading to the imposition of the penalty and general service record of the officer."

10 (i) Shri Vikas Chandra Ray, Tax Assistant was undergoing penalty period till 08.10.2022, therefore, he was found 'unfit' by the said DPC held on 29.12.2021 for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted).

10(ii) Shri Ved Prakash, Tax Assistant who was junior to Shri Vikas Chandra Ray, Tax Assistant and selected for promotion to the grade of Executive Assistant, Group, 'B' (Non-Gazetted) by the said DPC held on 29.12.2021, has been promoted to the grade of Executive Assistant, Group, 'B' (Non-Gazetted) vide this office Estt. Order No. 144/2021 dated 31.12.2021. On the said promotion, he joined as Executive Assistant, Group 'B' (Non-Gazetted) on 01.01.2022.

11. Shri Vikas Chandra Ray, Tax Assistant had made an Appeal dated 13.11.2019 addressed to the Chief Commissioner, CGST & CX, Jaipur against the major penalty imposed upon him vide Order dated 09.10.2019. The said appeal dated 13.11.2019 has been decided by the Chief Commissioner, CGST & CX, Jaipur vide Order in Appeal dated 06.04.2022, whereby the penalty imposed vide Order dated 09.10.2019 has been modified and reduced from 'three years' to 'two years'. **As a result, his period of penalty expired on 08.10.2021 instead of 08.10.2022.**

12 (i) As per para 18.1 of DPC guidelines, the proceedings of any DPC may be reviewed only if the DPC has not taken all material facts into consideration or if material facts have not been brought to the notice to the DPC or if there have been grave errors in the procedure followed by the DPC. Thus, it may be necessary to convene review DPCs to rectify certain unintentional mistakes, e.g. -

- (a) where eligible persons were omitted to be considered ; or
- (b) where ineligible persons were considered by mistake ; or
- (c) where the seniority of a person is revised with retrospective effect resulting in variance of the seniority list placed before the DPC ; or
- (d) where some procedural irregularity was committed by a DPC ; or
- (e) where adverse remarks in the CRs were toned down or expunged after the DPC had considered the case of the officer,

It has also been mentioned in said para that these instances are not exhaustive but only illustrative.

Handwritten initials: AH, W, SM, and a blue stamp: "अधीक्षक (सी.सी.ए.) कार्यालय मुख्य आयुक्त, जयपुर एवं के.उ.यु. सी.जी.एस.टी. एवं के.उ.यु. जयपुर" (Assistant Commissioner (C.C.) Office, Chief Commissioner, Jaipur and C.U.Y. S.G.S.T. & C.U.Y. Jaipur)

Handwritten signatures and dates: 21/01/2022, 11/01/2022

12 (ii) Further, as per para 18.4.3 regarding review DPC, on promotion, the pay of such officer should be fixed under FR-27 at the stage it would have reached, had he been promoted from the date the office immediately below him was promoted but no arrears would be admissible.

13. The case of Shri Vikas Chandra Ray, Tax Assistant was examined and it has been found that although the circumstances of the present case are not specifically covered in any of the aforesaid 5 illustrations but as the penalty period in the case of Shri Vikas Chandra Ray, Tax Assistant has been expired on 08.10.2021 i.e. before the date of DPC held on 29.12.2021 for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) for filling up the vacancies for the vacancy year 2022, therefore, it has been decided that case of Shri Vikas Chandra Ray, Tax Assistant may be considered for promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted) by holding review DPC in respect of impugned DPC dated 29.12.2021 for the vacancy year 2022 whereby his junior namely Shri Ved Prakash, Tax Assistant was promoted to the grade of Executive Assistant and Group 'B' (Non Gazetted).

14. The DoP&T, New Delhi vide its OM No. 22011/5/86-Estt.(D) dated 10.04.1989 issued guidelines for DPCs, as under :

- In term of para 6.2.1 (a) of the DPC guidelines, the DPC should consider CRs for equal number of years in respect of all officers consideration for promotion subject to (c) below.

- In term of para 6.2.1 (b) of the DPC guidelines, the DPC should assess the suitability of the employees for promotion on the basis of their service record and when particular reference to the CRs for the five preceding years irrespective of the qualifying service prescribed in the service/Recruitment Rules.

- In term of para 6.2.1 (c) of the DPC guidelines, where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the CRs of the years preceding the period in question.

- In term of para 6.2.1 (e) of the DPC guidelines, the DPC should not be guided merely by the overall grading, if any, that may be recorded in the CRs but should make its own assessment on the basis of the entries in the CRs, because it has been noticed that sometimes the overall grading in CR may be inconsistent with the grading under various parameters or attributes.

15. Therefore, in terms of provisions contained in paras 18.1 & 18.4.3 of DPC guidelines, the case of Shri Vikas Chandra Ray, Tax Assistant for grant of promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) for the vacancy year 2022 has been considered by the Review DPC.

16. On the basis of the same criteria adopted by the DPC dated 29.12.2021, the recommendations of the DPC in respect of Shri Vikas Chandra Ray, Tax Assistant for grant of notional promotion to the grade of Executive Assistant, Group 'B' Non Gazetted w.e.f. 01.01.2022 when his junior namely Shri Ved Prakash, Tax Assistant had joined as Executive Assistant, Group 'B' (Non-Gazetted) on promotion after selection by the DPC held on 29.12.2021 for filling up the vacancies for the vacancy year 2022 for selection for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted), are as under:

S. No	Name of Tax Assistants	Category	Date of Birth	Recommendations of the DPC
1.	Shri Vikas Chandra Ray	OBC	16.09.1973	FTT

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कार्यालय मुख्य आयुक्त
जी.जी.एस.टी. एवं के.उ.शु. जलपुत्रा

27/07/2022

29/07/2022

27.7.22

On the basis of the above recommendations, the following select panel is drawn for promotion to the grade of Executive Assistant. Group 'B' (Non Gazetted) for the vacancy year 2022, is as under:

S. No	Name of Tax Assistant	Category	Date of Birth
1.	Shri Vikas Chandra Ray	OBC	16.09.1973

27/07/2022

(C. P. GOYAL)

PRINCIPAL COMMISSIONER
CGST & CE COMMISSIONERATE, JAIPUR
CHAIRMAN

27/07/2022

(SHASHI PANWAR)
JOINT COMMISSIONER (P&V)
O/o THE CHIEF COMMISSIONER
CGST & CE(JZ) JAIPUR,
MEMBER

27.7.22

(S.L. PAREVA)
ASSISTANT COMMISSIONER
AUDIT COMMISSIONERATE,
JAIPUR
MEMBER

27/07/2022

27/07/2022

अधीक्षक (सी.सी.ए.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिक्षेत्र

OFFICE OF THE PRINCIPAL COMMISSIONER,
CGST & CENTRAL EXCISE, JAIPUR
(CADRE CONTROL UNIT)

SELF CONTAINED NOTE FOR REVIEW DEPARTMENTAL PROMOTION COMMITTEE IN RESPECT OF DPC HELD ON 29.12.2021 FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL - 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 52 EXISTING VACANCIES (40 UR + 8 SC + 4 ST) FOR THE PANEL YEAR 2022 (01.01.2022 TO 31.12.2022).

It is to inform that in terms of the DOPT's O.M No. 22011/4/2013-Estt. (D) dated 08.05.2017, a Departmental Promotion Committee was held on 29.12.2021 for preparation of an advance select panel for regular promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) from amongst Tax Assistants, Group 'C' for filling up 52 existing vacancies (40 UR + 8 SC + 4 ST) for the panel/vacancy year 2022 (01.01.2022 to 31.12.2022). In terms of the said O.M. dated 08.05.2017, the crucial date for determining the eligibility for promotion, is 01.01.2022 for the vacancy year 2022.

2. As per Recruitment Rules forwarded by the Ministry under letter F.No. A.12018/01/2012.AD.III.B dated 15.10.2015, the post of Executive Assistant, Group 'B' (Non -Gazetted) is to be filled up by **selection method** and Tax Assistants with 10 years regular service and have passed the departmental examination as specified by the competent authority from time to time as on 01.01.2022 are eligible for consideration of promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted).

3. As per Post Based Roster, the category-wise position in the grade of Executive Assistant, Group 'B' (Non Gazetted) for the panel/vacancy year 2022 is as under -

Category	Posts Earmarked	Working	(-) Shortfall / (+) Excess
Unreserved	45	5	(-) 40
SC	8	0	(-) 8
ST	4	0	(-) 4
Total	57	5	(-) 52

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कार्यालय मुख्य आयुक्ता
सी.जी.एस.टी. एवं केंद्र शु. जयपुर पाकिस्तान

In view of the above, out of 52 vacancies in the grade of Executive Assistant, Group 'B' (Non-Gazetted), 40 vacancies were unreserved, 8 were reserved for the SC category and 4 were reserved for the ST category.

4. It is submitted that only 2 Tax Assistants namely S/Shri Vikas Chandra Ray and Ved Prakash who were completing the requisite 10 years regular service in the grade of Tax Assistant and passed the departmental examination for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) as on 01.01.2022, were considered for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) by the said DPC held on 29.12.2021 for the vacancy year 2022.

5. In terms of para 3.4 of DOPT's O.M. No.35034/7/97-Estt.(D) dated 08.02.2002, the bench mark for promotion in **selection posts** below the pre-revised pay scale of Rs. 12000-16500 (Revised as Rs. 15600-39100 + Grade Pay of Rs. 7600 and further revised as Level-12 in Pay Matrix Rs. 78800-209200), is 'Good' and the DPC shall grade the officer as 'Fit' or 'Unfit' only w.r.t. the bench mark of 'Good' only. Those who are graded as 'Fit' shall be included in the select panel prepared by the DPC in order of their inter-se-seniority in the feeder grade.

6. As per O.M. DoPT's said O.M. dated 08.05.2017, the APARs for five years upto 2019-2020, were considered/assessed by the said DPC dated 29.12.2021 for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022.

7. In terms of para 7 (g) of DOPT's OM No. 22011/4/2007-Estt (D) dated 28.04.2014 readwith para 13 of the DPC guidelines, in accessing the suitability of the officer on whom a penalty has been imposed, the DPC will take into account the circumstances leading to the imposition of the penalty and decided whether in the light of general service record of the officer and fact of imposition of penalty, the officer should be considered for promotion. The DPC, after due consideration, has authority to assess the officer as 'unfit' for promotion. However, where the DPC considers that despite the penalty the officer is suitable for promotion, the officer will be actually promoted only after the currency of penalty is over.

As per para 7 (i) of the said DoPT's O.M. dated 28.04.2014, while there is no illegality in denying promotion during the currency of the penalty, denying promotion in such cases after the period of penalty is over would be in violation of the provisions of Article 20 of the Constitution.

8.1 The Superintendent (Vig.) CCO, Jaipur vide letter dated 27.12.2021 had submitted vigilance clearance certificate in respect of Tax Assistants who were considered by the said DPC held on 29.12.2021 for promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted). In terms of DOPT's O.M. No. 22011/4/2013-Estt. (D) dated 28.01.2015, penalty statement for last ten years in respect of the candidates, was also provided by the Superintendent (Vig.), CCO, Jaipur.

8.2 As per the aforesaid vigilance clearance/penalty statement provided by the Superintendent (Vig), CCO, Jaipur, Shri Vikas Chandra Ray, Inspector had been imposed upon a major penalty reducing his post to Tax Assistant, until he is found fit for promotion, after a period of three years, vide Order dated 09.10.2019. In view of above, he was under penalty period till 08.10.2022. Since, his penalty period was to be expired on 08.10.2022, therefore, he was eligible for consideration for promotion to the grade of Executive Assistant for the panel/vacancy year 2022.

The DPC held on 29.12.2021 had adopted the criteria for selection for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) that **"the candidates whose grading in all 5 ACRs are at least 'Good' without any adverse remarks, are to be graded as 'Fit'.** The candidates whose grading are less than 'Good' in these 5 ACRs or with any adverse remarks in any ACR(s), are to be graded as 'Unfit' for regular promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted). Further, the candidate who is undergoing the penalty period has been graded as 'Unfit' after taken into account the circumstances leading to the imposition of the penalty and general service record of the officer."

10 (i) Shri Vikas Chandra Ray, Tax Assistant was undergoing penalty period till 08.10.2022, therefore, he was found 'unfit' by the said DPC held on 29.12.2021 for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted).

10(ii) Shri Ved Prakash, Tax Assistant who was junior to Shri Vikas Chandra Ray, Tax Assistant and selected for promotion to the grade of Executive Assistant, Group, 'B' (Non-Gazetted) by the said DPC held on 29.12.2021, has been promoted to the grade of Executive Assistant, Group, 'B' (Non-Gazetted) vide this office Estt. Order No. 144/2021

Handwritten signatures and stamps:
 A.K.S.
 M.K.
 राजेश पिपरा
 अधीक्षक (सी.सी.डी.)
 कार्यालय मुख्य आलेख
 सी.जी.एस.टी. एवं के.जी.एस.टी. विभाग

dated 31.12.2021. On the said promotion, he joined as Executive Assistant, Group 'B' (Non-Gazetted) on 01.01.2022.

11. Shri Vikas Chandra Ray, Tax Assistant had made an Appeal dated 13.11.2019 addressed to the Chief Commissioner, CGST & CX, Jaipur against the major penalty imposed upon him vide Order dated 09.10.2019. The said appeal dated 13.11.2019 has been decided by the Chief Commissioner, CGST & CX, Jaipur vide Order in Appeal dated 06.04.2022, whereby the penalty imposed vide Order dated 09.10.2019 has been modified and reduced from 'three years' to 'two years'. **As a result, his period of penalty expired on 08.10.2021 instead of 08.10.2022.** ✓-45

12 (i) As per para 18.1 of DPC guidelines, the proceedings of any DPC may be reviewed only if the DPC has not taken all material facts into consideration or if material facts have not been brought to the notice to the DPC or if there have been grave errors in the procedure followed by the DPC. Thus, it may be necessary to convene review DPCs to rectify certain unintentional mistakes, e.g. -

- (f) where eligible persons were omitted to be considered ; or
- (g) where ineligible persons were considered by mistake ; or
- (h) where the seniority of a person is revised with retrospective effect resulting in variance of the seniority list placed before the DPC ; or
- (i) where some procedural irregularity was committed by a DPC ; or
- (j) where adverse remarks in the CRs were toned down or expunged after the DPC had considered the case of the officer.

It has also been mentioned in said para that these instances are not exhaustive but only illustrative.

12 (ii) Further, as per para 18.4.3 regarding review DPC, on promotion, the pay of such officer should be fixed under FR-27 at the stage it would have reached, had he been promoted from the date the office immediately below him was promoted but no arrears would be admissible.

13. The case of Shri Vikas Chandra Ray, Tax Assistant, has been examined and it has been found that although the circumstances of the present case are not specifically covered in any of the aforesaid 5 illustrations but as the penalty period in the case of Shri Vikas Chandra Ray, Tax Assistant has been expired on 08.10.2021 i.e. before the date of DPC held on 29.12.2021 for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) for filling up the vacancies for the vacancy year 2022, therefore, it has been decided that case of Shri Vikas Chandra Ray, Tax Assistant may be considered for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) by holding review DPC in respect of impugned DPC dated 29.12.2021 for the vacancy year 2022 whereby his junior namely Shri Ved Prakash, Tax Assistant was promoted to the grade of Executive Assistant and Group 'B' (Non-Gazetted). In case, Shri Vikas Chandra Ray, Tax Assistant is found fit by the this Review DPC for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted, he will be eligible for grant of notional promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) w.e.f. 01.01.2022 when his junior namely Shri Ved Prakash, Tax Assistant had joined as Executive Assistant, Group 'B' (Non-Gazetted).

14. The DoP&T, New Delhi vide its OM No. 22011/5/86-Estt.(D) dated 10.04.1989 issued guidelines for DPCs, as under :

In term of para 6.2.1 (a) of the DPC guidelines, the DPC should consider CRs for equal number of years in respect of all officers consideration for promotion subject to (c) below.

- In term of para 6.2.1 (b) of the DPC guidelines, the DPC should assess the suitability of the employees for promotion on the basis of their service record and when particular reference to the CRs for the five preceding years

अधीनस्थ (सी.सी.ए.)
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जी.जी.एस.टी. एवं के.ए.ए. जयपुर

(4) 61

irrespective of the qualifying service prescribed in the service/Recruitment Rules.

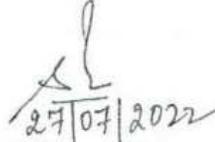
- In term of para 6.2.1 (c) of the DPC guidelines, where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the CRs of the years preceding the period in question.

- In term of para 6.2.1 (e) of the DPC guidelines, the DPC should not be guided merely by the overall grading, if any, that may be recorded in the CRs but should make its own assessment on the basis of the entries in the CRs, because it has been noticed that sometimes the overall grading in CR may be inconsistent with the grading under various parameters or attributes.

15. As per column 12 ^{para 6} Schedule to the Executive Assistant "Group B" (Non-Gazetted) Recruitment Rules, 2015, the composition for the DPCs, is as under: -

1	An officer to the rank of Commissioner under the Principal Commissionerate of the zone or region.	Chairman
2	Additional Commissioner (P&V)	Member
3	Deputy Commissioner (looking after the administration)	Member

16. As per Para 2.7 ^{para 70} of the DPC guidelines, where none of the member at S.No.1 to 3 above belongs to the SC or the ST categories, a Group 'A' officer from outside the Department belonging to the SC or the ST categories shall also associate as a member of DPC.


