



**भारतसरकार GOVERNMENT OF INDIA**  
**वित्तमंत्रालय MINISTRY OF FINANCE**  
**राजस्वविभाग DEPARTMENT OF REVENUE**  
**केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड**  
**CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS**  
**सीमा शुल्क आयुक्त कार्यालय**  
**OFFICE OF THE COMMISSIONER OF CUSTOMS**  
**सीमा शुल्क गृह, विलिंग्डन आईलैंड, कोचीन**  
**CUSTOM HOUSE, WILLINGDON ISLAND, COCHIN-682009**

**Website: [www.cochincustoms.gov.in](http://www.cochincustoms.gov.in)**  
**E-mail: [cochincustoms@nic.in](mailto:cochincustoms@nic.in)**

**Control Room: 0484-2666422**  
**Fax: 0484-2668468**

**स्थापना परिपत्र संख्या 23/2024 / Establishment Circular No.23/2024**

**Sub:** Departmental Examination for Confirmation of Appraisers/Examiners/Preventive Officers from 21.08.2024 to 23.08.2024 – Calling for willingness - reg.

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In pursuance of the Examination Notice dated 28.06.2024 issued by the NACIN Zonal Campus, Mumbai in F. No. NACIN/TRNG/EXAM/DE/3/2023-TRNG OTH-NACIN-ZC-MUMBAI on the above subject, eligible officers willing to appear for the Departmental Examination for Confirmation of Appraisers/ Examiners/ Preventive Officers scheduled **to be conducted from 21.08.2024 to 23.08.2024** are requested to submit their willingness to the undersigned **on or before 19.07.2024**.

2. The schedule of the examination is as mentioned below: -

S.No.	Paper	Subject	Date	Time	Marks	Passing Marks
1	PAPER-I	Customs Law (without Books )	21.08.2024	10.00 hrs to 13.00 hrs	100	50
2	PAPER - II	Customs & Allied Law (with books )	21.08.2024	14.00 hrs to 17.00 hrs	100	50
3	PAPER-III	Law Allied to Customs & Service Regulations ( with books except CCS(Conduct) Rules)	22.08.2024	10.00 hrs to 13.00 hrs	100	50
4	PAPER - IV	Local Orders of the Custom House ( without books)	22.08.2024	14.00 hrs to 17.00 hrs	100	50

5	PAPER - V	Commercial Practice, Mercantile Law, Economic & Commercial Geography and General Knowledge (without books )	23.08.2024	10.00 hrs to 13.00 hrs	100	50
6	PAPER - VI	Hindi	23.08.2024	14.00 hrs to 16.00 hrs	100	50

3. An officer, who has passed his matriculation or an equivalent or higher examination with Hindi as one of the subject may intimate the same along with the willingness so as to avail exemption from appearing for the Hindi examination.

Signed by

Subha Chandran

Date: 15-07-2024 10:50:47

(शुभा चंद्रन / Subha Chandran)

सहायक सीमाशुल्क आयुक्त (स्थापना)

**Assistant Commissioner of Customs(Estt.)**

प्रेषित To: Notice Board/EDI(to upload in the website).

प्रतिलिपिCopy to: All Sections (Through CRU).



भारत सरकार  
वित्त मंत्रालय, राजस्व विभाग  
राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं नारकोटिक्स अकादमी  
आंचलिक परिसर, पोस्ट ऑफिस लेन, भांडुप (पूर्व), मुंबई- 400042  
दूरभाष सं: 022-25666770; ई-मेल- nacenmum@nic.in; ट्विटर- NACIN\_OFFICIAL

**Most Urgent**

फा.सं. NACIN/TRNG/EXAM/DE/3/2023-TRNG OTH-NACIN-ZC-MUMBAI दिनांक: 28.06.24

To,

All Principal Chief Commissioners/Chief Commissioners of Customs and CGST  
(Cadre Controlling Authorities of Customs Appraisers, Examiners and Preventive Officers)

