



**Office of the Chief Commissioner of Central Excise, Customs & Service Tax
Central Excise Building, Port Area, Visakhapatnam – 530 035.**

C.No. II/03/05/2017-CC(VZ)

Date: 16-05-2017

To
The Commissioner of Central Excise,
Visakhapatnam / Kakinada / Guntur / Nellore / Tirupati / Audit

The Commissioner of Customs & Central Excise (Appeals),
Visakhapatnam / Guntur

Sir,

Sub : Estt. - Annual General Transfers – 2017 within Vizag Zone in r/o Group B & C
Officers - Calling for representations - Regarding.

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The Annual General Transfers within Vizag Zone in respect of Group B & C for the year 2017-18 will be taken up.

2. In this regard, I am directed to request you to call for representations from the officers under your jurisdiction for transfers and postings to the Commissionerates within Vizag Zone, except Customs Preventive Commissionerate. The representations thus received may be forwarded in a single bunch, after due verification and certification of the particulars, to be furnished in the enclosed proforma, so as to reach this office **on or before 23.05.2017**. Further, the applicants may be informed that mere applying shall not entitle them for transfer to the place they have requested for. The transfers will be done basing on the availability of vacancies, grounds for representations and administrative convenience / requirements.

3. Advance copies of representations, to save delay, submitted by the individuals will not be entertained. Representations received through proper channel with due certification of the particulars by AC/A.O./D.D.O. will only be considered. However, applications, even if forwarded / received through proper channel, after due date will not be entertained.

4. Un-disposed representations, if any, in the matter of Annual General Transfers within Vizag Zone received prior to the date of issue of this circular shall be treated as closed and such officers may submit their representations afresh through proper channel.

5. Cases of extreme Compassionate grounds must be sent alongwith supporting documents such as medical reports or any other relevant testimonials, along with the views of the jurisdictional Commissioner.

6. This issues with the approval of the Chief Commissioner.

Encl: As above.

Yours faithfully,

(S. Raghuram)

Asst. Commissioner (CCO)

Copy to all the officers working in CCO, Vizag, for information.

PROFORMA FOR ANNUAL GENERAL TRANSFERS – 2017
WITHIN VISAKHAPATNAM ZONE

1. Name of the Officer:
2. Date of Birth:
3. Home Town:
4. Educational Qualification:
5. Category:
6. Present Commissionerate / Date from which working in the Commissionerate:
7. Present place of working:
8. Commissionerate requested for (options):
 - i.
 - ii.
 - iii.
9. History of postings (last ten years):

Sl. No.	Comm'te	Station	Formation	S / NS	Post Held	From	To
1							

The particulars furnished above are true to the best of my knowledge and belief.

Place:
Date:

Signature:
Name:

The particulars submitted by the officer above have been verified with the Service Records and found correct.

Asst. Commissioner / DDO / Admn. Officer



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15 MAY 2017
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(S. Raghuram)
Asst. Commissioner (CCO)

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- Guntur Comite - 1
- Nellore Comite - 1
- Tirupati Comite - 1
- Guntur (Appeals) - 1

प्रहित DESPATCHED

दिनांक Dated: 16.5.17

द्वारा By Speed/Ocd./R.P.Ad

(4)

Vizag Comite - 1
Kakinada Comite - 1
Audit Comite - 1
Vizag (Appeals) - 1
16/5/17