27/07/2022

(Shashi Panwar)
Joint Commissioner (CCU),
O/o the Chief Commissioner
CGST & Central Excise (JZ), Jaipur

A. K. S.

S. K.

अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिक्षेत्र

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OFFICE OF THE PRINCIPAL COMMISSIONER,
CGST & CENTRAL EXCISE, JAIPUR
(CADRE CONTROL UNIT)

FOLDER OF REVIEW DEPARTMENTAL PROMOTION COMMITTEE IN RESPECT OF DPC HELD ON 30.12.2022 FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL - 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 83 EXISTING VACANCIES (65 UR + 12 SC + 6 ST) FOR THE PANEL YEAR 2022 (01.01.2022 TO 31.12.2022).

DPC HELD ON : 16.05.2023

CHAIRMAN'S FOLDER

AH
R
राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिक्षेत्र

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6-c

**OFFICE OF THE PRINCIPAL COMMISSIONER,
CGST & CENTRAL EXCISE, JAIPUR
(CADRE CONTROL UNIT)**

MINUTES OF THE REVIEW DEPARTMENTAL PROMOTION COMMITTEE HELD ON 16.05.2023 IN RESPECT OF DPC HELD ON 30.12.2022 FOR REGULAR PROMOTION TO THE GRADE OF EXECUTIVE ASSISTANT, GROUP 'B' NON GAZETTED IN THE PAY SCALE / BAND OF RS. 9300-34800 WITH CORRESPONDING GRADE PAY OF Rs. 4200 IN PB-2 (REVISED AS LEVEL - 6 IN THE PAY BAND / SCALE OF Rs. 35400-112400) FROM AMONGST TAX ASSISTANTS, GROUP 'C' IN THE PAY SCALE/BAND OF (RS. 5200-20200 GRADE PAY RS. 2400/- PB-1) (REVISED AS LEVEL-4 IN THE PAY MATRIX OF RS. 25500-81100) FOR FILLING UP 83 EXISTING VACANCIES (65 UR + 12 SC + 6 ST) FOR THE PANEL YEAR 2022 (01.01.2022 TO 31.12.2022).

Present:

- | | | | |
|----|--|-------|----------|
| 1. | SHRI C.P. GOYAL,
PRINCIPAL COMMISSIONER,
CGST & C. EX.
COMMISSIONERATE, JAIPUR | ----- | CHAIRMAN |
| 2. | SHRI SUMIT KUMAR YADAV
ADDITIONAL COMMISSIONER
(CCU)
O/o THE PRINCIPAL
COMMISSIONER
CGST & CE, JAIPUR | ----- | MEMBER |
| 3. | SHRI R.S. MEENA,
ASSISTANT COMMISSIONER,
AUDIT COMMISSIONERATE,
JAIPUR | ----- | MEMBER |

This Review DPC has been informed vide self contained note that in terms of the Board's letter F.No. A-12018/01/2012.Ad.III.B dated 29.12.2022, a Departmental Promotion Committee was held on 30.12.2022 for preparation of select panel for regular promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) from amongst Tax Assistants, Group 'C' for filling up 83 existing vacancies (65 UR + 12 SC + 6 ST) for the panel/vacancy year 2022 (01.01.2022 to 31.12.2022).

2.1 As per Recruitment Rules forwarded by the Ministry under letter F.No. A.12018/01/2012.AD.III.B dated 15.10.2015, the post of Executive Assistant, Group 'B' (Non -Gazetted) is to be filled up by **selection method** and Tax Assistants with 10 years regular service and have passed the departmental examination as specified by the competent authority from time to time are eligible for consideration of promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted). Further, as per Note 1 of column (11) of the said Recruitment Rules of Executive Assistant, when juniors who have completed their qualifying service are being considered for promotions then seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.

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कार्यालय मुख्य आयुक्त
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3.1 The Government of India, Ministry of Finance, Department of Revenue, Central Board of Indirect Taxes and Customs, New Delhi vide letter F.No. A-12018/01/2012-Ad.III.B dated 29.12.2022 in continuation of its earlier letter dated 23.12.2022 had stated that the approval of Competent Authority was accorded to consider those Tax Assistants who were in position as on the date of notification of Recruitment Rules of Executive Assistant in 2015 i.e. 28.09.2015 and who have completed more than 6 years of regular service as on 01.01.2022, for filling up vacancies of Executive Assistant during the vacancy year 2022, as approved by DoP&T and UPSC.

3.2 In terms of the Board's aforesaid letter dated 29.12.2022, 23 Tax Assistants, Group 'C' who were in position as on the date of notification of Recruitment Rules of Executive Assistant in 2015 i.e. 28.09.2015, have completed more than 6 years of regular service as on 01.01.2022 and passed the Departmental examination for EA, were considered by the DPC held on 30.12.2022 for regular promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) for filling up 83 existing vacancies (65 UR + 12 SC + 6 ST) for the panel/vacancy year 2022 (01.01.2022 to 31.12.2022). After selection by the aforesaid DPC held on 30.12.2022, all 23 Tax Assistants have been promoted to the grade of Executive Assistant Group 'B' (Non-Gazetted) on regular basis vide this office Establishment/CCU Order No. 43/2022 dated 30.12.2022.

3.3 Out of the aforesaid 23 Tax Assistants, 7 Tax Assistants had joined in this zone on Inter Commissionerate (ICT) basis from other zones in terms of the Board's instructions contained in letter F.No. A-22015/23/2011-Ad.IV.A dated 27.10.2011. As per Para.2 (ii) of the aforesaid letter dated 27.10.2011, the transferee will be placed below all officers appointed regularly to that post/grade on the date of his/her appointment on transfer basis in terms of Para 3.5 of DoPT's O.M. dated 03.07.1986. In other words, such a transferee will be junior to those regularly appointed officers prior to his/her transfer. However, such transferred officer will retain his/her eligibility of the parent Commissionerate for his/her promotion to the next higher grade etc.

3.4 In terms of the Board's aforesaid letter dated 27.10.2011, the services rendered by the said 7 ICT Tax Assistants in their parent zones, were counted for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) by the DPC held on 30.12.2022. The details of said 7 ICT Tax Assistants, are as under :-

Sl. No.	Sl. No. of seniority list of Tax Assistant issued as on 30.06.22	Name of the Tax Assistant S/Shri/Ms.	Catego ry	Date of Birth	Parent Zone	Date of joining as Tax Assistant in parent zone	Date of joining as Tax Assistant in Jaipur Zone on ICT	Date of passing the departmental Examination
1	2	3	4	5	6	7	8	9
1.	49	Neeraj Kumar Agrawal	Gen (PH-OH)	01.07.89	Vishakhapat nam	19.05.14	26.09.16	11.01.16
2.	50	Amit Verma	SC	04.01.90	Vishakhapat nam	19.03.14	03.10.16	11.01.16
3.	51	Subhash Banshiwal	SC	07.08.87	Mumbai	04.02.14	03.10.16	22.04.16
4.	52	Dillip Kumar	SC	16.06.86	Mumbai	19.02.14	03.10.16	19.10.16
5.	53	Mahesh Kumar Choudhary	OBC	25.12.86	Mumbai	09.10.12	13.10.16	06.04.16
6.	54	Ms. Chhoti Bai Meena	ST	02.07.88	Pune	04.03.14	13.10.16	03.10.16
7.	68	Ram Kishan Meena	ST (PH-OH)	02.01.91	Bangalore	27.03.14	22.01.18	27.10.16

4.1 The Board vide letter F.No. A.12018/01/2012-Ad.III(B) dated 04.01.2023 had sought the views/opinion on the following issues raised by the Bhopal Zone with reference to the Board's aforesaid letter dated 29.12.2022:

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- (i) Whether the TAs who are senior to the TAs being considered for promotion under One Time Relaxation (OTR), shall also be considered by giving further relaxation as per the **Senior-Junior clause** in RRs.
- (ii) Whether the promotion shall be on notional basis from 01.01.2022.

The comments mentioning the reasons and action taken by this zone in the matter, were sent to the Board vide this office letter F.No. II-3(12)CCU/JZ/2022/81 dated 06.01.2023.

4.2 In the matter, the Board vide letter F.No. A.12018/01/2012-Ad.III(B) dated 17.01.2023 clarified the aforesaid 2 queries, as under:

For Query (i)

- a. The TAs who were in position in the zone as on 28.9.2015 and completed more than six years of service as on 1.1.22 are eligible to be considered under OTR.
- b. The eligibility of ICT officers who joined the zone after 28.09.2015 and the application of senior junior clause with OTR, factoring in such ICT officers, is under examination and decision, if any, will be conveyed later on.
- c. The eligibility of those fulfilling both the elements of OTR, as stated in point (a) above, is clear. Hence, CCAs may hold DPCs to promote those fulfilling the two conditions mentioned in point (a) above, carry out promotions and report the promotions on the DPC module of DGHRD, duly mentioning "OTR for EA" in remarks column.
- d. CCAs may wait for further orders regarding eligibility of those who joined zone on ICT after 28.09.2015 and applicability of Senior Junior clause as a consequence.

For Query (ii)

Notional promotions w.e.f. 01.01.2022 are not admissible as per DoP&T's O.M. dated 13.07.2021 and promotions under OTR Scheme will be with prospective effect.

It has also been re-iterated by the Board that the consequent vacancies are being factored in the DR vacancy calculations for CGLE 2022 and 2023, and therefore top priority may be accorded to this subject."

4.3 Further, the Board vide letter F.No. A.32018/01/2023-Ad.IIIA dated 25.01.2023 stated that applicability of **Senior Junior Clause** to OTR for EA in relation to interse seniority based on 2014 OM of DoPT (NR Parmar judgment), Compassionate appointees and sports quota recruitees, is under examination and clarification, if any, will be share later. The Board has also directed to immediately carry out DPCs, in relation to OTR for EA, promoting all those who qualify the two condition in para 2 (a) of Board's aforesaid letter dated 17.01.2023 **without invoking senior junior clause**.

4.4 The Board vide aforesaid letters dated 17.01.2023 and 25.01.2023 had stated that the eligibility of ICT officers who joined the zone after 28.09.2015 and the application of Senior Junior clause with OTR, is under examination and CCAs may wait for further orders on these issues.

5.1 Now, the Board vide email dated 15.05.2023 has forwarded Board's letter F.No.A.12018/01/2012.AD.III.B dated 15.05.2023 for necessary action. The Board vide aforesaid letter dated 15.05.2023 with reference to its earlier letter dated 17.01.2023 and 25.01.2023 regarding One Time Relaxation (OTR) in Recruitment Rules for the post of

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Executive Assistant (EA) in Central Board of Indirect Taxes & Customs (CBIC) field formations, Department of Revenue, Ministry of Finance, has stated as under:

"2. It has been decided by competent authority that

(i) OTR for EA has to be read harmoniously with the provisions of RRs of EA, including Senior Junior clause. In case a junior is eligible under OTR, his / her seniors also be considered as per senior junior clause, provided such a senior has a minimum of 4 years qualifying service as on 01.01.2022 (reducing two years from the six years qualifying service with which the junior is being promoted).

(ii) **All those who joined in TA grade, in any field formation of CBIC, on or before 28.09.2015 to be considered eligible for OTR.** In case of ICT transferees who joined in TA grade initially on or before 28.09.2015 and got transferred to another zone after 28.09.2015, **the current zone** where they are posted should consider them under OTR, duly counting the length of service from date on which they joined as TA initially in the previous zone.

3. All CCAs are requested to do the needful based on the above clarification and report details of promotions made to DGHIRD (HRM-II) within a month of issue of this letter. **Where CCAs have carried out initial DPCs to give effect to OTR as per Board's earlier letters, review DPCs may be carried out to give effect to the above decision contained in para 2."**

5.2 In terms of Board's aforesaid letter F.No.A.12018/01/2012.AD.III.B dated 15.05.2023, this Review DPC has been held in respect of DPC held on 30.12.2022 for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) for filling up the vacancies for the vacancy year 2022.

6. (i) As per para 18.1 of DPC guidelines, the proceedings of any DPC may be reviewed only if the DPC has not taken all material facts into consideration or if material facts have not been brought to the notice to the DPC or if there have been grave errors in the procedure followed by the DPC. Thus, it may be necessary to convene review DPCs to rectify certain unintentional mistakes, e.g. -

- where eligible persons were omitted to be considered ; or
- where ineligible persons were considered by mistake ; or
- where the seniority of a person is revised with retrospective effect resulting in variance of the seniority list placed before the DPC ; or
- where some procedural irregularity was committed by a DPC ; or
- where adverse remarks in the CRs were toned down or expunged after the DPC had considered the case of the officer.

It has also been mentioned in the said para that these instances are not exhaustive but only illustrative.

(ii) Further, as per para 18.4.3 regarding review DPC, if the officers placed junior to the officer concerned have been promoted, he should be promoted immediately and if there is no vacancy, the junior most person officiating in the higher grade should be reverted to accommodate him. **On promotion, his pay should be fixed under FR-27 at the stage it would have reached, had he been promoted from the date the officer immediately below him was promoted but no arrears would be admissible. The seniority of the officer would be determined in the order in which his name, on review, has been placed in the select list by DPC.** If in any such case a minimum period of qualifying service is prescribed for promotion to higher grade, the period from which an officer placed below the officer concerned in the select list was promoted to the higher grade, should reckon towards the qualifying period of service for the purpose of determining his eligibility for promotion to the next higher grade.

7. As per Post Based Roster, the category-wise position in the grade of Executive Assistant, Group 'B' Non Gazetted for filling up 83 vacancies for the panel/vacancy year 2022 is as under : -

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Category	Posts Earmarked	Working	Vacancies
Unreserved	67	2	65
SC	12	0	12
ST	6	0	6
Total	85	2	83

In view of the above, out of 83 vacancies in the grade of Executive Assistant, Group 'B' (Non-Gazetted), 65 vacancies are unreserved, 12 are reserved for the SC category and 6 are reserved for the ST category.

8.1 As per DoP&T's O.M. No. 36012/11/2016-Estt. (Res.), dated 30.09.2016, till such time that the SLP(s) are decided by the Hon'ble Supreme Court, while considering promotion, the DOPT O.M. dated 10.08.2010 and Railway Board circular dated 14.09.2010 regarding reservation in promotion – **Treatment of SC/ST candidates promoted on their own merit are not to be relied upon.**

8.2 The then Chief Commissioner, GST & Central Excise, Jaipur Zone, Jaipur has decided on 20.03.2017 on Note Sheet Page No. VIII-IX of F.No. II-3(6) CCU/JZ/2010/Pt., to the effect that the promotions may be effected keeping in view the Board's clarification in terms of DOPT's OM dated 30.09.2016 by not relying on the DoP&T O.M. No. 36012/45/2005-Estt. (Res.) dated 10.08.2010 and reservation in normal course may be provided. In other words, the SC/ST candidates appointed by promotion on their own merit and seniority, are to be adjusted against the reserved points of reservation roster. The further promotions will be provided subject to the outcome of the SLP(s) / Contempt Petition and decision taken by the DoP&T in the matter. Accordingly, the CBEC has been informed vide this office letter C.No. II-3(6) CCU/JZ/2010/Pt./5999-6000 dated 29.03.2017.

8.3 The DoPT vide O.M No. 36012/16/2019-Estt. (Res.) dated 12.04.2022 has issued the instructions (regarding Reservation in promotions – procedure to be followed prior to effecting reservation in the matter of promotions by all departments of the Central Government) in pursuance of judgement dated 28.01.2022 of the **Hon'ble Supreme Court** of India in the case of **Jarnail Singh** and Ors. V Lachhmi Narain Gupta and Ors. The para 2 of the said O.M. dated 12.04.2022 is reproduced as under:

"2 In the judgement dated 28.01.2022, the Supreme Court has set out the conditions that are to be satisfied by the Government for the purpose of implementing the policy of reservations in promotions. These conditions are:

- (i) Collection of quantifiable data regarding inadequacy of representation of Scheduled Castes and Scheduled Tribes;
- (ii) Application of this data to each cadre separately; and
- (iii) If a roster exists, the unit for operation of the roster would be the cadre for which the quantifiable data would have to be collected and applied in regard to the filling up of the vacancies in the roster.

This judgement currently holds the field.

3. All the Ministries/Departments are required to ensure that the above conditions are complied with before implementing the policy of reservation in promotions and carrying out any promotions based thereon.

4. For this purpose, all Ministries/Departments are also required to ensure the following:

In terms of DoPT OM No. 43011/153/2010-Estt (res.) dated 04.01.2013, the Liaison Officer shall ensure that the

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reservation rosters are strictly maintained as per the instructions/guidelines, laid down in DoPT OM No. 36012/2/96-Estt (Res.), dated 02.07.1997.

- b. In order to ensure maintenance of efficiency of administration, the DPC shall carefully assess the suitability of the officers, being considered for promotion.
- c. The appointing authority shall issue the appointment/promotion orders only after satisfying itself that the conditions mentioned in paragraph 2 and sub para (a) & (b) of this paragraph have been fully complied with.

5. Since the *Jarnail Singh* batch of cases is pending in the Supreme Court of India, any promotion order shall be subject to further orders that may be passed by the Supreme Court in the said batch of cases.

6. All Ministries/Departments are requested to urgently bring these instructions to the notice of all their attached/ subordinate offices as also the Public Sector Undertakings and Statutory Bodies etc. for adherence and strict compliance."

8.4 It is submitted that the reservation rosters for promotions have been maintained as per the instructions/guidelines, laid down in DoPT OM No. 36012/2/96-Estt. (Res.), dated 02.07.1997. The C&AG vide Circular No. 9/NGE//98 No. 108/NGE. (App.)3/97, dated 23.01.1998 had issued clarification of doubts in DoPT's O.M. No. 36012/2/96-Estt. (RES.), dated 02.07.1997. As per doubt No. 5 of said circular dated 23.01.1998, "own merit" concept is not applicable in promotions.

In view of the aforesaid instructions, if any reserved category candidate is selected for promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted), he/she will be adjusted against the reservation. In case, there is no reserved vacancy and reserved category candidate is selected on the basis of his/her seniority, he/she will, however, get promotion but will be adjusted in future when relevant reserved category vacancy will arise in the grade of Executive Assistant, Group 'B' (Non Gazetted).