Madam/ Sir,

**Sub: -Departmental Examination for Confirmation of Appraisers/ Examiners / Preventive Officers from 21.08.2024 to 23.08.2024 - Reg.**

In terms of Ministry's letter F.No.A-34011/1/2003 AD-III.A dated 13.08.2003 read with the Annual Calendar for Departmental Examinations finalized by NACIN HQ for FY 2024-25, issued vide letter F. No. NACIN/II/12/4/2024-ADG II-O/o Pr DG-NACIN-FARIDABAD dated 20.05.2024 by Assistant Director (Exam), NACIN, Palasamudram (copy enclosed), NACIN Zonal Campus, Mumbai will set the question papers and undertake evaluation thereof for the **Departmental Examination for Confirmation of Appraisers, Examiners and Preventive Officers from 21.08.2024 to 23.08.2024**, in accordance with the Departmental Examination (Central Excise and Customs) Rules, 2008 dated 20.12.2008. The Schedule of the examination and syllabus are as per **Annexure I & II** (copies enclosed) to this letter.

2. In this regard, it is requested to give appropriate directions to Pr. Commissioner / Commissioner (Cadre Control of Appraisers/Examiners /Preventive Officers) or other authorities, as may be applicable, regarding the following: -

(i) To ensure satisfaction of the eligibility criteria of the candidates and to inform all eligible officers including those attached/ posted / deputed with other formations (including Directorates, Ministry etc, if any) and to ensure the conduct of examination for all eligible officers.

(ii) To make arrangements for overall supervision and invigilation of the examination on the scheduled dates as per letter D.O.F. No. I(15)3/2005-NACEN dated 17.10.2005 (para-3) (copy enclosed).

(iii) To ensure the nomination of a senior officer, preferably of the rank of at least a Joint Commissioner, from each Commissionerate or other formations (including Directorates, Ministry etc, if any) which will be required to hold the said examination for each CCA charge. On requisition being made, NACIN Zonal Campus, Mumbai will send question papers for Appraisers and/or Examiners and/or Preventive Officers to (individual) official email id of such nominated officer only.

For the said purpose,

- The name, address and (general) official email id of CCA office,
- The name, address and (general) official email id of each Commissionerate or other formations (including Directorates, Ministry etc if any) which will be required to hold the said examination for each CCA charge,
- The name, designation, address, (individual) official gov.in mail ID and mobile number of the nominated Nodal Officer for conducting examination at each such formation (with one alternative official email id and alternative mobile number for each such formation, as fallback option), and
- Requisition for the question papers for specific cadre from each such formation/ Nodal Officer, as may be required (ie whether for Appraisers or/and Examiners or /and Preventive Officers Paper – wise / Subject – wise),

may be sent in the prescribed proforma vide **Annexure-III** (copy enclosed) only through official email on **nacenum@nic.in** with copies marked to [mariettada.c078501@gov.in](mailto:mariettada.c078501@gov.in) and [meenarg.g149801@gov.in](mailto:meenarg.g149801@gov.in) positively by 26.07.2024.

3. Question paper/s for the said exam in the password protected PDF Format, shall be sent to the Nodal officer one day before the commencement of examination i.e. on 20.08.2024 on their (individual) official gov.in mail ID through official e-mail only. The said e-mail needs to be acknowledged and reply sent to NACIN, ZC, Mumbai, on the same date. Password for opening the PDF File will be provided 40 minutes before the scheduled time of exam on the registered mobile no. of the Nodal officer only (through SMS).

A Test mail would be sent to the Nodal Officers' gov.in mail ID on 20.08.2024. The Nodal Officers shall send an acknowledgement in reply mail.

In case of any unforeseen circumstances where official gov.in mail ID and mobile number of the nominated Nodal Officer is not working, alternative official email id and alternative mobile number provided to NACIN ZC, Mumbai would be used. The Nodal officer shall take adequate number of print-outs of question paper/s and ensure that the examination is conducted in a fair and transparent manner.

