



OFFICE OF THE ADDITIONAL DIRECTOR GENERAL  
RISK MANAGEMENT CENTRE FOR CUSTOMS  
DIRECTORATE GENERAL OF ANALYTICS AND RISK MANAGEMENT, MUMBAI  
CENTRAL BOARD OF EXCISE & CUSTOMS  
13, SIR VITHALDAS THACKERSEY MARG, OPP PATKAR HALL, NEW MARINE LINES,  
MUMBAI - 400 020

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F. No. I (29)/23/2011/ RMD

Date: 27.10.2017.

To

All Principal Chief Commissioner of Customs & CGST & CX,  
All Principal Chief Commissioner of Customs / Customs (Preventive).  
All Director General under CBEC.

Madam/Sir,

**Subject: Preparation of panel for Superintendent, Inspector, Admn. Officer, Sr. PS, Tax Assistant, Steno, and Head Hawaldar on deputation in the Directorate General of Analytics and Risk Management, Mumbai- reg.**

The Risk Management Centre for Customs, DGARM, Mumbai is in the process of drawing a panel of suitable candidates for filling up the existing Vacancies at Directorate General of Analytics and Risk Management, located at Mumbai in the pay scale as per 7<sup>th</sup> Pay Commission. The selected officers are entitled to draw special pay of 10% of basic pay as defined in FR 9(21)(a)(I) in the revised scale subject to the prescribed ceiling of Rs.2000/- per month.

The vacancy position in the Risk Management Centre for Customs is as under :-

Sl. No.	Post	Pay Matrix	No. of Vacancy
1.	Superintendent	8 & 9	06
2.	Inspector	7	09
3.	Sr. PS	8/9	01
4.	Admn. Officer	7	0
5.	Tax Assistant	4	07
6.	Stenographer- I	6	20
7.	Head Hawaldar	4	01
8.	M.T.S.	1/2	03

- It is proposed to fill up the vacancies by appointing suitable officers on deputation basis with a minimum of three years of service in the grades mentioned above.
- The existing / anticipated vacancy is to be filled up in this organization. The deputation is for a period of three years which is extendable by another two years, subject to the willingness of the officers, his/her performance, and the concurrence of his parent formation. It may be made clear to the willing officers that the option once exercised would be final and in the event of selection, they will not be allowed to withdraw the same.
- Further as per para IV of Ministry's F.No. A-35017/28/92-AD.III B dated 30.06.2004, officers posted in certain charges/organization/assignments are required to complete the 'Cooling Off' period of not less than two years before posting in this



organization. However, the concerned Chief Commissioner of Customs/Central Excise has been given the power to relax the 'Cooling Off' period.

5. In case, while working in this office the work and conduct of the officer is not found to be satisfactory, the officer can be reverted to the parent Commissionerate/directorate before the completion of the deputation period.

6. It may also be brought to the notice of the willing officers that no accommodation will be provided during the deputation period, and officer has to make his/her own arrangement.

7. It is requested that the circular may be brought to the notice of all the formations in your jurisdiction and the applications of willing officers be forwarded to this office. While forwarding the names of willing officers, the following information may also be sent for evaluation by this Directorate.

(i) Bio-data and willingness of the officer along with history of previous posting.


(ii) No objection Certificate from Chief Commissioner to relieve in the event of his selection.

(iii) ACR grading for the last 5 years including for the year 2015-16 duly verified and attested.

(iv) Vigilance Clearance Certificate.

(v) Chief Commissioner's concurrence and permission to relax the 'Cooling Off' period, wherever necessary.

Yours faithfully,

  
(SEEMA JERE BISHT)  
Additional Director General

Copy for information to:

- (i) Webmaster (CBEC), Directorate of Systems, C.R. Building, I.P. Estate, New Delhi with a request to place this circular on CBEC's website.
- (ii) Director General, DGARM, New Delhi.
- (iii) Additional Director General, DGARM (HQrts.)
- (iv) Addl. Director General, DRI, MZU/CZU/KZU/AZU/LZU/HZU/DZU/BZU.
- (v) Addl. Director (Admn.), DRI (Hqrs), New Delhi with a request to place this circular on DRI website
- (vi) Guard File, RMD, Mumbai.

-----Sd/-----  
Assistant Director