9. As per the Recruitment Rules of Executive Assistants, Group 'B' (Non-Gazetted), the post of Executive Assistant is to be filled up by 'Selection' method. As per the instructions contained in the DOPT's O.M. No.22011/2/2002-Estt(D) dated 06.01.2006 regarding size of zone of consideration for promotion by 'Selection' method, the normal zone of consideration for filling up 83 regular vacancies is 128 but only 66 eligible Tax Assistants (including 23 Tax Assistants who have already been promoted as EA on 30.12.2022) are available in the normal zone of consideration for promotion to the grade of Executive Assistant. Therefore, 66 Tax Assistants (including 23 Tax Assistants who were considered/selected and promoted as EA by the DPC held on 30.12.2022), have been taken into consideration for promotion to the grade of Executive Assistant for filling up 83 vacancies (including 23 already filled) for the vacancy year 2022.

10. The Ministry vide letter F.No. A-10A60/42/2021-Ad.II.B dated 17.06.2022 has forwarded DoPT's OM dated 17.05.2022 issued under F.No. 36012/1/2020-Estt.(Res.II) regarding reservation in promotion to Persons with Benchmark Disabilities (PwBDs). As per the said OM dated 17.05.2022, four percent of vacancies for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) shall be reserved for PwBDs.

(ii) As per para 2.2 of the said OM, against the posts identified for each disability, one per cent each shall be reserved for PwBDs under clauses (a), (b) and (c), respectively and one per cent combined, under clauses (d) and (e) below :-

- a. blindness and low vision;
- b. deaf and hard of hearing;
- c. locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- d. autism, intellectual disability, specific learning disability and mental illness;

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- e. multiple disabilities from amongst persons under clause (a) to (d) including deaf blindness.

(iii) As per para 7.2 of the said O.M., in the case of promotion by selection, PwBDs selected without relaxed standards, along with other candidates, will not be adjusted against the reserved share of vacancies. The reserved vacancies will be filled up separately from amongst the eligible candidates with benchmark disabilities who are lower in merit than the last candidate in merit list but, otherwise found suitable for appointment, if necessary, by relaxed standards.

(iv) As per para 10.3 ibid, points 1, 26, 51 and 76 of the roster shall be earmarked for PwBDs – one point each for category under (a), (b), (c) of Para 2.2 of said O.M. {as mentioned in para 8 (ii) above}, respectively, and one point for category (d) and (e) conjointly. The Head of establishment shall ensure that vacancies identified at Sl. No. 1, 26, 51 and 76 are earmarked for the respective categories of the PwBD. However, the Head of Department shall decide the placement of the selected candidate in the roster/register. In other words, the category to be appointed first will be decided by the Head of Department based on the functional requirement.

(iv) Being Head of Department, the Principal Commissioner, CGST & Central Excise, Jaipur has decided the placement of candidate of PwBD category for promotion of Tax Assistants to the grade of Executive Assistant, Group 'B' (Non-Gazetted) in following order at Note #10 of e-office file II/(3)/APPT/106/2022-ESTT :-

Sl. No.	Block/Roster Point	PwBDs category
1.	1 st Block – Point No. 01	(a) blindness and low vision
2.	2 nd Block – Point No. 26	(b) deaf and hard of hearing;
3.	3 rd Block – Point No. 51	(c) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
4.	4 th Block – Point No. 76	(d) autism, intellectual disability, specific learning disability and mental illness;
5.		(e) multiple disabilities from amongst persons under clause (a) to (d) including deaf blindness.

(v) As per 13.1 of the said O.M., while filling up the reserved vacancies by promotion by selection, those PwBD candidates who are within the normal zone of consideration, shall be considered for promotion. However, if adequate number of PwBD candidates of the respective category are not available within the normal zone, the zone of consideration may be extended to five times the number of vacancies and the PwBD candidate falling within the extended zone may be considered for promotion. **In the event of non-availability of candidates even in the extended zone, the vacancy shall not be filled and be carried forward to the subsequent year.**

(vi) As per para 14.1 of DoPT's aforesaid O.M. dated 17.05.2022, persons selected/promoted against the quota of PwBDs have to be placed in the appropriate category viz. SC/ST/OBC/Unreserved, depending upon the category to which they belong in the roster meant for reservation of SCs/STs/OBCs.

(vii) There are total 83 vacancies (including 23 already filled) in the grade of Executive Assistant for the vacancy year 2022, therefore, as per DoPT's aforesaid OM dated 17.05.2022, 4 vacancies are reserved for the PwBDs for promotion to the grade of Executive Assistant. Since, there are available only 66 eligible Tax Assistants (including 23 already promoted) on 30.12.2022 for filling up the 83 vacancies of EA for the vacancy year 2022, therefore, out of 83 vacancies, only 66 vacancies of Executive Assistant can be filled up for the vacancy year 2022. As per

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the Roster prepared for the PwBDs categories, point number 1 to 66 of 1st cycle, are to be utilized for filling up 66 vacancies of Executive Assistant for the vacancy year 2022. Out of the aforesaid point number 1 to 66, point number 1 of the said roster is reserved for the blindness and low vision category (PwBDs), point number 26 is reserved for deaf and hard of hearing and point number 51 is reserved for locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy. Three eligible Tax Assistants belongs to the category of blindness/low vision, hard of hearing and locomotor (PwBDs), are available in the zone of consideration for promotion to the grade of Executive Assistant for the vacancy year 2022.

11. In terms of the DoPT's O.M. No.22011/4/2013-Estt. (D) dated 08.05.2017, the crucial date for determining the eligibility for promotion, is 01.01.2022 for the vacancy year 2022. As per the said O.M. dated 08.05.2017, the APARs for five years i.e. 2019-2020, 2018-19, 2017-2018, 2016-2017 and 2015-2016, have been taken into consideration for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022.

12. In terms of para 3.4 of DOPT's O.M. No.35034/7/97-Estt.(D) dated 08.02.2002, the bench mark for promotion in **selection posts** below the pre-revised pay scale of Rs. 12000-16500 (Revised as Rs. 15600-39100 + Grade Pay of Rs. 7600 and further revised as Level-12 in Pay Matrix Rs. 78800-209200), is 'Good' and the DPC shall grade the officer as 'Fit' or 'Unfit' only w.r.t. the bench mark of 'Good' only. Those who are graded as 'Fit' shall be included in the select panel prepared by the DPC in order of their inter-se-seniority in the feeder grade.

13. The DoP&T, New Delhi vide its O.M. No. 22011/5/86-Estt. (D), dated 10.04.1989 issued following guidelines for DPC :

- In term of para 6.2.1 (a) of the DPC guidelines, the DPC should consider CRs for equal number of years in respect of all officers consideration for promotion subject to (c) below.

- In term of para 6.2.1 (b) of the DPC guidelines, the DPC should assess the suitability of the employees for promotion on the basis of their service record and when particular reference to the CRs for the five preceding years irrespective of the qualifying service prescribed in the service/Recruitment Rules.

- In term of para 6.2.1 (c) of the DPC guidelines, where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the CRs of the years preceding the period in question.

- In term of para 6.2.1 (e) of the DPC guidelines, the DPC should not be guided merely by the overall grading, if any, that may be recorded in the CRs but should make its own assessment on the basis of the entries in the CRs, because it has been noticed that sometimes the overall grading in CR may be inconsistent with the grading under various parameters or attributes.

14. In terms of para 7 (g) of DOPT's OM No. 22011/4/2007-Estt (D) dated 28.04.2014 readwith para 13 of the DPC guidelines, in accessing the suitability of the officer on whom a penalty has been imposed, the DPC will take into account the circumstances leading to the imposition of the penalty and decided whether in the light of general service record of the officer and fact of imposition of penalty, the officer should be considered for promotion. The DPC, after due consideration, has authority to assess the officer as 'unfit' for promotion. However, where the DPC considers that despite the penalty the officer is suitable for promotion, the officer will be actually promoted only after the currency of penalty is over. As per para 7 (i) of the said DoPT's O.M. dated 28.04.2014, while there is no illegality in denying promotion during the currency of the penalty, denying promotion in such cases after the period of penalty is over would be in violation of the provisions of Article 20 of the Constitution.

15. The DPC held on 30.12.2022 had adopted the criteria for selection for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) that "the

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candidates whose grading in all 5 ACRs are at least 'Good' without any adverse remarks, are to be graded as 'Fit'. The candidates whose grading are less than 'Good' in these 5 ACRs or with any adverse remarks in any ACR(s), are to be graded as 'Unfit' for regular promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted)."

16.1 On the basis of the same criteria adopted by the DPC dated 30.12.2022, the recommendations of the Review DPC in respect of 66 Tax Assistants (including 23 already selected/promoted by the DPC held on 30.12.2022) for grant of promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted) for filling up 83 vacancies (65 UR + 12 SC + 6 ST) for the vacancy year 2022, are as under:

Sl. No.	Name of Tax Assistant (S/Shri/Ms.)	Category	Date of Birth	Date of joining as EA on promotion by the DPC held on 30.12.2022	Recommendations of the review DPC for promotion
1	2	3	4	5	6
1	Ms. Sunita Saini	OBC	25.11.1987	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
2	Arvind Sain	OBC	01.11.1981	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
3	Varun Yadav	OBC	24.03.1986	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
4	Rohit Priyadarshi	OBC	15.10.1986	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
5	Anil Birle	OBC	07.11.1982	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
6	Chanchal Sharma	Gen	17.05.1985	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
	Ms. Bhumika Gautam	Gen	14.06.1992	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
8	Puspendra Singh	OBC	30.06.1990	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
9	Om Prakash Dudi	OBC	04.11.1988	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
10	Koshal Kumar Rohilla	OBC	11.01.1990	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022

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Sl. No.	Name of Tax Assistant (S/Shri/Ms.)	Category	Date of Birth	Date of joining as EA on promotion by the DPC held on 30.12.2022	Recommendations on review DPC for promotion
11	Maneesh Kumar	SC	05.07.1985	30.12.2022	Already considered/ promoted by DPC held on 30.12.2022
12	Rishi Raj Pabari	ST	03.06.1985	30.12.2022	Already considered/ promoted by DPC held on 30.12.2022
13	Santosh Kumar Meena	ST	01.07.1989	30.12.2022	Already considered/ promoted by DPC held on 30.12.2022
14	Man Mohan Sharma	OBC	11.07.1986	Not considered by the DPC held on 30.12.2022	FIT
15	Smt. Raj Kala	SC	04.05.1981	30.12.2022	Already considered/ promoted by DPC held on 30.12.2022
16	Pranav Sharma	Gen	26.03.1989	Not considered by the DPC held on 30.12.2022	FIT
17	Rakesh Kumar Sharma	Gen	18.03.1990	Not considered by the DPC held on 30.12.2022	FIT
18	Kaptan Singh	Gen	10.07.1989	Not considered by the DPC held on 30.12.2022	FIT
19	Kripa Shankar Singhwal	Gen	05.09.1989	Not considered by the DPC held on 30.12.2022	FIT
20	Akhil Sheoran	Gen	29.07.1992	Not considered by the DPC held on 30.12.2022	FIT
21	Yogesh Sharma	Gen	24.01.1990	Not considered by the DPC held on 30.12.2022	FIT
22	Kuideep Singh Rajpurohit	Gen	07.10.1992	Not considered by the DPC held on 30.12.2022	FIT
23	Anant Kumar Garg	Gen	09.09.1989	Not considered by the DPC held on 30.12.2022	FIT
24	Nitesh Kumar Tiwari	Gen	07.02.1993	Not considered by the DPC held on 30.12.2022	FIT

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Sl. No.	Name of Tax Assistant (S/Shri/Ms.)	Category	Date of Birth	Date of joining as EA on promotion by the DPC held on 30.12.2022	Recommendations of the review DPC for promotion
25	Pardeep Kumar	Gen	14.12.1991	Not considered by the DPC held on 30.12.2022	FIT
26	Abhinav Sharma	Gen	20.01.1988	Not considered by the DPC held on 30.12.2022	FIT
27	Amandeep Gaur	Gen	19.08.1990	Not considered by the DPC held on 30.12.2022	FIT
28	Nepal	Gen	15.02.1992	Not considered by the DPC held on 30.12.2022	FIT
29	Arun Singh	OBC	17.04.1985	Not considered by the DPC held on 30.12.2022	FIT
30	Anil Kumar Sahu	OBC	20.04.1987	Not considered by the DPC held on 30.12.2022	FIT
31	Sunil Khileri	OBC	01.10.1987	Not considered by the DPC held on 30.12.2022	FIT
32	Amit Kumar Soni	OBC	04.08.1988	Not considered by the DPC held on 30.12.2022	FIT
33	Sanjay Kumar Jangid	OBC	05.03.1990	Not considered by the DPC held on 30.12.2022	FIT
34	Rohitashwa Kumar Yadav	OBC	15.06.1988	Not considered by the DPC held on 30.12.2022	FIT w.e.f. 06.02.2023 (i.e. after expiry of penalty period)
35	Pradeep Bhuria	OBC	17.10.1987	Not considered by the DPC held on 30.12.2022	FIT
36	Arman	OBC	26.02.1992	Not considered by the DPC held on 30.12.2022	FIT
37	Deepak Mahala	OBC	19.06.1990	Not considered by the DPC held on 30.12.2022	FIT

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Sl. No.	Name of Tax Assistant (S/Shri/Ms.)	Category	Date of Birth	Date of joining as EA on promotion by the DPC held on 30.12.2022	Recommendation review DPC for pr
38	Pradeep Kumar	OBC	01.07.1984	Not considered by the DPC held on 30.12.2022	FIT
39	Narendra Kumar	SC	15.10.1986	Not considered by the DPC held on 30.12.2022	FIT
40	Dhananand Tukaram Chanchalkar	SC	30.08.1989	Not considered by the DPC held on 30.12.2022	FIT
41	Phool Singh Mahawar	SC	03.01.1992	Not considered by the DPC held on 30.12.2022	FIT
42	Pankaj Meena	ST	27.06.1991	Not considered by the DPC held on 30.12.2022	FIT
43	Laxmi Narayan Meena	ST	04.06.1988	Not considered by the DPC held on 30.12.2022	FIT
44	Kushal Dubey	Gen (PH-HH)	04.09.1987	Not considered by the DPC held on 30.12.2022	FIT
45	Smt. Rajrani Sharma	Gen	20.01.1980	31.12.2022	Already consider selected/ promoted/ DPC held on 30.12.
46	Vishwas Morya	SC	09.08.1991	30.12.2022	Already consider selected/ promoted/ DPC held on 30.12.
47	Neeraj Kumar Agrawal	Gen (PH-VH)	01.07.1989	30.12.2022	Already consider selected/ promoted/ DPC held on 30.12.
48	Amit Verma	SC	04.01.1990	30.12.2022	Already consider selected/ promoted/ DPC held on 30.12.
49	Subhash Banshiwal	SC	07.08.1987	30.12.2022	Already consider selected/ promoted/ DPC held on 30.12.
50	Dilip Kumar	SC	16.06.1986	30.12.2022	Already consider selected/ promoted/ DPC held on 30.12.
51	Mahesh Kumar Chaudhary	OBC	25.12.1986	30.12.2022	Already consider selected/ promoted/ DPC held on 30.12.

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Sl. No.	Name of Tax Assistant (S/Shri/Ms.)	Category	Date of Birth	Date of joining as EA on promotion by the DPC held on 30.12.2022	Recommendations of the review DPC for promotion
52	Ms. Chhoti Bai Meena	ST	02.07.1988	30.12.2022	Already considered/ selected/ promoted by the DPC held on 30.12.2022
53	Muthresh Sharma	Gen	06.07.1967	Not considered by the DPC held on 30.12.2022	FIT
54	Shanta Prakash Tailor	Gen	05.09.1971	Not considered by the DPC held on 30.12.2022	FIT
55	Bhagwan Sahai	SC	09.06.1965	Not considered by the DPC held on 30.12.2022	FIT
56	Ashok Kumar Saiwal	Gen	15.06.1969	Not considered by the DPC held on 30.12.2022	FIT
57	Lokendra Kumar	Gen	15.07.1970	Not considered by the DPC held on 30.12.2022	FIT
58	Man Singh Gurjar	OBC	15.08.1970	Not considered by the DPC held on 30.12.2022	FIT
59	Gulab Singh Chauhan	OBC	08.02.1975	Not considered by the DPC held on 30.12.2022	FIT
60	Amar Singh	OBC	05.04.1970	Not considered by the DPC held on 30.12.2022	FIT
61	Pawan Kumar Dogra	Gen	23.07.1974	Not considered by the DPC held on 30.12.2022	FIT
62	Ramesh Chand Soni	OBC	26.12.1969	Not considered by the DPC held on 30.12.2022	FIT
63	Yashpal	Gen	09.02.1977	Not considered by the DPC held on 30.12.2022	FIT
64	Ramesh Sharma	Gen	18.02.1977	Not considered by the DPC held on 30.12.2022	FIT
65	Manish Verma	SC	15.11.1997	Not considered by the DPC held on 30.12.2022	FIT

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 राजेश किंसा
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Sl. No.	Name of Tax Assistant (S/Shri/Ms.)	Category	Date of Birth	Date of joining as EA on promotion by the DPC held on 30.12.2022	Recommendations for review DPC for promotion
66	Ram Kishan Meena	ST (PH-OH)	02.01.1991	30.12.2022	Already considered/ promoted in DPC held on 30.12.2022

16.2.1 In respect of Shri Ramesh Sharma, Tax Assistant (S.No.64), on perusal of his APAR for the period from 12.09.2018 to 31.03.2019, it is noted that the Reporting Officer has mentioned that his integrity is doubtful and a secret note is attached. However, on thorough perusal of APAR, no such secret note was found attached.