4. The notice is also being posted on CBIC and NACIN websites [www.cbic.gov.in](http://www.cbic.gov.in) and [www.nacin.gov.in](http://www.nacin.gov.in).

5. Cadre Controlling Authorities are the best judges of the promotional aspect of their staff or reservation policy, as per Recruitment Rules or any other Rules & Regulations issued by the Ministry or the Board. Determination of eligibility to appear in the examination and declaration of result is also the prerogative of the respective Cadre Controlling Authority. No references or queries on these matters may be forwarded to NACIN, Mumbai.

6. It shall also be notified to the candidates in the printed form on the front part of the answer sheet that any attempt to disclose their names/identity and any indulgence of unfair means like copying from any source or talking with anybody inside or outside during the examination hour or any behavior of the

candidates that may be considered to be cheating by the Invigilator / Supervisor, NACIN Mumbai shall render their examination as null and void.

The examination of any candidate shall be cancelled if that candidate writes his/her name or uses any sign / symbol / signature etc. in the answer sheets which may hint the identification of the candidates in any way.

7. The Invigilators and the Supervisors shall maintain confidentiality, impartiality & discipline in conducting the examination and ensure that no unfair means are used, which could give any extra advantage to some and thus be prejudicial to others. The whole exercise shall be designed and conducted so as to do justice to all. NACIN Mumbai reserves the right to cancel the whole examination or that of an individual candidate or of a center or in a group of centers, if use of any unfair means is brought to its notice. It can also recommend disciplinary action against the Supervisors/Invigilators, if required.

8. Use and carrying of Mobile phone and any such electronic gadget in or around the examination hall by the candidates is strictly prohibited during the conduct of examination.

9. NACIN, Mumbai, on directions of NACIN, Faridabad, reserves the right to cancel the whole examination or the examination of a Candidate or that of a Centre or of a cluster of centers, if it is found that unfair means were used or allowed to be used.

10. In case of any difficulty **Ms. Marietta Azavedo, (mobile no.9892617262), Assistant Director,** NACIN, Zonal Campus, Post Office Lane, Bhandup (East), Mumbai-400042 can be contacted on her office phone no. 022- 21675733 and official email id: to [mariettada.c078501@gov.in](mailto:mariettada.c078501@gov.in). If not contactable, the fall back contact detail of Ms. Meena Ghodke, Additional Assistant Director (Tel No. 022-21675711/9769343889) and email id : [meenarg.g149801@gov.in](mailto:meenarg.g149801@gov.in) can be used.

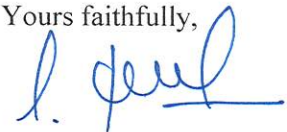
11. This letter applies only to Offices of Principal Chief Commissioners/Chief Commissioners and authorities under CBIC who are Cadre Controlling Authorities of Customs Appraisers, Examiners and Preventive Officers. Kindly ignore if not applicable.

12. Receipt of this communication may please be acknowledged by return e-mail.

13. Hindi version will follow.

Encl : As above

Yours faithfully,



**(PRABHAT KUMAR)**

**Pr. Additional Director General**

## ANNEXURE - I

Departmental Examination for confirmation of Examiners

August, 2024

S.No.	Paper	Subject	Date	Time	Marks	Passing Marks
1	PAPER-I	Customs Law (without Books )	21.08..2024	10.00 hrs to 13.00 hrs	100	50
2	PAPER - II	Customs & Allied Law (with books )	21.08.2024	14.00 hrs to 17.00 hrs	100	50
3	PAPER-III	Law Allied to Customs & Service Regulations ( with books except CCS(Conduct) Rules)	22.08.2024	10.00 hrs to 13.00 hrs	100	50
4	PAPER - IV	Local Orders of the Custom House ( without books)	22.08.2024	14.00 hrs to 17.00 hrs	100	50
5	PAPER - V	Commercial Practice, Mercantile Law, Economic & Commercial Geography and General Knowledge (without books )	23.08.2024	10.00 hrs to 13.00 hrs	100	50
6	PAPER - VI	Hindi	23.08.2024	14.00 hrs to 17.00 hrs	100	50

