



सीमा शुल्क आयुक्त का कार्यालय (निवारक)  
OFFICE OF THE COMMISSIONER OF CUSTOMS (PREVENTIVE)  
नं 1, विल्लियम्स रोड, कन्टोनमेंट, तिरुच्चिरापल्लि-620 001  
NO.1 WILLIAMS ROAD, CANTONMENT, TIRUCHIRAPPALLI- 620 001

C.NO.II/03/08/2017-Pers

Date : 15/04/2018

**CIRCULAR**

Sub : Drawal of Panel in respect of Head Havaldar / Havaldar for posting to Customs Airport, Trichy for the year 2018-19 – Reg.

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It is proposed to draw a panel of officers from the category of Head Havaldar /Havaldar working in Trichy Customs Commissionerate and office of the Chief Commissioner of Customs (Prev.), Trichy for posting to Customs Airport Trichy for the year 2018-19.

2. The Conditions to be satisfied for the posting to Airport Trichy by Head Havaldar/ Havaldar are as under :

- (A) The Officer should have served continuously at least two years in Trichy Customs Commissionerate or CC(P)'s office by 30/06/2018.
- (B) The officers should have a clean service record.
- (C1) The Head Havaldar /Havaldar, who had already worked in Custom House, Tuticorin/ Karaikal Port / ICDs, shall be eligible for Airport, Trichy only after completion of 02 years of cooling-off period from such postings.
- (C2) The Head Havaldar / Havaldar on repatriation from DRI deputation shall be eligible for Airport Trichy only after completion of 02 years of cooling-off period from such postings.
- (D) The empanelment of officers will be made as follows:
- Officers who have not worked in Airport / ICDs / CH Tuticorin / Karaikal Port will be empanelled first according to cadre and seniority
  - Officers who have already worked in Customs formations like ICDs, Custom House Tuticorin, Karaikal Port and not worked in Airport Trichy will be empanelled next and posted according to seniority

- c) Reposting of officers to Trichy Airport will be considered and empanelled as under:
- i) Officers worked in Trichy Airport alone will be considered as first out basis.
  - ii) Officers already worked in Trichy Airport /CH Tuticorin / Karaikal Port or any of ICDs will be considered if there is no officer available as per conditions 2 (D) a, b and c (i) above and according to seniority in the respective cadre.
- E) After completion of one year posting at Customs Airport, Trichy, the officers are liable to serve in any formation of the Commissionerate as found necessary by the administration.
3. An officer selected for posting to Airport, Trichy will be paid Transfer Allowances only if he had completed the station tenure from where he/she is posted to Airport. Each officer is required to give a list of three stations of their choice for posting, one month before completion of his/her tenure at Airport. On completion of tenure at Airport, if the officer is posted to any station of his/her choice, Transfer Allowances will not be paid. Transfer Allowances will be paid only if he/she is transferred to any other place as per the requirement of the administration.
4. Head Havaldar / Havaldar, who are eligible and willing to apply for posting to Trichy Airport as per the above conditions, may furnish their written request / willingness in the enclosed proforma with **their history of postings** through their DC / AC concerned so as to reach this office **on or before 30/04/2018**.
5. This is issued with the approval of Commissioner of Customs, Trichy.

(जे मुहम्मद नवफल/ J. MD. NAVFAL)  
संयुक्त आयुक्त (पी एवम वी) /JOINT COMMISSIONER (P&V)

To  
The Deputy / Assistant Commissioner of Customs, Customs Divisions,  
Trichy / Cuddalore / Nagai / Ramnad / Tuticorin/ AIU/Hqrs. Trichy

Copy submitted to :  
The Chief Commissioner of Customs (Prev.), Trichy.

Copy to :  
All Section Heads in Customs Hqrs. Office, Trichy.  
All Customs Formations in Customs Commissionerate, Trichy.  
The General Secretary, Group 'C' non-Gazetted Executive officer's Association, Trichy  
Computer cell / Hindi cell

**PROFORMA FOR WRITTEN REQUEST / WILLINGNESS FOR POSTING TO CUSTOMS AIRPORT  
TRICHY**

1. Name of the Officer :
2. Designation :
3. Date of, Regular Appointment :  
in the present grade :
4. Seniority number (Latest) :
5. Place of working :
6. Date from which working in the  
Trichy Customs Commissionerate  
/ CC(P)'s office :
7. Date from which working in the  
present station :
8. Whether previously worked in  
Customs Airport /ICDs /  
CH Tuticorin, if so :

FROM

TO

CH Tuticorin

Airport Trichy

ICD

Karaikal Port

DRI

**DECLARATION**

I hereby submit my willingness for posting to Customs Airport, Trichy for a period of one year. I undertake that I will join duty at Customs Airport, Trichy, as and when I am posted and that I will not ask for any cancellation / Modification.

SIGNATURE

**CERTIFICATE**

Certified that the above particulars have been verified with the Service records and they have been found correct.

ADMINISTRATIVE OFFICER  
(HQRS. / DIVISION)