16.2.2 Further, it is noted that Shri Ramesh Sharma, Tax Assistant represented against the adverse remarks given in Integrity column (Point No. 5) as well as Pen Picture (Point No. 6) of the APAR and the Reviewing Authority i.e. Shri Hemant Hingonia, Dy. Commissioner has commented on the said representation that "during the period under report, there was not a single instance where the officer was found lacking in the absolute integrity. He is totally trustworthy and any time of confidential work may be assigned to him."

16.2.3 Further, the representation was decided by Shri Mahendra Singh, Additional Commissioner vide Order dated 13.01.2020 wherein he found that "the adverse observation (Doubtful Integrity & inefficient in work) made by the reporting officer in Item No. 5 (Integrity) & item number 6 (Pen Picture) of Section-III of APAR have not been substantiated by the Reporting Officer by any evidence and that such unsubstantiated remarks deserves to be expunged."

16.2.4 The DPC considered all the documents available on record in this regard and is of unanimous view that that the adverse remarks made by the Reporting Officer regarding the integrity of the officer reported upon (Shri Ramesh Sharma) are un-substantiated. Further, the DPC also took note of the fact that the other relevant APARs including the APAR for the year 2018-19 (01.04.2018 to 11.09.2018) of the officer has been accorded as 'Outstanding' as overall grade with positive remarks and no adverse remarks regarding the Integrity of the officer was found in these APARs.

16.2.5 In view of the above, the DPC unanimously decided in favour of ignoring un-substantiated adverse remarks made by the Reporting Officer in respect of integrity of Shri Ramesh Sharma, TA for the APAR period from 12.09.2018 to 31.03.2019.

On the basis of the recommendations of the DPC held on 30.12.2022 and the present Review DPC, the select panel of 66 Tax Assistants for promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted) for filling up 66 vacancies out of 83 vacancies for the vacancy year 2022 and for determining/ fixation of seniority in the cadre of Executive Assistant, Group 'B' (Non-Gazetted) in terms of para-18.4.3 of the DPC guidelines regarding review DPC, is drawn as under:

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Sl. No.	Name of Tax Assistant (S/Shri/Ms.)	Category	Date of Birth	Remarks
1	2	3	4	5
1	Ms. Sunita Saini	OBC	25.11.1987	Already promoted as EA on 30.12.2022
2	Arvind Sain	OBC	01.11.1981	Already promoted as EA on 30.12.2022
3	Varun Yadav	OBC	24.03.1986	Already promoted as EA on 30.12.2022
4	Rohit Priyadarshi	OBC	15.10.1986	Already promoted as EA on 30.12.2022
5	Anil Birle	OBC	07.11.1982	Already promoted as EA on 30.12.2022
6	Chanchal Sharma	Gen	17.05.1985	Already promoted as EA on 30.12.2022
7	Ms. Bhumika Gautam	Gen	14.06.1992	Already promoted as EA on 30.12.2022
8	Puspendra Singh	OBC	30.06.1990	Already promoted as EA on 30.12.2022
9	Om Prakash Dudi	OBC	04.11.1988	Already promoted as EA on 30.12.2022
10	Koshal Kumar Rohilla	OBC	11.01.1990	Already promoted as EA on 30.12.2022
11	Maneesh Kumar	SC	05.07.1985	Already promoted as EA on 30.12.2022
12	Rishi Raj Pabari	ST	03.06.1985	Already promoted as EA on 30.12.2022
13	Santosh Kumar Meena	ST	01.07.1989	Already promoted as EA on 30.12.2022
14	Man Mohan Sharma	OBC	11.07.1986	-
15	Smt. Raj Kala	SC	04.05.1981	Already promoted as EA on 30.12.2022
16	Pranav Sharma	Gen	26.03.1989	-
17	Rakesh Kumar Sharma	Gen	18.03.1990	-
18	Kaptan Singh	Gen	10.07.1989	-
19	Kripa Shankar Singhwal	Gen	05.09.1989	-
20	Akhil Sheoran	Gen	29.07.1992	-
21	Yogesh Sharma	Gen	24.01.1990	-
22	Kuldeep Singh Rajpurohit	Gen	07.10.1992	-
23	Anant Kumar Garg	Gen	09.09.1989	-
24	Nitesh Kumar Tiwari	Gen	07.02.1993	-
25	Pardeep Kumar	Gen	14.12.1991	-
26	Abhinav Sharma	Gen	20.01.1988	-
27	Amandeep Gaur	Gen	19.08.1990	-

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Sl. No.	Name of Tax Assistant (S/Shri/Ms.)	Category	Date of Birth	Remarks
28	Nepal	Gen	15.02.1992	-
29	Arun Singh	OBC	17.04.1985	-
30	Anil Kumar Sahu	OBC	20.04.1987	-
31	Sunil Khileri	OBC	01.10.1987	-
32	Amit Kumar Soni	OBC	04.08.1988	-
33	Sanjay Kumar Jangid	OBC	05.03.1990	-
34	Rohitashwa Kumar Yadav	OBC	15.06.1988	-
35	Pradeep Bhuria	OBC	17.10.1987	-
36	Arman	OBC	26.02.1992	-
37	Deepak Mahala	OBC	19.06.1990	-
38	Pradeep Kumar	OBC	01.07.1984	-
39	Narendra Kumar	SC	15.10.1986	-
40	Dhananand Tukaram Chanchalkar	SC	30.08.1989	-
41	Phool Singh Mahawar	SC	03.01.1992	-
42	Pankaj Meena	ST	27.06.1991	-
43	Laxmi Narayan Meena	ST	04.06.1988	-
44	Kushal Dubey	Gen (PH-HH)	04.09.1987	-
45	Smt. Rajrani Sharma	Gen	20.01.1980	Already promoted as EA on 30.12.2022
46	Vishwas Morya	SC	09.08.1991	Already promoted as EA on 30.12.2022
47	Neeraj Kumar Agrawal	Gen (PH-VH)	01.07.1989	Already promoted as EA on 30.12.2022
48	Amit Verma	SC	04.01.1990	Already promoted as EA on 30.12.2022
49	Subhash Banshiwal	SC	07.08.1987	Already promoted as EA on 30.12.2022
50	Dilip Kumar	SC	16.06.1986	Already promoted as EA on 30.12.2022
51	Mahesh Kumar Chaudhary	OBC	25.12.1986	Already promoted as EA on 30.12.2022
52	Ms. Chhoti Bai Meena	ST	02.07.1988	Already promoted as EA on 30.12.2022
53	Muthresh Sharma	Gen	06.07.1967	-
54	Shanta Prakash Tailor	Gen	05.09.1971	-

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Sl. No.	Name of Tax Assistant (S/Shri/Ms.)	Category	Date of Birth	Remarks
55	Bhagwan Sahai	SC	09.06.1965	-
56	Ashok Kumar Saiwal	Gen	15.06.1969	-
57	Lokendra Kumar	Gen	15.07.1970	-
58	Man Singh Gurjar	OBC	15.08.1970	-
59	Gulab Singh Chauhan	OBC	08.02.1975	-
60	Amar Singh	OBC	05.04.1970	-
61	Pawan Kumar Dogra	Gen	23.07.1974	-
62	Ramesh Chand Soni	OBC	26.12.1969	-
63	Yashpal	Gen	09.02.1977	-
64	Ramesh Sharma	Gen	18.02.1977	-
65	Manish Verma	SC	15.11.1997	-
66	Ram Kishan Meena	ST (PH-OH)	02.01.1991	Already promoted as EA on 30.12.2022

16.4 Since, out of the aforesaid 66 Tax Assistant, 23 Tax Assistants have already been promoted to the grade of Executive Assistant, Group 'B' (Non-Gazetted) vide Establishment/CCU Order No. 43/2022 dated 30.12.2022, therefore, in terms of Para-18.4.3 of the DPC guidelines regarding Review DPC the remaining following 43 Tax Assistants who have been selected by this Review DPC, are to be granted notional promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) w.e.f. 30.12.2022 (except one Tax Assistant mentioned below at S.No. 20), when their junior(s) was/were promoted to the grade of Executive Assistant, Group 'B' (Non-Gazetted):

S. No	Name of Tax Assistant	Cat.	Date of Birth	Placement/fixation of seniority in the grade of EA above to	Remarks
1	Man Mohan Sharma	OBC	11.07.1986	Smt. Raj Kala (SC) who was promoted as EA vide EO/CCU No. 43/2022 dated 30.12.2022	
2	Pranav Sharma	Gen	26.03.1989	Smt. Rajrani Sharma who was promoted as EA vide EO/CCU No. 43/2022 dated 30.12.2022	
	Rakesh Kumar Sharma	Gen	18.03.1990		
	Kaptan Singh	Gen	10.07.1989		
5	Kripa Shankar Singhwal	Gen	05.09.1989		
6	Akhil Sheoran	Gen	29.07.1992		
7	Yogesh Sharma	Gen	24.01.1990		
8	Kuldeep Singh Rajpurohit	Gen	07.10.1992		
9	Anant Kumar Garg	Gen	09.09.1989		
10	Nitesh Kumar Tiwari	Gen	07.02.1993		
11	Pardeep Kumar	Gen	14.12.1991		
12	Abhinav Sharma	Gen	20.01.1988		

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S. No	Name of Tax Assistant	Cat.	Date of Birth	Placement/fixation of seniority in the grade of EA above to	Remarks
13	Amandeep Gaur	Gen	19.08.1990		
14	Nepal	Gen	15.02.1992		
15	Arun Singh	OBC	17.04.1985		
16	Anil Kumar Sahu	OBC	20.04.1987		
17	Sunil Khileri	OBC	01.10.1987		
18	Amit Kumar Soni	OBC	04.08.1988		
19	Sanjay Kumar Jangid	OBC	05.03.1990		
20	Rohitashwa Kumar Yadav	OBC	15.06.1988		To be promoted w.e.f. 06.02.2023 (i.e. after expiry of penalty period)
21	Pradeep Bhuria	OBC	17.10.1987		
22	Arman	OBC	26.02.1992		
23	Deepak Mahala	OBC	19.06.1990		
24	Pradeep Kumar	OBC	01.07.1984		
25	Narendra Kumar	SC	15.10.1986		
26	Dhananand Tukaram Chanchalkar	SC	30.08.1989		
27	Phool Singh Mahawar	SC	03.01.1992		
28	Pankaj Meena	ST	27.06.1991		
29	Laxmi Narayan Meena	ST	04.06.1988		
30	Kushal Dubey	Gen (PH-HH)	04.09.1987		
31	Muthresh Sharma	Gen	06.07.1967	Sh. Ram Kishan Meena (ST)	
32	Shanta Prakash Tailor	Gen	05.09.1971	who was promoted as EA vide EO/CCU No. 43/2022 dated 30.12.2022	
33	Bhagwan Sahai	SC	09.06.1965		
34	Ashok Kumar Saiwal	Gen	15.06.1969		
35	Lokendra Kumar	Gen	15.07.1970		
36	Man Singh Gurjar	OBC	15.08.1970		
37	Gulab Singh Chauhan	OBC	08.02.1975		
38	Amar Singh	OBC	05.04.1970		
39	Pawan Kumar Dogra	Gen	23.07.1974		
40	Ramesh Chand Soni	OBC	26.12.1969		
41	Yashpal	Gen	09.02.1977		
42	Ramesh Sharma	Gen	18.02.1977		
43	Manish Verma	SC	15.11.1997		

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16/05/2023
(C. P. GOYAL)
PRINCIPAL COMMISSIONER
CGST & CE COMMISSIONERATE, JAIPUR
CHAIRMAN

16.05.23
(SUMIT KUMAR YADAV)
ADDITIONAL COMMISSIONER (CCU)
CGST & CE COMMISSIONERATE,
JAIPUR,
MEMBER

16/05/2023
(R. S. MEENA)
ASSISTANT COMMISSIONER AUDIT
COMMISSIONERATE,
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2.4 In terms of the Board's aforesaid letter dated 27.10.2011, the services rendered by the said 7 ICT Tax Assistants in their parent zones, were counted for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted). The details of said 7 ICT Tax Assistants, are as under :-

Sl. No.	Sl. No. of seniority list of Tax Assistant issued as on 30.06.22	Name of the Tax Assistant S/Shri/Ms.	Category	Date of Birth	Parent Zone	Date of joining as Tax Assistant in parent zone	Date of joining as Tax Assistant in Jaipur Zone on ICT	Date passing the departmental Examination
1	2	3	4	5	6	7	8	9
1.	49	Neeraj Kumar Agrawal	Gen (PH-OH)	01.07.89	Vishakhapatnam	19.05.14	26.09.16	11.01.18
2.	50	Amit Verma	SC	04.01.90	Vishakhapatnam	19.03.14	03.10.16	11.01.18
3.	51	Subhash Banshiwal	SC	07.08.87	Mumbai	04.02.14	03.10.16	22.04.18
4.	52	Dillip Kumar	SC	16.06.86	Mumbai	19.02.14	03.10.16	19.10.18
5.	53	Mahesh Kumar Choudhary	OBC	25.12.86	Mumbai	09.10.12	13.10.16	06.04.18
6.	54	Ms. Chhoti Bai Meena	ST	02.07.88	Pune	04.03.14	13.10.16	03.10.18
7.	68	Ram Kishan Meena	ST (PH-OH)	02.01.91	Bangalore	27.03.14	22.01.18	27.10.18

3.1 It is submitted that the Board vide letter F.No. A.12018/01/2012-Ad.III(B) dated 04.01.2023 had sought the views/opinion on the following issues raised by the Bhopal Zone with reference to the Board's aforesaid letter dated 29.12.2022:

- Whether the TAs who are senior to the TAs being considered for promotion under One Time Relaxation (OTR), shall also be considered by giving further relaxation as per the **Senior-Junior clause** in RRs.
- Whether the promotion shall be on notional basis from 01.01.2022.

The comments mentioning the reasons and action taken by this zone in the matter, were sent to the Board vide this office letter F.No. II-3(12)CCU/JZ/2022/81 dated 06.01.2023. P.60

3.2 In the matter, the Board vide letter F.No. A.12018/01/2012-Ad.III(B) dated 17.01.2023 clarified the aforesaid 2 queries, as under: P.8

"For Query (i)

- The TAs who were in position in the zone as on 28.9.2015 and completed more than six years of service as on 1.1.22 are eligible to be considered under OTR.
- The eligibility of ICT officers who joined the zone after 28.09.2015 and the application of senior junior clause with OTR, factoring in such ICT officers, is under examination and decision, if any, will be conveyed later on.
- The eligibility of those fulfilling both the elements of OTR, as stated in point (a) above, is clear. Hence, CCAs may hold DPCs to promote those fulfilling the two conditions mentioned in point (a) above, carry out promotions and report the promotions on the DPC module of DGHRD, duly mentioning "OTR for EA" in remarks column.

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- d. CCAs may wait for further orders regarding eligibility of those who joined zone on ICT after 28.09.2015 and applicability of Senior Junior clause as a consequence.

For Query (ii)

Notional promotions w.e.f. 01.01.2022 are not admissible as per DoP&T's O.M. dated 13.07.2021 and promotions under OTR Scheme will be with prospective effect.

It has also been re-iterated by the Board that the consequent vacancies are being factored in the DR vacancy calculations for CGLE 2022 and 2023, and therefore top priority may be accorded to this subject."

3.3 Further, the Board vide letter F.No. A.32018/01/2023-Ad.IIIA dated 25.01.2023 stated that applicability of **Senior Junior Clause** to OTR for EA in relation to interse seniority based on 2014 OM of DoPT (NR Parmar judgment), Compassionate appointees and sports quota recruits, is under examination and clarification, if any, will be share later. The Board has also directed to immediately carry out DPCs, in relation to OTR for EA, promoting all those who qualify the two condition in para 2 (a) of Board's aforesaid letter dated 17.01.2023 **without invoking senior junior clause.**

3.4 The Board vide aforesaid letters dated 17.01.2023 and 25.01.2023 had stated that the eligibility of ICT officers who joined the zone after 28.09.2015 and the application of Senior Junior clause with OTR, is under examination and CCAs may wait for further orders on these issues.

4.1 Now, the Board vide email dated 15.05.2023 has forwarded Board's letter F.No.A.12018/01/2012.AD.III.B dated 15.05.2023 for necessary action. The Board vide aforesaid letter dated 15.05.2023 with reference to its earlier letter dated 17.01.2023 and 25.01.2023 regarding One Time Relaxation (OTR) in Recruitment Rules for the post of Executive Assistant (EA) in Central Board of Indirect Taxes & Customs (CBIC) field formations, Department of Revenue, Ministry of Finance, has stated as under:

"2. It has been decided by competent authority that

(i) OTR for EA has to be read harmoniously with the provisions of RRs of EA, including Senior Junior clause. In case a junior is eligible under OTR, his / her seniors also be considered as per senior junior clause, provided such a senior has a minimum of 4 years qualifying service as on 01.01.2022 (reducing two years from the six years qualifying service with which the junior is being promoted).

(ii) **All those who joined in TA grade, in any field formation of CBIC, on or before 28.09.2015 to be considered eligible for OTR.** In case of ICT transferees who joined in TA grade initially on or before 28.09.2015 and got transferred to another zone after 28.09.2015, **the current zone** where they are posted should consider them under OTR, duly counting the length of service from date on which they joined as TA initially in the previous zone.

3. CCAs are requested to do the needful based on the above clarification and report details of promotions made to DGHRD (HRM-II) within a month of issue of this letter. **Where CCAs have carried out initial DPCs to give effect to OTR as per Board's earlier letters, review DPCs may be carried out to give effect to the above decision contained in para 2."**

In view of the above Review DPC is to be held in respect of DPC held on 30.12.2022 for promotion of Tax Assistants, Group 'C' to the grade of Executive Assistant Group 'B' (Non-Gazetted) for filling up 83 vacancies for the vacancy year 2022.