Departmental Examination for confirmation of Preventive Officers

**August, 2024**

S.No.	Paper	Subject	Date	Time	Marks	Passing Marks
1	PAPER-I	Customs Law (without Books )	21.08.2024	10.00 hrs to 13.00 hrs	100	50
2	PAPER - II	Customs & Allied Law ( with books )	21.08.2024	14.00 hrs to 17.00 hrs	100	50
3	PAPER-III	Law Allied to Customs & Service Regulations ( with books except CCS(Conduct) Rules)	22.08.2024	10.00 hrs to 13.00 hrs	100	50
4	PAPER - IV	Local Orders of the Custom House ( without books)	22.08.2024	14.00 hrs to 17.00 hrs	100	50
5	PAPER - V	Commercial Practice, Mercantile Law, Economic & Commercial Geography and General Knowledge (without books )	23.08.2024	10.00 hrs to 13.00 hrs	100	50
6	PAPER - VI	Hindi	23.08.2024	14.00 hrs to 16.00 hrs	100	50

## **ANNEXURE – II**

### **SYLLABUS FOR EXAMINERS & PREVENTIVE OFFICERS**

#### **PAPER – I – CUSTOMS LAW (WITHOUT BOOKS)**

1. The Customs Act, 1962
2. The Customs Manual (Latest edition)
3. The Central Appraising Manual (For Appraisers/Examiners) and Preventive Service Manual (For Preventive Officers)
4. The Customs Tariff Act, 1975.
5. The Indian Customs Electronic Data Inter-change system Handbook for Customs officers.

#### **PAPER-II – CUSTOMS & ALLIED LAW (WITH BOOKS)**

1. The Customs Act, 1962 and the rules and regulations made there under.
2. The Customs Tariff Act, 1975 and all other Acts for the time being in force imposing duties of Customs on goods imported into or exported out of India.
3. The Customs Tariff Guide, Public and Departmental issues.
4. The Special Economic Zones Act, 2005
5. Export Incentive Schemes Export Oriented Units, Duty Exemption Entitlement Certificate, Duty Entitlement Pass Book, Export Promotion Capital Goods, Duty-free Replenishment Certificate, etc.
6. The Provisional Collection of Taxes Act, 1931 (16 of 1931)
7. Conservation of Foreign Exchange and Prevention of Smuggling Activities Act, 1974 (52 of 1974).
8. Narcotics Drugs and Psychotropic Substances Act, 1985(61 of 1985)
9. Prevention of Illicit Traffic in Narcotics Drugs and Psychotropic Substances Act, 1988 (46 of 1988)
10. Imposing Cess on various commodities.
11. International Customs conventions and Protocol, Convention on International Trade in Endangered species of Wild fauna and flora, Convention on containers Movements, hazardous wastes, Montreal protocol.



12. Intellectual Property Rights, trade related aspects of intellectual property rights and counterfeit piracy.
13. The Indian stamp act, 1899 (II of 1899), section 2(5) and schedule I, Articles 15, 19, 24, 26 and 34.
14. The Arms Act, 1959 ( 54 of 1959).

**PAPER-III - LAW ALLIED TO CUSTOMS AND SERVICE REGULATIONS  
(WITH BOOKS EXCEPT GOVERNMENT SERVANT'S CONDUCT  
RULES)**

1. The Foreign Trade (Development and Regulation) Act, 1922.
2. The Indian Evidence Act, 1872.
3. The Central Civil Services (Conduct) Rules, 1964.
4. The Central Civil Services (leave) Rules, 1972.
5. The Central Civil Services (Classification, Control and Appeal) Rules, 1965.
6. Relevant portions of the Code of Criminal Procedure, 1973 and the Code of Civil Procedure, 1908.
7. The Prevention of Money Laundering Act, 2002 (15 of 2003).
8. The Foreign Exchange Management Act, 1999.

**PAPER - IV LOCAL ORDERS OF THE CUSTOM HOUSE (WITHOUT BOOKS)**

1. Board circulars and instructions.
2. Public Notices.
3. Local supplement to the Customs Manual.
4. Rules and orders in force in the local custom house which are included in the standing orders and the Departmental orders and all instructions relating to the particular Customs house which are contained in the manual of the Customs House.

**PAPER –V - COMMERCIAL PRACTICE, MERCANTILE LAW, ECONOMIC AND COMMERCIAL GEOGRAPHY AND GENERAL KNOWLEDGE (WITHOUT BOOKS)**

1. Mercantile Law- only general knowledge will be required.
2. Commercial practice- only general knowledge will be required.
3. Elementary Banking and Accountancy.
4. Geography- Geography of the world; knowledge of the situation of countries with their principal sea port trade routes and articles of commerce and their overseas possessions. Particular knowledge will be required of the physical and commercial geography of India.
5. General knowledge – The candidate will be expected to be able to write a precis and answer questions involving the use of common English phraseology with some knowledge of current affairs.

**PAPER – VI - HINDI**

The examination in Hindi will comprise the following.

1. Translation of a passage from English to Hindi and from Hindi to English.
2. Correction of sentences and giving Hindi words equivalents for English words.
3. Answer from the Hindi passage.
4. Conversation.
5. Reading of petitions and documents written in manuscripts in Hindi.
6. Classification of Official Language Act, 1963 (19 of 1963) and
7. Knowledge of Hindi rules and regulations.

Note : The candidates are advised to study the following books.

- |                                   |   |
|-----------------------------------|---|
| 1. Rashtriya Bhasha parts I to IV | Indian press Ltd, Allahabad.                                |
| 2. Hindi Rachana Parts I to III   | Dakshin Bharat Hindustani Parchar<br>Sabha Madras           |
| 3. Hindi in thirty days           | Pt. Dulary Lal Bhargava, Ganga Fine<br>Arts Press, Lucknow. |

**PAPER – VII VIVA VOICE**

THE CANDIDATES WILL BE EXAMINED ORALLY TO TEST THEIR GENERAL FITNESS FOR SERVICE BY A BOARD OF EXAMINERS WITH THE COMMISSIONER AS CHAIRMAN AND TWO OFFICERS NOT LOWER IN RANK THAN ASSISTANT COMMISSIONERS AS MEMBERS.

### ANNEXURE - III

Send the details in the Excel (.xlsx) Format only through official e-mail on [nacenum@nic.in](mailto:nacenum@nic.in) with copies marked to [mariettada.c078501@gov.in](mailto:mariettada.c078501@gov.in) and [meenarg.g149801@gov.in](mailto:meenarg.g149801@gov.in)  
(All fields are mandatory)

Details of Cadre Control Authority of Customs Examiners and Preventive Officers (FOR SENDING RESULTS AFTER EVALUATION OF ANSWER SHEETS)

Address of the office of the Cadre Controlling Authority	
Official email address of the office of the above CCA	
Office Phone no. of the above CCA	
Number of examination centers under the above CCA	
Pr. CCO/CCO under which the above CCA falls	

Details of Nodal Officer (and Alternative Officer details) of each Examination Center under the above CCA (FOR SENDING QUESTION PAPERS)

Address of the Examination center	Name, designation, official email id, Mobile No. and landline number of Nodal Officer of the concerned Examination center	Name, designation, official email id, Mobile No. and landline number of Nodal Officer of the Alternative Officer of the concerned Examination center	Designation and address of HOD level officer under which the concerned examination center will fall

(Kindly add rows as may be required)

No. of Question papers for different cadres required at different examination centers (as above)  
(All fields are mandatory)

Address of the Examination Center	Designation	No of Papers required for each cadre at each examination center					
		P-I	P-II	P-III	P-IV	P-V	P-VI
	Examiners						
	Preventive Officers						

(Kindly add rows as may be required)