4.2 It is informed that following 66 Tax Assistants (including 23 who have already been promoted as Executive Assistant) are fulfilling all the terms and conditions as stipulated in the

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Out of the aforesaid 66 Tax Assistants, 23 Tax Assistants have already been promoted to the grade of Executive Assistant after selection by the DPC held on 30.12.2022 in terms of Board's aforesaid letter dated 29.12.2022, vide this office Establishment/CCU Order No.43/2022 dated 30.12.2022. Now, the remaining 43 eligible Tax Assistants (66 - 23 already promoted) are to be considered for regular promotion to the grade of Executive Assistant by this Review DPC in respect of DPC held on 30.12.2022.

S. No.	Name of Tax Assistant S/Shri/Ms.	Date of birth	Date of joining as TA	Date of passing the departmental examination	Date of joining as EA on promotion after the DPC held on 30.12.2022	Remarks
48.	Amit Verma (SC)	04.01.1990	19.03.2014/03.10.2016 (ICT)	11.01.16	30.12.22	
49.	Subhash Banshiwal (SC)	07.08.1987	04.02.2014/03.10.2016 (ICT)	22.04.16	30.12.22	
50.	Dilip Kumar (SC)	16.06.1986	19.02.2014/03.10.2016 (ICT)	19.10.16	30.12.22	
51.	Mahesh Kumar Chaudhary (OBC)	25.12.1986	09.10.2012/13.10.2016 (ICT)	06.04.15	30.12.22	
52.	Ms. Chhoti Bai Meena (ST)	02.07.1988	04.03.2014/13.10.2016 (ICT)	03.10.16	30.12.22	
53.	Muthresh Sharma (Gen.)	06.07.1967	01.04.2017	14.11.2019	Not considered by the DPC dated 30.12.2022	To be considered in this Review DPC
54.	Shanta Prakash Tailor (Gen.)	05.09.1971	01.04.2017	14.11.2019		
55.	Bhagwan Sahai (SC)	09.06.1965	01.04.2017	14.11.2019		
56.	Ashok Kumar Satwal (Gen.)	15.06.1969	01.04.2017	14.11.2019		
57.	Lokendra Kumar (Gen.)	15.07.1970	01.04.2017	14.11.2019		
58.	Man Singh Gurjar (OBC)	15.08.1970	01.04.2017	14.11.2019		
59.	Guilab Singh Chauhan (OBC)	08.02.1975	01.04.2017	14.11.2019		
60.	Amar Singh (OBC)	05.04.1970	01.04.2017	14.11.2019		
61.	Pawan Kumar Dogra (Gen.)	23.07.1974	01.04.2017	14.11.2019		
62.	Ramesh Chand Soni (OBC)	26.12.1969	01.04.2017	14.11.2019		
63.	Yashpal (Gen.)	09.02.1977	01.04.2017	14.11.2019		
64.	Ramesh Sharma (Gen.)	18.02.1977	01.04.2017	14.11.2019		
65.	Manish Verma (SC)	15.11.1997	12.05.2017	14.11.2019		
66.	Ram Kishan Meena(ST) (PH-OH)	02.01.1991	27.03.2014/22.01.2018 (ICT)	27.10.2015	30.12.22	

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5. (i) As per para 18.1 of DPC guidelines, the proceedings of any DPC may be reviewed only if the DPC has not taken all material facts into consideration or if material facts have not been brought to the notice of the DPC or if there have been grave errors in the procedure followed by the DPC. Thus, it may be necessary to convene review DPCs to rectify certain unintentional mistakes, e.g. -

- (a) where eligible persons were omitted to be considered ; or
- (b) where ineligible persons were considered by mistake ; or
- (c) where the seniority of a person is revised with retrospective effect resulting in variance of the seniority list placed before the DPC ; or
- (d) where some procedural irregularity was committed by a DPC ; or
- (e) where adverse remarks in the CRs were toned down or expunged after the DPC had considered the case of the officer.

It has also been mentioned in the said para that these instances are not exhaustive but only illustrative.

(ii) Further, as per para 18.4.3 regarding review DPC, if the officers placed junior to the officer concerned have been promoted, he should be promoted immediately and if there is no vacancy, the junior most person officiating in the higher grade should be reverted to accommodate him. **On promotion, his pay should be fixed under FR-27 at the stage it would have reached, had he been promoted from the date the officer immediately below him was promoted but no arrears would be admissible.** The seniority of the officer would be determined in the order in which his name, on review, has been placed in the select list by DPC. If in any such case a minimum period of qualifying service is prescribed for promotion to higher grade, the period from which an officer placed below the officer concerned in the select list was promoted to the higher grade, should reckoned towards the qualifying period of service for the purpose of determining his eligibility for promotion to the next higher grade.

6. As per Post Based Roster, the category-wise position in the grade of Executive Assistant, Group 'B' Non Gazetted for filling up 83 vacancies for the panel/vacancy year 2022 is as under :-

Category	Posts Earmarked	Working	Vacancies
Unreserved	67	2	65
SC	12	0	12
ST	6	0	6
Total	85	2	83

In view of the above, out of 83 vacancies in the grade of Executive Assistant, Group 'B' Non-Gazetted, 65 vacancies are unreserved, 12 are reserved for the SC category and 6 are reserved for the ST category.

7.1 As per DoP&T's O.M. No. 36012/11/2016-Estt. (Res.), dated 30.09.2016, till such time that the SLP(s) are decided by the Hon'ble Supreme Court, while considering promotion, the DOPT O.M. dated 10.08.2010 and Railway Board circular dated 14.09.2010 regarding reservation in promotion - **Treatment of SC/ST candidates promoted on their own merit are not to be relied upon.**

7.2 The then Chief Commissioner, GST & Central Excise, Jaipur Zone, Jaipur has decided on 20.03.2017 on Note Sheet Page No. VIII-IX of F.No. II-3(6) CCU/JZ/2010/Pt., to the effect that the promotions may be effected keeping in view the Board's clarification in terms of DOPT's OM dated 30.09.2016 by not relying on the DoP&T O.M. No. 36012/45/2005-Estt. (Res.) dated 10.08.2010 and reservation in normal course may be provided. In other words, the SC/ST candidates appointed by promotion on their own merit and seniority, are to be adjusted against the reserved points of reservation roster. The further promotions will be provided subject to the outcome of the SLP(s) / Contempt Petition and decision taken by the DoP&T in

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the matter. Accordingly, the CBEC has been informed vide this office letter C.No. II-3(6) CCU/JZ/2010/Pt./5999-6000 dated 29.03.2017. ✓ P-78 P-79

7.3 The DoPT vide O.M No. 36012/16/2019-Estt. (Res.) dated 12.04.2022 has issued the instructions (regarding Reservation in promotions – procedure to be followed prior to effecting reservation in the matter of promotions by all departments of the Central Government) in pursuance of judgement dated 28.01.2022 of the Hon'ble Supreme Court of India in the case of **Jarnail Singh** and Ors. V Lachmi Narain Gupta and Ors. The para 2 of the said O.M. dated 12.04.2022 is reproduced as under:

“2 In the judgement dated 28.01.2022, the Supreme Court has set out the conditions that are to be satisfied by the Government for the purpose of implementing the policy of reservations in promotions. These conditions are:

- (i) Collection of quantifiable data regarding inadequacy of representation of Scheduled Castes and Scheduled Tribes;
- (ii) Application of this data to each cadre separately; and
- (iii) If a roster exists, the unit for operation of the roster would be the cadre for which the quantifiable data would have to be collected and applied in regard to the filling up of the vacancies in the roster.

This judgement currently holds the field.

3. All the Ministries/Departments are required to ensure that the above conditions are complied with before implementing the policy of reservation in promotions and carrying out any promotions based thereon.

4. For this purpose, all Ministries/Departments are also required to ensure the following:

- a. In terms of DoPT OM No. 43011/153/2010-Estt (res.) dated 04.01.2013, the Liaison Officer shall ensure that **the reservation rosters are strictly maintained as per the instructions/guidelines, laid down in DoPT OM No. 36012/2/96-Estt (Res.), dated 02.07.1997.**
- b. In order to ensure maintenance of efficiency of administration, the DPC shall carefully assess the suitability of the officers, being considered for promotion.
- c. The appointing authority shall issue the appointment/promotion orders only after satisfying itself that the conditions mentioned in paragraph 2 and sub para (a) & (b) of this paragraph have been fully complied with.

5. Since the **Jarnail Singh** batch of cases is pending in the Supreme Court of India, any promotion order shall be subject to further orders that may be passed by the Supreme Court in the said batch of cases.

6. All Ministries/Departments are requested to urgently bring these instructions to the notice of all their attached/ subordinate offices as also the Public Sector Undertakings and Statutory Bodies etc. for adherence and strict compliance.”

7.4 It is submitted that the reservation rosters for promotions have been maintained as per the instructions/guidelines, laid down in DoPT OM No. 36012/2/96-Estt. (Res.), dated 02.07.1997. The C&AG vide Circular No. 9/NGE//98 No. 108/NGE. (App.)3/97, dated 23.01.1998 had issued clarification of doubts in DoPT's O.M. No. 36012/2/96-Estt. (RES.) dated 02.07.1997. As per doubt No. 5 of said circular dated 23.01.1998, “own merit” concept is not applicable in promotions.

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In view of the aforesaid instructions, if any reserved category candidate is selected for promotion to the grade of Executive Assistant, Group 'B' (Non Gazetted), he/she will be adjusted against the reservation. In case, there is no reserved vacancy and reserved category candidate is selected on the basis of his/her seniority, he/she will, however, get promotion but will be adjusted in future when relevant reserved category vacancy will arise in the grade of Executive Assistant, Group 'B' (Non Gazetted).

8. As per the Recruitment Rules of Executive Assistants, Group 'B' (Non-Gazetted), the post of Executive Assistant is to be filled up by '**Selection**' method. As per the instructions contained in the DOPT's O.M. No.22011/2/2002-Estt(D) dated 06.01.2006 regarding size of zone of consideration for promotion by '**Selection**' method, the normal zone of consideration for filling up 83 regular vacancies is 128 but only 66 eligible Tax Assistants are available in the normal zone of consideration for promotion to the grade of Executive Assistant. Therefore, a consideration list of 66 Tax Assistants (including 23 Tax Assistants who were considered/selected and promoted as EA by the DPC held on 30.12.2022), has been prepared for consideration for promotion to the grade of Executive Assistant for filling up 83 vacancies (including 23 already filled) for the vacancy year 2022. P-89

9. The Ministry vide letter F.No. A-10A60/42/2021-Ad.H.B dated 17.06.2022 has forwarded DoPT's OM dated 17.05.2022 issued under F.No. 36012/1/2020-Estt.(Res.II) regarding reservation in promotion to Persons with Benchmark Disabilities (PwBDs). As per the said OM dated 17.05.2022, four percent of vacancies for promotion to the grade of Executive Assistant, Group 'B' (Non-Gazetted) shall be reserved for PwBDs. P-93

(ii) As per para 2.2 of the said OM, against the posts identified for each disability, one per cent each shall be reserved for PwBDs under clauses (a), (b) and (c), respectively and one per cent combined, under clauses (d) and (e) below :- P-94

- blindness and low vision;
- deaf and hard of hearing;
- locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attach victims and muscular dystrophy;
- autism, intellectual disability, specific learning disability and mental illness;
- multiple disabilities from amongst persons under clause (a) to (d) including deaf blindness.

As per para 7.2 of the said O.M., in the case of promotion by selection, PwBDs selected without relaxed standards, along with other candidates, will not be adjusted against the reserved share of vacancies. The reserved vacancies will be filled up separately from amongst the eligible candidates with benchmark disabilities who are lower in merit than the last candidate in merit list but, otherwise found suitable for appointment, if necessary, by relaxed standards. P-97

(iv) As per para 10.3 ibid, points 1, 26, 51 and 76 of the roster shall be earmarked for PwBDs – one point each for category under (a), (b), (c) of Para 2.2 of said O.M. {as mentioned in para 8 (ii) above}, respectively, and one point for category (d) and (e) conjointly. The Head of establishment shall ensure that vacancies identified at Sl. No. 1, 26, 51 and 76 are earmarked for the respective categories of the PwBD. However, the Head of Department shall decide the placement of the selected candidate in the roster/register. In other words, the category to be appointed first will be decided by the Head of Department based on the functional requirement. P-98

(iv) Being Head of Department, the Principal Commissioner, CGST & Central Excise, Jaipur has decided the placement of candidate of PwBD category for promotion of Tax Assistants to the grade of Executive Assistant, Group 'B' (Non-Gazetted) in following order at Note #10 of e-office file II(3)/APPT/106/2022-ESTT :-

Sl. No.	Block/Roster Point	PwBDs category
1.	1 st Block – Point No. 01	(a) blindness and low vision
2.	2 nd Block – Point No. 26	(b) deaf and hard of hearing;

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3.	3 rd Block – Point No. 51	(c) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attach victims and muscular dystrophy;
4.	4 th Block – Point No. 76	(d) autism, intellectual disability, specific learning disability and mental illness;
5.		(e) multiple disabilities from amongst persons under clause (a) to (d) including deaf blindness.

P-101 (v) As per 13.1 of the said O.M., while filling up the reserved vacancies by promotion by selection, those PwBD candidates who are within the normal zone of consideration, shall be considered for promotion. However, if adequate number of PwBD candidates of the respective category are not available within the normal zone, the zone of consideration may be extended to five times the number of vacancies and the PwBD candidate falling within the extended zone may be considered for promotion. **In the event of non-availability of candidates even in the extended zone, the vacancy shall not be filled and be carried forward to the subsequent year.**

P-102 (vi) As per para 14.1 of DoPT's aforesaid O.M. dated 17.05.2022, persons selected/promoted against the quota of PwBDs have to be placed in the appropriate category viz. SC/ST/OBC/Unreserved, depending upon the category to which they belong in the roster meant for reservation of SCs/STs/OBCs.

(vii) There are total 83 vacancies in the grade of Executive Assistant for the vacancy year 2022, therefore, as per DoPT's aforesaid OM dated 17.05.2022, 4 vacancies are reserved for the PwBDs for promotion to the grade of Executive Assistant. Since, there are available only 66 eligible Tax Assistants (including 23 already promoted) for filling up the 83 vacancies of EA for the vacancy year 2022, therefore, out of 83 vacancies, only 66 vacancies of Executive Assistant can be filled up for the vacancy year 2022. As per the Roster prepared for the PwBDs categories, point number 1 to 66 of 1st cycle, are to be utilized for filling up 66 vacancies of Executive Assistant for the vacancy year 2022. Out of the aforesaid point number 1 to 66, point number 1 of the said roster, is reserved for the blindness and low vision category (PwBDs), point number 26 is reserved for deaf and hard of hearing and point number 51 is reserved for locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attach victims and muscular dystrophy. Three eligible Tax Assistants belongs to the category of blindness/low vision, hard of hearing and locomotor (PwBDs), are available in the zone of consideration for promotion to the grade of Executive Assistant for the vacancy year 2022.

P-107 10. In terms of the DoPT's O.M. No.22011/4/2013-Estt. (D) dated 08.05.2017, the crucial date for determining the eligibility for promotion, is 01.01.2022 for the vacancy year 2022. As per the said O.M. dated 08.05.2017, the APARs for five years i.e. 2019-2020, 2018-19, 2017-2018, 2016-2017 and 2015-2016, are to be assessed for promotion to the grade of Executive Assistant against the vacancies for the vacancy year 2022.

P-111 11. In terms of para 3.4 of DOPT's O.M. No.35034/7/97-Estt.(D) dated 08.02.2002, the bench mark for promotion in selection posts below the pre-revised pay scale of Rs. 12000-16500 (Revised as Rs. 15600-39100 + Grade Pay of Rs. 7600 and further revised as Level-12 in Pay Matrix Rs. 78800-209200), is 'Good' and the DPC shall grade the officer as 'Fit' or 'Unfit' only w.r.t. the bench mark of 'Good' only. Those who are graded as 'Fit' shall be included in the select panel prepared by the DPC in order of their inter-se-seniority in the feeder grade.

12. The DoP&T, New Delhi vide its O.M. No. 22011/5/86-Estt. (D), dated 10.04.1980 issued following guidelines for DPC :

P-117 - In term of para 6.2.1 (a) of the DPC guidelines, the DPC should consider CRs for equal number of years in respect of all officers consideration for promotion subject to (c) below.

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- In term of para 6.2.1 (b) of the DPC guidelines, the DPC should assess the suitability of the employees for promotion on the basis of their service record and when particular reference to the CRs for the five preceding years irrespective of the qualifying service prescribed in the service/Recruitment Rules. P-118

- In term of para 6.2.1 (c) of the DPC guidelines, where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the CRs of the years preceding the period in question. P-118

- In term of para 6.2.1 (e) of the DPC guidelines, the DPC should not be guided merely by the overall grading, if any, that may be recorded in the CRs but should make its own assessment on the basis of the entries in the CRs, because it has been noticed that sometimes the overall grading in CR may be inconsistent with the grading under various parameters or attributes. P-118

13. In terms of para 7 (g) of DOPT's OM No. 22011/4/2007-Estt (D) dated 28.04.2014 readwith para 13 of the DPC guidelines, in accessing the suitability of the officer on whom a penalty has been imposed, the DPC will take into account the circumstances leading to the imposition of the penalty and decided whether in the light of general service record of the officer and fact of imposition of penalty, the officer should be considered for promotion. The DPC, after due consideration, has authority to assess the officer as 'unfit' for promotion. However, where the DPC considers that despite the penalty the officer is suitable for promotion, the officer will be actually promoted only after the currency of penalty is over. As per para 7 (i) of the said DoPT's O.M. dated 28.04.2014, while there is no illegality in denying promotion during the currency of the penalty, denying promotion in such cases after the period of penalty is over would be in violation of the provisions of Article 20 of the Constitution. P-122

14. A penalty statement for the last ten years in respect of the candidates, along with APAR Gradation Chart of five years and vigilance clearance, have been prepared by the Superintendent (Vigilance), CCO, Jaipur Zone, Jaipur.

15. As per column 12 Schedule to the Executive Assistant "Group B" (Non-Gazetted) Recruitment Rules, 2015, the composition for the DPC is as under: -

1	An officer to the rank of Commissioner under the Principal Commissionerate of the zone or region.	Chairman
2	Additional Commissioner (P&V)	Member
3	Deputy Commissioner (looking after the administration)	Member

16. As per Para 2.7 of the DPC guidelines, where none of the member at S.No.1 to 3 above belongs to the SC or the ST categories, a Group 'A' officer from outside the Department belonging to the SC or the ST categories shall also associate as a member of DPC. P-124


16.05.23
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**POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(PROMOTION QUOTA) AS ON 31.12.2016**

(SELECTION POST)

Total No. of Posts = 104 (66 Promotion + 38 Direct)

S.No of Post	Category for which the post should be earmarked	Name of the Executive Assistant S/Shri / Ms.	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of EA	Remarks
1	2	3	4	5	6	7
1	UR-1	Jaiwanti Kumari	Gen (PH-OH)	UR-1	15.03.11	DOS-17.04.15
2	UR-2	Amit Kumar Shrivastav	Gen	UR-2	16.10.09	STA - 16.10.09
3	UR-3	Raghuveer Singh	Gen	UR-3	08.04.2013	STA - 08.04.13
4	UR-4	Shankar Lal	Gen	UR-4	19.07.96	DOS - 19.07.96
5	UR-5	Nathu Lal Sharma	Gen	UR-5	04.09.96	DOS- 04.09.96
6	UR-6	Vinod Kr. Basetha	SC (PH-OH)	UR-6	02.04.13	DOS On Merit-SC-1
7	SC-1	Tej Pal Mourya	SC	SC-1	30.05.14	STA - 30.05.14
8	UR-7	Sumer Singh	Gen	UR-7	23.12.10	DOS -
9	UR-8	Amar Singh	Gen	UR-8	23.12.10	DOS -
10	UR-9	Narendra Singh	Gen	UR-9	23.09.16	
11	UR-10	Yashwant Rajoria	SC	UR-10	20.03.13	DOS - 20.03.13 On Merit-SC-2
12	UR-11	Gen Singh	Gen	UR-11	23.09.16	
13	UR-12	Vikash Pal	OBC	UR-12	23.09.16	OBC-1
14	ST-1	Chhotu Lal	ST	ST-1	23.09.16	
15	SC-2					
16	UR-13	Sushil Kumar	OBC	UR-13	23.09.16	OBC-2
17	UR-14	Deepak Kumar	OBC	UR-14	23.09.16	OBC-3
18	UR-15	Prem Dan Charan	Gen	UR-15	23.09.16	
19	UR-16	Anil Kumar Saini	Gen	UR-16	23.09.16	
20	UR-17	Hukum Singh	Gen	UR-17	23.09.16	
21	UR-18	Krishan Lal	Gen	UR-18	23.09.16	
22	UR-19	Radhey Shyam Sharma	Gen	UR-19	23.09.16	
23	UR-20	Chandra Dutt Sharma	Gen	UR-20	23.09.16	

Attest

 राजेश किशोर
 अधीक्षक (पी.जी.ए.)
 कार्यालय मुख्य आयुक्त
 पी.जी.ए. एवं वे.उ.ए. जयपुर

	UR-21	Babu Lal Suman	Gen	UR-21	23.09.16	
21	UR-22	Ramavtar Sharma	Gen	UR-22	23.09.16	
27	SC-4					
28r	ST-2					
29	UR-23	Smt. Neeru Gehlawat	Gen	UR-23	23.09.16	
30	UR-24	Ramroop Meena	ST	UR-24	23.09.16	On Merit ST-1
31	UR-25	Ashok Kumar	SC	UR-25	23.09.16	On Merit-SC-3
32	UR-26	Pawan Kumar Chauhan	SC	UR-26	23.09.16	On Merit-SC-4
33	UR-27	Anil Kumar Meena	ST	UR-27	23.09.16	On Merit ST-2
34	UR-28					
35	SC-5					
36	UR-29					
37	UR-30					
38	UR-31					
39	UR-32					
40	ST-3					
41	SC-6					
42	UR-33					
43	UR-34					
44	UR-35					
45	UR-36					
46	UR-37					
47	SC-7					
48	UR-38					
49	UR-39					
50	UR-40					
51	UR-41					
52	UR-42					
53	UR-43					

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राजेश विनया
अधीक्षक (सी.सी.डी.)
कार्यालय
सी.जी.एस.टी. एवं
क.उ.प्र. जयपुर

439

54	SC-8				
55	ST-4				
56	UR-44				
57	UR-45				
58	UR-46				
59	UR-47				
60	UR-48				
61	SC-9				
62	UR-49				
63	UR-50				
64	UR-51				
65	UR-52				
66	UR-53				

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राजेश किशोर
कमीषनर (पी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

Category	Post Earmarked	Working	Vacancy
Unreserved	53	27 (including 4 SC & 2 ST on merit + 3 OBC)	(-) 26
SC	9	1	(-) 8
ST	4	1	(-) 3
Total	66	29	(-) 37

Saharani
प्रशासनिक अधिकारी (पी.सी.यू.)
मुख्य आयुक्त कार्यालय
केंद्रीय उत्पाद शुल्क (ज.जे.ड.), जयपुर

20/11/17

Bu.
Liaison Officer for
SC/ST/PH & Ex-Servicemen
w/o The Chief Commissioner
Jyoti Prasad (J2) Jaipur

POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(PROMOTION QUOTA) AS ON 31.12.2017
(SELECTION POST)

95

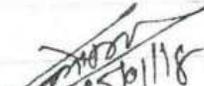
Total No. of Posts = 104

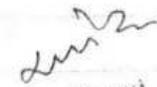
S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1	Jaiwanti Kumari	Gen (PH-OH)	UR-1	15.03.11	DOS-17.04.15
2	UR-2	Amit Kumar Shrivastav	Gen	UR-2	16.10.09	STA - 16.10.09
3	UR-3	Raghuveer Singh	Gen	UR-3	08.04.2013	STA - 08.04.13
4	UR-4	Shankar Lal	Gen	UR-4	19.07.96	DOS - 19.07.96
5	UR-5	Nathu Lal Sharma	Gen	UR-5	04.09.96	DOS- 04.09.96
6	UR-6	Vinod Kr. Basetha	SC (PH OH)	UR-6	02.04.13	DOS On Merit-SC-1
7	SC-1	Tej Pal Mourya	SC	SC-1	30.05.14	STA - 30.05.14
8	UR-7	Sumer Singh	Gen	UR-7	23.12.10	DOS -
9	UR-8					
10	UR-9	Narendra Singh	Gen	UR-9	23.09.16	
11	UR-10	Yashwant Rajoria	SC	UR-10	20.03.13	DOS - 20.03.13 On Merit-SC-2
12	UR-11	Gen Singh	Gen	UR-11	23.09.16	
13	UR-12	Vikash Pal	OBC	UR-12	23.09.16	
14	ST-1	Chhotu Lal	ST	ST-1	23.09.16	
15	SC-2					
16	UR-13	Sushil Kumar	OBC	UR-13	23.09.16	
17	UR-14	Deepak Kumar	OBC	UR-14	23.09.16	
18	UR-15	Prem Dan Charan	Gen	UR-15	23.09.16	
19	UR-16	Anil Kumar Saini	Gen	UR-16	23.09.16	
20	SC-3					
21	UR-17	Hukum Singh	Gen	UR-17	23.09.16	
22	UR-18	Krishan Lal	Gen	UR-18	23.09.16	
23	UR-19	Radhey Shyam Sharma	Gen	UR-19	23.09.16	
24	UR-20	Chandra Dutt Sharma	Gen	UR-20	23.09.16	
25	UR-21	Babu Lal Sumari	Gen	UR-21	23.09.16	

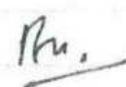
Attended
Signature
राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिषद

55	ST-4				
56	UR-44				
57	UR-45				
58	UR-46				
59	UR-47				
60	UR-48				
61	SC-9				
62	UR-49				
63	UR-50				
64	UR-51				
65	UR-52				
66	UR-53				

Category	Post Earmarked	Working	Vacancy
Unreserved	53	27 (including 4 SC & 2 ST on ment)	(-) 26
SC	9	1	(-) 8
ST	4	Nil	(-) 4 3
Total	66	28	(-) 38 37


विनोद कुमार शर्मा
अधीक्षक (सी.सी.यू.)


(राजेश किनरा)
अधीक्षक (केंद्र कंट्रोल)
कार्यालय मुख्य आयुक्त
केन्द्रीय उत्पाद शुल्क (जयपुर-जाना)


Liaison Officer for
SC/ST/PH & Ex-Servicemen
O/o The Chief Commissioner
Central Excise (JJA) Jaipur


राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिक्षेत्र

(98)

**POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(PROMOTION QUOTA) AS ON 31.12.2018
(SELECTION POST)**

Total No. of Posts = 104

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1	Jaiwanti Kumari	Gen (PH-OH)	UR-1	15.03.11	DOS-17.04.15
2	UR-2	Amit Kumar Shrivastav	Gen	UR-2	16.10.09	STA - 16.10.09
3	UR-3	Raghuveer Singh	Gen	UR-3	08.04.2013	STA - 08.04.13
4	UR-4	Shankar Lal	Gen	UR-4	19.07.96	DOS - 19.07.96
5	UR-5	Nathu Lal Sharma	Gen	UR-5	04.09.96	DOS- 04.09.96
6	UR-6	Vinod Kr. Basetha	SC (PH-OH)	UR-6	02.04.13	DOS On Merit-SC-1
7	SC-1	Tej Pal Mounya	SC	SC-1	30.05.14	STA - 30.05.14
8	UR-7	Narendra Singh	Gen	UR-7	23.09.16	
9	UR-8	Yashwant Rajoria	SC	UR-8	20.03.13	DOS - 20.03.13 On Merit-SC-2
10	UR-9	Gen Singh	Gen	UR-9	23.09.16	
11	UR-10	Vikash Pal	OBC	UR-10	23.09.16	
12	UR-11	Sushil Kumar	OBC	UR-11	23.09.16	
13	UR-12	Deepak Kumar	OBC	UR-12	23.09.16	
14	ST-1	Chhotu Lal	ST	ST-1	23.09.16	
15	SC-2					
16	UR-13	Prem Dan Charan	Gen	UR-13	23.09.16	
17	UR-14	Anil Kumar Saini	Gen	UR-14	23.09.16	
18	UR-15	Hukum Singh	Gen	UR-15	23.09.16	
19	UR-16	Krishan Lal	Gen	UR-16	23.09.16	
20	SC-3					
21	UR-17	Radhey Shyam Sharma	Gen	UR-17	23.09.16	
22	UR-18	Chandra Dutt Sharma	Gen	UR-18	23.09.16	
23	UR-19	Babu Lal Suman	Gen	UR-19	23.09.16	
24	UR-20	Ramavtar Sharma	Gen	UR-20	23.09.16	
25	UR-21	Smt. Neeru Gehlawat	Gen	UR-21	23.09.16	

राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कं.उ.शु. जयपुर परि-

55	ST-4				
56	UR-44				
57	UR-45				
58	UR-46				
59	UR-47				
60	UR-48				
61	SC-9				
62	UR-49				
63	UR-50				
64	UR-51				
65	UR-52				
Category	Post Earmarked	Working	Vacancy		
Unreserved	52	24 (including 3 SC & 2 ST on merit)	(-) 28		
SC	9	1	(-) 8		
ST	4	1	(-) 3		
Total	65	26	(-) 39		

EA

6/3/19
(Principal Tax Officer)
Jrb.

[Signature]
06.03.19

विनोद कुमार शर्मा
अधीक्षक (सी.सी.यू)

[Signature]
Liaison Officer for
SC/ST/PH/Ex-Servicemen
Ors The Chief Commissioner
Central Excise (JZ) Jaipur

Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS,
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

[Signature]
[Signature]
राजेश किनरा
अधीक्षक (सी.सी.यू)
कार्यालय मुख्य आयुक्त
सी.जी.एस्.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT (PROMOTION QUOTA) AS ON 31.12.2019

(SELECTION POST)

Total No. of Posts = 104 (DR- 40% + PR- 60%)

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1	Jaiwanti Kumari	Gen (PH-OH)	UR-1	15.03.11	DOS-17.04.15
2	UR-2	Amit Kumar Shrivastav	Gen	UR-2	16.10.09	STA - 16.10.09
3	UR-3	Raghuv eer Singh	Gen	UR-3	08.04.2013	STA - 08.04.13
4	UR-4	Shankar Lal	Gen	UR-4	19.07.96	DOS - 19.07.96
5	UR-5	Nathu Lal Sharma	Gen	UR-5	04.09.96	DOS- 04.09.96
6	UR-6	Vinod Kr. Basetha	SC (PH-OH)	UR-6	02.04.13	DOS On Merit-SC-1
7	SC-1	Tejpal Mourya	SC	SC-1	30.05.14	STA - 30.05.14
8	UR-7	Narendra Singh	Gen	UR-7	23.09.16	
9	UR-8	Yashwant Rajoria	SC	UR-8	20.03.13	DOS - 20.03.13 On Merit-SC-2
10	UR-9	Gen Singh	Gen	UR-9	23.09.16	
11	UR-10	Vikash Pal	OBC	UR-10	23.09.16	
12	UR-11	Sushil Kumar	OBC	UR-11	23.09.16	
13	UR-12	Deepak Kumar	OBC	UR-12	23.09.16	
14	ST-1	Chhotu Lal	ST	ST-1	23.09.16	
15	SC-2					
16	UR-13	Prem Dan Charan	Gen	UR-13	23.09.16	
17	UR-14	Anil Kumar Saini	Gen	UR-14	23.09.16	
18	UR-15	Hukum Singh	Gen	UR-15	23.09.16	
19	UR-16	Krishan Lal	Gen	UR-16	23.09.16	
20	SC-3					
21	UR-17	Radhey Shyam Sharma	Gen	UR-17	23.09.16	
22	UR-18	Chandra Dutt Sharma	Gen	UR-18	23.09.16	
23	UR-19	Babu Lal Suman	Gen	UR-19	23.09.16	
24	UR-20	Ramavtar Sharma	Gen	UR-20	23.09.16	
25	UR-21	Smt. Neeru Gehlawat	Gen	UR-21	23.09.16	
26	UR-22	Ramroop Meena	ST	UR-22	23.09.16	On Merit ST-1

राजेश किनरा
अधीक्षक (सी.सी.यू.)
कर्मचारी सेवा विभाग आयुक्त
सी.जी.एस.डी. एवं कैंज.सु. जयपुर परिसर

57	UR-45				
56	UR-44				
55	ST-4				
54	SC-8				
53	UR-43				
52	UR-42				
51	UR-41				
50	UR-40				
49	UR-39				
48	UR-38				
47	SC-7				
46	UR-37				
45	UR-36				
44	UR-35				
43	UR-34				
42	UR-33				
41	SC-6				
40	ST-3				
39	UR-32				
38	UR-31				
37	UR-30				
36	UR-29				
35	SC-5				
34	UR-28				
33	UR-27				
32	UR-26				
31	UR-25				
30	UR-24	Anil Kumar Meena	ST (PH-HH)	UR-24	23.09.16
29	UR-23	Pawan Kumar Chauhan	SC	UR-23	23.09.16
28	ST-2				
27	SC-4				

रा.श्री.प.स. व. क.स.स. मण्डल
 राजीव गण्डा
 अतिरिक्त (वि.सं.)
 राजीव गण्डा

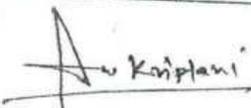
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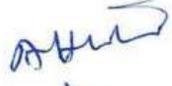
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58	UR-46				
59	UR-47				
60	UR-48				
61	SC-9				
62	UR-49				
63	UR-50				
64	UR-51				
65	UR-52				
Category	Post Earmarked	Working		Vacancy	
Unreserved	52	24 (including 3 SC & 2 ST on merit)		(-) 28	
SC	9	1		(-) 8	
ST	4	1		(-) 3	
Total	65	26		(-) 39	


राजेंद्र सिंह जाट
निदेशक (सी.सी.यू.)


अनु कृष्णी
निदेशक (सी.सी.यू.)


Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS,
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur



राजेंद्र किशोर
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिक्षेत्र

POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(PROMOTION QUOTA) AS ON 31.12.2020

(SELECTION POST)
Total No. of Posts = 104

104
118

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1	Amit Kumar Shrivastav	Gen	UR-1	16.10.09	STA - 16.10.09
2	UR-2	Narendra Singh 7	Gen	UR-2	23.09.16	
3	X UR-3	Gen Singh 1	Gen	UR-3	23.09.16	Promoted as AD
4	UR-4	Vikash Pai	OBC	UR-4	23.09.16	
5	UR-5	Sushil Kumar	OBC	UR-5	23.09.16	
6	X UR-6	Deepak Kumar	OBC	UR-6	23.09.16	Promoted as AD
7	X SC-1	Tejpal Mourya	SC	SC-1	30.05.14	Promoted as AD
8	X UR-7	Prem Dan Charan 7	Gen	UR-7	23.09.16	Promoted as AD
9	X UR-8	Hukum Singh 2	Gen	UR-8	23.09.16	
10	X UR-9	Krishan Lal 4	Gen	UR-9	23.09.16	Promoted as AD
11	X UR-10	Radhey Shyam Sharma 5	Gen	UR-10	23.09.16	Promoted as AD
12	X UR-11	Chandra Dutt Sharma 6	Gen	UR-11	23.09.16	Promoted as AD
13	UR-12	Babu Lal Suman	Gen	UR-12	23.09.16	
14	X ST-1	Chhotu Lal	ST	ST-1	23.09.16	Veri wcf 15.01.21
15	SC-2					
16	X UR-13	Ramavtar Sharma 3	Gen	UR-13	23.09.16	Promoted as AD
17	UR-14	Smt. Neeru Gehlawat	Gen	UR-14	23.09.16	
18	X UR-15	Ramroop Meena	ST	UR-15	23.09.16	On Merit ST-1 Promoted as AD
19	X UR-16	Pawan Kumar Chauhan	SC	UR-16	23.09.16	On Merit-SC-1 Promoted as AD
20	SC-3					
21	X UR-17	Anil Kumar Meena	ST	UR-17	23.09.16	On Merit ST-2 Promoted as AD
22	UR-18			UR-18		
23	UR-19			UR-19		
24	UR-20			UR-20		

Note - Ved
ललित कुमार झा
जिला न्यायालय
जयपुर

संजय शर्मा
अधीक्षक (सी.सी.यू.)

राजेश किन्नरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
जयपुर परिक्षेत्र
10/11/2021

Chief Executive Officer
Central Excise

54	SC-8				
55	ST-4				
56	UR-44				
57	UR-45				
58	UR-46				
59	UR-47				
60	UR-48				
61	SC-9				
62	UR-49				
		<i>mlke</i> ललित कुमार झा अधीक्षक	<i>gmr</i> सजय शर्मा अधीक्षक (सी.सी.यू.)	<i>10/12/2017</i> Head Office for Selection of Candidates Of The Chief Executive Central Office, Jhansi	
Category	Post Earmarked	Working		Vacancy	
Unreserved	49	17 (including 1 SC & 2 ST on merit)		(-) 32	
SC	9	1		(-) 8	
ST	4	1		(-) 3	
Total	62	19		(-) 43	

Sanctioned Strength of Executive Assistant is 104 (60% PR + 40% DR) regular posts in terms of CBEC, New Delhi's letter F. No. A.11019/08/2013-Ad.IV dated 01.08.2014 and F. No. A-11019/4/2017-Ad.IV dated 16.06.2017

mlke
राजेश फिनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.ज.शु जयपुर परिक्षेत्र

POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(PROMOTION QUOTA) AS ON 31.12.2021

(SELECTION POST)

Total No. of Posts = 104

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1	Amit Kumar Shrivastav	Gen	UR-1	16.10.09	STA - 16.10.09
2	UR-2	Vikash Pal	OBC	UR-2	23.09.16	
3	UR-3	Sushil Kumar	OBC	UR-3	23.09.16	
4	UR-4	Babu Lal Suman	Gen	UR-4	23.09.16	
5	UR-5	Smt. Neeru Gehlawat	Gen	UR-5	23.09.16	
6	UR-6					
7	SC-1					
8	UR-7					
9	UR-8					
10	UR-9					
11	UR-10					
12	UR-11					
13	UR-12					
14	ST-1					
15	SC-2					
16	UR-13					
17	UR-14					
18	UR-15					
19	UR-16					
20	SC-3					
21	UR-17					
22	UR-18					
23	UR-19					

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 राजेश किनरा
 अधीक्षक (सी.सी.यू.)
 कार्यालय मुख्य आयुक्त
 सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिसर

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 एम. के. कोडवानी
 निरीक्षक
 M. K. KODWANI
 Inspector

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 31.12.2021
 सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिसर

Handwritten signature
 Liaison Officer For
 SC/ST/PH/ES/SM/Genmen/OBC & SWS
 Office of the Chief Commissioner,
 GST & Central Excise, Jaipur Zone
 Jaipur

म. क. कोठवाल
 शिक्षक
 पत्र नं. १०८११

52	UR-42			
51	UR-41			
50	UR-40			
49	UR-39			
48	UR-38			
47	SC-7			
46	UR-37			
45	UR-36			
44	UR-35			
43	UR-34			
42	UR-33			
41	SC-6			
40	ST-3			
39	UR-32			
38	UR-31			
37	UR-30			
36	UR-29			
35	SC-5			
34	UR-28			
33	UR-27			
32	UR-26			
31	UR-25			
30	UR-24			
29	UR-23			
28	ST-2			
27	SC-4			
26	UR-22			
25	UR-21			
24	UR-20			

म. क. कोठवाल
 शिक्षक
 पत्र नं. १०८११

राज्य शिक्षा विभाग
 कक्षा शिक्षक (वि. वि. प्र.)
 काठमाडौं

53	UR-43				
54	SC-8				
55	ST-4				
56	UR-44				
57	UR-45				
Category					
	Post Earmarked	Working	Vacancy		
Unreserved	45	5	(-) 40		
SC	8	0	(-) 8		
ST	4	0	(-) 4		
Total	57	5	(-) 52		

एम. के. कोडवानी
निरीक्षक
M. K. KODWANI
Inspector

28.4.22
पी.के. कोडवानी
निरीक्षक (अधीक्षक)

Liaison Officer For
SC/ST/PH/Ea-Backward/GBC & EWS
Office of the Chief Commissioner,
G.O. No. 10494 Excl. Jaipur Zone
Jaipur

राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.पी.एस.टी. एवं के.ड.सू. जयपुर परिसर

OFFICE OF THE PRINCIPAL COMMISSIONER, CGST & CENTRAL EXCISE, JAIPUR

POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT

(PROMOTION QUOTA) AS ON 31.12.2022

(SELECTION POST)

Total No. of Posts = 85

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Date of Birth	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA/EA	Remarks
1	2	3	4	5		6	7
1	UR-1	Amit Kumar Shrivastav	11.11.79	Gen	UR-1	16.10.09	STA - 16.10.09
2	UR-2	Ved Prakash (PH-OH)	15.07.84	OBC	UR-2	01.01.22	
3	UR-3	Sunita Saini	25.11.87	OBC	UR-3	30.12.22	
4	UR-4	Arvind Sain	01.11.81	OBC	UR-4	30.12.22	
5	UR-5	Varun Yadav	24.03.86	OBC	UR-5	30.12.22	
6	UR-6	Rohit Priyadarshi	15.10.86	OBC	UR-6	30.12.22	
7	SC-1	Maneesh Kumar	05.07.85	SC	SC-1	30.12.22	
8	UR-7	Chanchal Sharma	17.05.85	Gen	UR-7	30.12.22	
9	UR-8	Bhumika Gautam	14.06.92	Gen	UR-8	30.12.22	
10	UR-9	Pushpendra Singh	30.06.90	OBC	UR-9	30.12.22	
11	UR-10	Om Prakash Dudi	04.11.88	OBC	UR-10	30.12.22	
12	UR-11	Koshal Kumar Rohilla	11.01.90	OBC	UR-11	30.12.22	
13	UR-12	Neeraj Kumar Agrawal	01.07.89	Gen (PH-VH)	UR-12	30.12.22	
14	ST-1	Rishi Raj Pabri	03.06.85	ST	ST-1	30.12.22	
15	SC-2	Smt. Raj Kala	04.05.81	SC	SC-2	30.12.22	
16	UR-13	Mahesh Kr. Chaudhary	25.12.86	OBC	UR-13	30.12.22	
17	UR-14	Smt. Rajrani Sharma	20.01.80	Gen	UR-14	31.12.22	
18	UR-15						
19	UR-16						
20	SC-3	Vishwas Mourya	09.08.91	SC	SC-3	30.12.22	
21	UR-17						
22	UR-18						
23	UR-19						

राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.सु. जायपुर परिक्षेत्र

एम. क. कोडवानी
निरीक्षक
M. K. KODWANI
Inspector

20.2.2023
पी. डी. लालवानी
प्रशासनिक अधिकारी (सी.सी.यू.)

Liaison Officer For
SC/ST/PH/Ex-Servicemen/ODC & SWS
Office of the Chief Commissioner,
CGST & Central Excise, Jaipur Zone
Jaipur

राज्य सेवा आयोग
 (राज्य सेवा)
 जयपुर

24	UR-20								
25	UR-21								
26	UR-22								
27	SC-4	Amit Verma	04.01.90	SC	SC-4	30.12.22			
28	ST-2	Santosh Kumar Meena	01.07.89	ST	ST-2	30.12.22			
29	UR-23								
30	UR-24								
31	UR-25								
32	UR-26								
33	UR-27								
34	UR-28								
35	SC-5	Subhash Banshiwal	07.08.87	SC	SC-5	30.12.22			
36	UR-29								
37	UR-30								
38	UR-31								
39	UR-32								
40	ST-3	Ms. Chhoti Bai Meena	02.07.88	ST	ST-3	30.12.22			
41	SC-6	Dilip Kumar	16.06.86	SC	SC-6	30.12.22			
42	UR-33								
43	UR-34								
44	UR-35								
45	UR-36								
46	UR-37								
47	SC-7								
48	UR-38								
49	UR-39								
50	UR-40								
51	UR-41								
52	UR-42								

Deputy Director
 Office of the Chief Commissioner,
 SC/ST/PH/Ex-Servicemen/PHC & JPHS
 Japur

22.0.2023
 22.0.2023

M. H. Meena

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53	UR-43					
54	SC-8					
55	ST-4	Ram Kishan Meena	02.01.91	ST (PH-OH)	ST-4	30.12.22
56	UR-44					
57	UR-45					
58	UR-46					
59	UR-47					
60	UR-48					
61	SC-9					
62	UR-49					
63	UR-50					
64	UR-51					
65	UR-52					
66	UR-53					
67	UR-54					
68	SC-10					
69	ST-5					
70	UR-55					
71	UR-56					
72	UR-57					
73	UR-58					
74	SC-11					
75	UR-59					
76	UR-60					
77	UR-61					
78	UR-62					
79	UR-63					
80	ST-6					
81	SC-12					

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राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.ए.टी. एवं को.उ.स. पायपर परिक्षेत्र

Handwritten signature
20.2.2023
पी. डी. लालधानी
प्रशासनिक अधिकारी (सी.सी.यू.)

Handwritten signature
एम. के. कोडवानी
निरीक्षक
M. K. KODWANI
Inspector

Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EW
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

24	UR-20	Akhil Sheeran	Gen	29.07.1992	30.12.2022/	17.05.2023
25	UR-21	Yogesh Sharma	Gen	24.01.1990	30.12.2022/	17.05.2023
26	UR-22	Kuldeep Singh Rajpurohit	Gen	07.10.1992	30.12.2022/	17.05.2023
27	SC-4	Amit Verma	SC	04.01.1990	30.12.2022	
28	ST-2	Santosh Kumar Meena	ST	01.07.1989	30.12.2022	
29	UR-23	Anant Kumar Garg	Gen	09.09.1989	30.12.2022/	17.05.2023
30	UR-24	Nitesh Kumar Tiwari	Gen	07.02.1993	30.12.2022/	17.05.2023
31	UR-25	Pardeep Kumar	Gen	14.12.1991	30.12.2022/	17.05.2023
32	UR-26	Abhinav Sharma	Gen	20.01.1988	30.12.2022/	17.05.2023
33	UR-27	Amandeep Gaur	Gen	19.08.1990	30.12.2022/	17.05.2023
34	UR-28	Nepal	Gen	15.02.1992	30.12.2022/	17.05.2023
35	SC-5	Subhash Banshiwal	SC	07.08.1987	30.12.2022	
36	UR-29	Arun Singh	OBC	17.04.1985	30.12.2022/	17.05.2023
37	UR-30	Anil Kumar Sahu	OBC	20.04.1987	30.12.2022/	17.05.2023
38	UR-31	Sunil Khilari	OBC	01.10.1987	30.12.2022/	17.05.2023
39	UR-32	Amit Kumar Soni	OBC	04.08.1988	30.12.2022/	17.05.2023
40	ST-3	Ms. Chholi Bai Meena	ST	02.07.1988	30.12.2022	
41	SC-6	Dilip Kumar	SC	16.06.1986	30.12.2022	
42	UR-33	Sanjay Kumar Jangid	OBC	05.03.1990	30.12.2022/	17.05.2023
43	UR-34	Rohitashwa Kumar Yadav	OBC	15.06.1988	30.12.2022/	17.05.2023
44	UR-35	Pradeep Bhuna	OBC	17.10.1987	30.12.2022/	17.05.2023
45	UR-36	Arman	OBC	26.02.1992	30.12.2022/	17.05.2023
46	UR-37	Deepak Mahala	OBC	19.06.1990	30.12.2022/	17.05.2023
47	SC-7	Narendra Kumar	SC	15.10.1986	30.12.2022/	17.05.2023
48	UR-38	Pradeep Kumar	OBC	01.07.1984	30.12.2022/	17.05.2023
49	UR-39	Kushal Dubey (PH-HH)	Gen	04.09.1987	30.12.2022/	17.05.2023
50	UR-40	Muthresh Sharma	Gen	06.07.1987	30.12.2022/	17.05.2023
51	UR-41	Shanta Prakash Tailor	Gen	05.09.1971	30.12.2022/	17.05.2023
52	UR-42	Ashok Kumar Sainwal	Gen	15.06.1969	30.12.2022/	17.05.2023

1. The candidate must be a resident of India.
2. The candidate must be a citizen of India.
3. The candidate must be a Hindu, Muslim, Christian, Sikh, Jain, Buddhist or other religions and sects.
4. The candidate must be a Hindu, Muslim, Christian, Sikh, Jain, Buddhist or other religions and sects.
5. The candidate must be a Hindu, Muslim, Christian, Sikh, Jain, Buddhist or other religions and sects.

प्रमाणित किया जाता है कि उम्मीदवार (श्री. श्री. यश) का नाम सूची में है।
प्रमाणित किया जाता है कि उम्मीदवार (श्री. श्री. यश) का नाम सूची में है।
प्रमाणित किया जाता है कि उम्मीदवार (श्री. श्री. यश) का नाम सूची में है।

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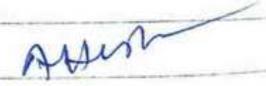
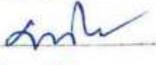
951

82	UR-64					
83	UR-65					
84	UR-66					
85	UR-67					
Category	Post Earmarked	Working	Vacancy			
Unreserved	67	50	17			
SC	12	11	1			
ST	6	6	0			
Total	85	67	18			


 एम. के. कोडवानी
 निरीक्षक
 M. K. KODWANI
 Inspector


 राजेश किनरा


 Liaison Officer For
 SC/ST/OBC/EWS
 Cell of the Chief Commissioner,
 Central Excise, Jaipur Zone
 Jaipur



 राजेश किनरा
 अधीक्षक (सी.सी.यू.)
 कार्यालय मुख्य आयुक्त
 सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

OFFICE OF THE CHIEF COMMISSIONER, CGST & CENTRAL EXCISE, JAIPUR
 POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT (PROMOTION QUOTA) AS ON
 31.12.2024

(SELECTION POST)
 Total No. of Posts = 84

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Date of Birth	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of ST/EA	Remarks
1	UR-1	Ramesh Sharma	18.02.1977	Gen	UR-1	30.12.2022/17.05.2023	
2	UR-2	Ved Prakash (PH-OH)	15.07.1984	OBC	UR-2	01.01.2022	
3	UR-3	Sunita Saini	25.11.1987	OBC	UR-3	30.12.2022	
4	UR-4	Arvind Saini	01.11.1981	OBC	UR-4	30.12.2022	
5	UR-5	Varun Yadav	24.03.1986	OBC	UR-5	30.12.2022	
6	UR-6	Rohit Priyadarshi	15.10.1986	OBC	UR-6	30.12.2022	
7	SC-1	Maneesh Kumar	05.07.1985	SC	SC-1	30.12.2022	
8	UR-7	Chanchal Sharma	17.05.1985	Gen	UR-7	30.12.2022	
9	UR-8	Bhumika Gautam	14.06.1992	Gen	UR-8	30.12.2022	
10	UR-9	Pushendra Singh	30.06.1990	OBC	UR-9	30.12.2022	
11	UR-10	Om Prakash Dudi	04.11.1988	OBC	UR-10	30.12.2022	
12	UR-11	Koshal Kumar Rohilla	11.01.1990	OBC	UR-11	30.12.2022	
13	UR-12	Neeraj Kumar Agrawal	01.07.1989	Gen (PH-VH)	UR-12	30.12.2022	
14	ST-1	Rishi Raj Pabni	03.06.1985	ST	ST-1	30.12.2022	
15	SC-2	Smt. Raj Kala	04.05.1981	SC	SC-2	30.12.2022	
16	UR-13	Mahesh Kr. Chaudhary	25.12.1986	OBC	UR-13	30.12.2022	
17	UR-14	Smt. Rajrani Sharma	20.01.1980	Gen	UR-14	31.12.2022	
18	UR-15	Man Mohan Sharma	11.07.1986	OBC	UR-15	30.12.2022/17.05.2023	
19	UR-16	Pranav Sharma	26.03.1989	Gen	UR-16	30.12.2022/17.05.2023	
20	SC-3	Vishwas Mourya	09.08.1991	SC	SC-3	30.12.2022	
21	UR-17	Rakesh Kumar Sharma	18.03.1990	Gen	UR-17	30.12.2022/17.05.2023	
22	UR-18	Kaplan Singh	10.07.1989	Gen	UR-18	30.12.2022/17.05.2023	
23	UR-19	Kripa Shankar Singhwal	05.09.1989	Gen	UR-19	30.12.2022/17.05.2023	

Handwritten notes and signatures in blue ink on the left margin, including the name 'Smt. Raj Kala' and other illegible text.

82	UR-64				
83	UR-65				
84	UR-66				
Category		Post Earmarked	Working	Vacancy	
Unreserved		66	49	17	
SC		12	11	1	
ST		6	6	0	
Total		84	66	18	

Sanctioned Strength of Executive Assistant is 104 (60% PR + 40% DR) regular posts in terms of CBEC, New Delhi's letter F. No. A.11019/08/2013-Ad.IV dated 01.08.2014 and F. No. A-11019/4/2017-Ad.IV dated 16.06.2017. 7 posts abolished

Handwritten signature
 एम. के. सोडवानी
 अधिकारी (पी.सी.यू.)
 जयपुर

Handwritten signature
 राजेश किशोर
 अधिकारी (पी.सी.यू.)
 जयपुर

Handwritten signature
 Liaison Officer For
 SC/ST/PH/Ex-Servicemen/Dep. Posts
 Office of the Chief Commissioner,
 GST & Central Excise, Jaipur Zone
 Jaipur

Handwritten signature
 राजेश किशोर
 अधीक्षक (पी.सी.यू.)
 कार्यालय मुख्य आयुक्त
 सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(DIRECT QUOTA) AS ON 31.12.2018

Total No. of Posts = 104

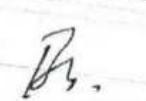
S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1					
2	UR-2					
3	UR-3					
4	OBC-1					
5	UR-4					
6	UR-5					
7	SC-1					
8	OBC-2					
9	UR-6					
10	UR-7					
11	UR-8					
12	OBC-3					
13	UR-9					
14	ST-1	Ved Prakash Meena	ST	ST-1	21.08.17	
15	SC-2					Attended
16	OBC-4					amh
17	UR-10					राजेश मिश्रा
18	UR-11					अधीक्षक (सो.सी.पू.)
19	OBC-5					कार्यालय मुख्य आयुक्त
20	SC-3					सी.जी.एस.टी. एवं के.उ.सु. जयपुर परिक्षेत्र
21	UR-12					
22	UR-13					
23	OBC-6					
24	UR-14					
25	UR-15					

26	OBC-7				
27	SC-4				
28	ST-2				
29	UR-16				
30	OBC-8				
31	UR-17				
32	UR-18				
33	UR-19				
34	OBC-9				
35	SC-5				
36	UR-20				
37	UR-21				
38	OBC-10				
39	UR-22				

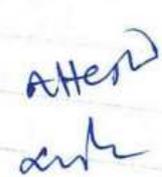
Category	Post Earmarked	Working	Excess(+)/Shortfall (-)
Unreserved	22		
OBC	10	Nil	(-) 22
SC	5	Nil	(-) 10
ST	2	Nil	(-) 5
Total	39	1	(-) 1
		1	(-) 38

Wagon
6/3/19
Pawon ko. Tailor
Insp.


16/03/19
विनोद कुमार शर्मा
अधीक्षक (सी.सी.यू.)


Liaison Officer for
SC/ST/PH & Ex-Servicemen
O/o The Chief Commissioner
Central Excise (SZ) Jaipur


Liaison Officer for
SC/ST/PH/Ex-Servicemen/OBC & EWS,
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

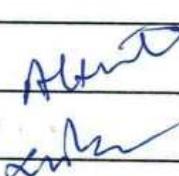

Rajesh Mishra
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

68

123

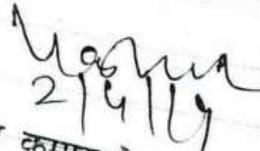
POST BASED RESERVATION ROSTER FOR THE POSTS OF EXECUTIVE ASSISTANT GROUP 'B', NON-GAZEETED AS ON 01.02.2019

S.No of Post	Category for which the post should be earmarked	Name of the Executive Assistant S/Shri / Ms.	Category of Officer	Selected / adjusted against the category of post	Date of Joining	Remarks
1	2	3	4	5	6	7
1	UR-1		Gen	UR-1		
2	UR-2		OBC	UR-2		
3	UR-3		ST	UR-3		
4	OBC-1		OBC	OBC-1		
5	UR-4		Gen	UR-4		
6	UR-5		OBC	UR-5		
7	SC-1		SC	SC-1		
8	OBC-2		OBC	OBC-2		
9	UR-6		Gen	UR-6		
10	EWS-1		EWS	EWS-1		
11	UR-7		Gen.	UR-7		
12	OBC-3		OBC	OBC-3		
13	UR-8		Gen	UR-8		
14	ST-1	Ved Prakash Meena	ST	ST-1	21.08.17	ICT FROM MUMBAI
15	SC-2		SC	SC-2		
16	OBC-4		OBC	OBC-4		
17	UR-9		Gen	UR-9		
18	UR-10		ST	UR-10		
19	OBC-5		OBC	OBC-5		
20	SC-3		SC	SC-3		
21	EWS-2		EWS	EWS-2		
22	UR-11		OBC	UR-11		
23	OBC-6		OBC	OBC-6		
24	UR-12		Gen	UR-12		
25	UR-13		Gen	UR-13		
26	OBC-7		OBC	OBC-7		
27	SC-4		SC	SC-4		
28	ST-2		ST	ST-2		
29	UR-14		Gen	UR-14		


 सहायक निदेशक
 अधीक्षक (सी.सी.ए.)
 कार्यालय मुख्य आयुक्त
 सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

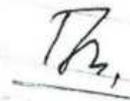
30	OBC-8				
31	EWS-3		OBC	OBC-8	
32	UR-15		EWS	EWS-3	
33	UR-16		Gen	UR-15	
34	OBC-9		OBC	UR-16	
35	SC-5		OBC	OBC-9	
36	UR-17		SC	SC-5	
37	UR-18		Gen	UR-17	
38	OBC-10		Gen	UR-18	
39	UR-19		OBC	OBC-10	
			Gen	UR-19	

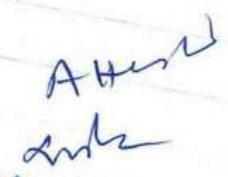
Category	Posts Earmarked	Working	(-) Shortfall / (+) Excess
Unreserved	19		
EWS	3	Nil	(-)19
SC	5	Nil	(-)3
ST	2	Nil	(-)5
OBC	10	1	(-)1
Total	39	Nil	(-)10
		1	38


 21/4/19
 पवन कुमार टैलर
 निरीक्षक (सी.सी.यू.)
 विनोद कुमार शर्मा
 02/04/19
 अधीक्षक (सी.सी.यू.)

21/04/2019
 Liaison Officer For
 SC/ST/PH/Ex-Servicemen/OBC & EWS,
 Office of the Chief Commissioner,
 GST & Central Excise, Jaipur Zone
 Jaipur


 Liaison Officer For
 SC/ST/PH/Ex-Servicemen/OBC & EWS,
 Office of the Chief Commissioner,
 GST & Central Excise, Jaipur Zone
 Jaipur


 Liaison Officer For
 SC/ST/PH/Ex-Servicemen/OBC & EWS,
 Office of the Chief Commissioner,
 GST & Central Excise, Jaipur Zone
 Jaipur


 राजेरा किशोर
 अधीक्षक (सी.सी.यू.)
 कार्यालय मुख्य आयुक्त
 सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

**POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(DIRECT QUOTA) AS ON 31.12.2019**

Total No. of Posts = 104

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1					
2	UR-2					
3	UR-3					
4	OBC-1					
5	UR-4					
6	UR-5					
7	SC-1					
8	OBC-2					
9	UR-6					
10	UR-7					
11	UR-8					
12	OBC-3					
13	UR-9					
14	ST-1	Ved Prakash Meena	ST	ST-1	21.08.17	
15	SC-2					
16	OBC-4					
17	UR-10					
18	UR-11					
19	OBC-5					
20	SC-3					
21	UR-12					
22	UR-13					
23	OBC-6					
24	UR-14					
25	UR-15					
26	OBC-7					
27	SC-4					
28	ST-2					
29	UR-16					
30	OBC-8					
31	UR-17					
32	UR-18					
33	UR-19					
34	OBC-9					
35	SC-5					
36	UR-20					
37	UR-21					
38	OBC-10					
39	UR-22					

अधीक्षक
राजेश कुमार
अधीक्षक (सी.सी.पू.)
कार्यालय मुख्य आयुक्त
सी.सी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

3
Deputy Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
Central Excise, Jaipur Zone
Jaipur

Category	Post Earmarked	Working	Excess(+)/Shortfall (-)
Unreserved	22	Nil	(-) 22
OBC	10	Nil	(-) 10
SC	5	Nil	(-) 5
ST	2	1	(-) 1
Total	39	1	(-) 38

put up before
me on 5.10.2020
डा. एल. बी.
3/2/2021

मुकेश डंग
अधीक्षक

Deputy Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
Central Excise, Jaipur Zone
Jaipur

(126) (153)

**POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(DIRECT QUOTA) AS ON 31.12.2020**

Total No. of Posts = 104

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1					
2	UR-2					
3	UR-3					
4	OBC-1					
5	UR-4					
6	UR-5					
7	SC-1					
8	OBC-2					
9	UR-6					
10	EWS-1					
11	UR-7					
12	OBC-3					
13	UR-8					
14	ST-1	Ved Prakash Meena	ST	ST-1	21.08.17	
15	SC-2					
16	OBC-4					
17	UR-9					
18	UR-10					
19	OBC-5					
20	SC-3					
21	EWS-2					
22	UR-11					
23	OBC-6					
24	UR-12					
25	UR-13					
26	OBC-7					
27	SC-4					
28	ST-2					
29	UR-14					
30	OBC-8					
31	EWS-3					
32	UR-15					
33	UR-16					
34	OBC-9					
35	SC-5					
36	UR-17					
37	UR-18					
38	OBC-10					
39	UR-19					
40	ST-3					
41	SC-6					
42	OBC-11					

A.H. H...
 राजेश किशोर
 अधीक्षक (सी.सी.यू.)
 कार्यालय मुख्य जायपुर
 सी.जा.प्रा.डी. एवं के.उ.शु. जायपुर परिक्षेत्र

Liaison Officer For
 SC/ST/PH/Ex-Servicemen/OBC & EWS,
 Office of the Chief Commissioner,
 GST & Central Excise, Jaipur Zone
 Jaipur

20/07/20

Category	Post Earmarked	Working	Excess(+)/Shortfall (-)
Unreserved	19	Nil	(-) 19
EWS	3	Nil	(-) 3
OBC	11	Nil	(-) 11
SC	6	Nil	(-) 6
ST	3	1	(-) 2
Total	42	1	(-) 41

P...
 ...

संजय कुमार सेठी
 अधीक्षक (सी सी यू.)

20/07/20
 Liaison Officer for
 SC/ST/PH & Ex-Servicemen
 O/o The Chief Commissioner
 Central Excise (JZ) Jaipur

**POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(DIRECT QUOTA) AS ON 31.12.2021**

121

171

Total No. of Posts = 104

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1					
2	UR-2					
3	UR-3					
4	OBC-1					
5	UR-4					
6	UR-5					
7	SC-1					
8	OBC-2					
9	UR-6					
10	EWS-1					
11	UR-7					
12	OBC-3					
13	UR-8					
14	ST-1	Ved Prakash Meena	ST	ST-1	21.08.17	
15	SC-2					
16	OBC-4					
17	UR-9					
18	UR-10					
19	OBC-5					
20	SC-3					
21	EWS-2					
22	UR-11					
23	OBC-6					
24	UR-12					
25	UR-13					
26	OBC-7					
27	SC-4					
28	ST-2					
29	UR-14					
30	OBC-8					
31	EWS-3					
32	UR-15					
33	UR-16					
34	OBC-9					
35	SC-5					
36	UR-17					
37	UR-18					
38	OBC-10					
39	UR-19					
40	ST-3					
41	SC-6					
42	OBC-11					
43	EWS-4					
44	UR-20					
45	OBC-12					
46	UR-21					
47	SC-7					

[Handwritten Signature]
रजित कुमार
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं के.उ.शु. जयपुर परिक्षेत्र

[Handwritten Signature]
Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

Category	Post Earmarked	Working	Excess(+)/Shortfall (-)
Unreserved	21	Nil	(-) 21
EWS	4	Nil	(-) 4
OBC	12	Nil	(-) 12
SC	7	Nil	(-) 7
ST	3	1	(-) 2
Total	47	1	(-) 46

[Handwritten Signature]
9/1/2022

[Handwritten Signature]
09/02/22
संजय कुमार सेठी
अधीक्षक (सी.सी.यू.)

[Handwritten Signature]
19/02/22
Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

[Handwritten Signature]
07/1/2022
Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

(128)
193

**POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(DIRECT QUOTA) AS ON 31.12.2022**

Total No. of Posts = 97 (Direct 12 + Promotion 85)

(After

recalculation as per letter F. No. HRM-II/POL2/EA/1/2021-Pol-O/o-ADG-HRM-II-DELHI dated 28.09.2022 of DGHRD)

S.No of Post	Category for which the post should be earmarked	Name of the Senior Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of regular promotion in the grade of STA	Remarks
1	2	3	4	5		6
1	UR-1					
2	UR-2					
3	UR-3					
4	OBC-1					
5	UR-4					
6	UR-5					
7	SC-1					
8	OBC-2					
9	UR-6					
10	EWS-1					
11	UR-7					
12	OBC-3					

[Signature]
24/12/22
Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

Category	Post Earmarked	Working	Excess(+)/Shortfall (-)
Unreserved	7	Nil	(-) 7
EWS	1	Nil	(-) 1
OBC	3	Nil	(-) 3
SC	1	Nil	(-) 1
ST	0	Nil	(-) 0
Total	12	0	(-) 12

[Signature]

[Signature]
अधीक्षक (सी.सी.यू.)

Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

[Signature]
Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

[Signature]
रजेश मिश्रा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

129

211

POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT (DIRECT QUOTA) AS ON 31.12.2023

Total No. of Posts = 97 (Direct 12 + Promotion 85)

(As per letter F. No. HRM-II/POL2/EA/1/2021-Pol-O/o-ADG-HRM-II-DELHI dated 28.09.2022 of DGHRD recalculated)

S.No of Post	Category for which the post should be earmarked	Name of the Executive Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of Joining	Remarks
1	2	3	4	5		6
1	UR-1	Rishabh Dev Ranawat	UR	UR-1	04.09.2023	CGLE-2022
2	UR-2	Ms. Payal	UR	UR-2	12.09.2023	CGLE-2022
3	UR-3	Gajendra Singh Rathore	UR	UR-3	14.09.2023	CGLE-2022
4	OBC-1	Sanjiv Baloda	OBC	OBC-1	13.09.2023	CGLE-2022
5	UR-4	Sawan Kumar Sharma	UR	UR-4	26.09.2023	CGLE-2022
6	UR-5	Surya Prakash Bishnoi	UR	UR-5	26.09.2023	CGLE-2022
7	SC-1					
8	OBC-2	Ms. Tarannum Modi	OBC	OBC-2	29.09.23 (A/N)	CGLE-2022
9	UR-6	Vikrant Solanki	UR	UR-6	27.10.2023	CGLE-2022
10	EWS-1	Adarsh Rai	EWS	EWS-1	27.09.2023	CGLE-2022
11	UR-7					
12	OBC-3					

Balveer 29/10/23

Category	Post Earmarked	Working	Excess(+)/Shortfall (-)
Unreserved	7	6	(-) 1
EWS	1	1	Nil
OBC	3	2	(-) 1
SC	1	Nil	(-) 1
ST	0	Nil	Nil
Total	12	9	(-) 3

Handwritten signature/initials

संजय कुमार सेठी
अधीक्षक (सी सी यू)

29.10
Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

राजश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी. एवं कें.उ.शु. जयपुर परिक्षेत्र

**POST BASED RESERVATION ROSTER FOR THE POST OF EXECUTIVE ASSISTANT
(DIRECT QUOTA) AS ON 31.12.2024**

Total No. of Posts = 97 (Direct (11.80) = 12 + Promotion 85)
(As per letter F. No. HRM-II/POL2/EA/1/2021-Pol-O/o-ADG-HRM-II-DELHI dated 28.09.2022 of DGHRD recalculated)

S.No of Post	Category for which the post should be earmarked	Name of the Executive Tax Assistant S/Shri	Category of Officer	Selected / adjusted against the category of post	Date of Joining	Remarks
1	2	3	4	5		6
1	UR-1	Rishabh Dev Ranawat	UR	UR-1	04.09.2023	CGLE-2022
2	UR-2	Ms. Payal	UR	UR-2	12.09.2023	CGLE-2022
3	UR-3	Gajendra Singh Rathore	UR	UR-3	14.09.2023	CGLE-2022
4	OBC-1	Sanjiv Baloda	OBC	OBC-1	13.09.2023	CGLE-2022
5	UR-4	Sawan Kumar Sharma	UR	UR-4	26.09.2023	CGLE-2022
6	UR-5	Surya Prakash Bishnoi	UR	UR-5	26.09.2023	CGLE-2022
7	SC-1					
8	OBC-2	Ms. Tarannum Modi	OBC	OBC-2	29.09.23 (A/N)	CGLE-2022
9	UR-6	Savdesh Kumar	OBC	UR-6	01.03.2024	on merit OBC-1 (CGLE-23)
10	EWS-1	Adarsh Rai	EWS	EWS-1	27.09.2023	CGLE-2022
11	UR-7					
11.8	OBC-3					

Roster of EA as on 31.12.2024

Category	Post Earmarked	Working	Excess(+)/Shortfall (-)
Unreserved	7	6	(-) 1
EWS	1	1	Nil
OBC	3	2	(-) 1
SC	1	Nil	(-) 1
ST		Nil	Nil
Total			(-) 3

Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur

19/02/25
संजय कुमार सेठी
अधीक्षक (सी.सी.यू.)

राजेश किनरा
अधीक्षक (सी.सी.यू.)
कार्यालय मुख्य आयुक्त
सी.जी.एस.टी एवं केंद्र.शु. जयपुर परिसर

4th 16/25
Liaison Officer For
SC/ST/PH/Ex-Servicemen/OBC & EWS
Office of the Chief Commissioner,
GST & Central Excise, Jaipur Zone
Jaipur