



भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE

आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER
केन्द्रीय जीएसटी एवं केन्द्रीय उत्पाद शुल्क,
CENTRAL GST & CENTRAL EXCISE
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2337552/2337553

C.No.II/3/01/2018-Estt.

Dated 08.01.2018

सेवा में To

All the Deputy/Assistant Commissioners,
Central GST & Central Excise, Headquarters, Thiruvananthapuram;
Thiruvananthapuram North/South/ Kollam/ Alappuzha,
Pathanamthitta / Kottayam Division,
Airport/ Air Cargo, Thiruvananthapuram.

महोदय/ महोदया,

विषय : तिरुवनन्तपुरम क्षेत्र के केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क आयुक्तालयों में वार्षिक सामान्य स्थानांतरण, 2018 के बारे में -

Sub: Annual General Transfer, 2018 in Central Tax and Central Excise Commissionerates in Thiruvananthapuram Zone - representations called for - regarding.

उपरोक्त विषय पर, कोचीन प्रधान आयुक्त के पत्र सी सं. II/3/37/2017-Estt. दिनांक 02.01.2018 की प्रति संलग्न है। Please find enclosed a copy of letter C.No. II/3/37/2017-Estt. dated 02.01.2018, of Principal Commissioner, Cochin on the above subject.

निदेश है कि सभी अधिकारी वार्षिक सामान्य स्थानांतरण के लिए वेबसाइट www.cepsonline.in/mypay में उपलब्ध प्रोफार्मा में उनके स्थानांतरण / प्रतिधारण अनुरोध प्रस्तुत करें। आवेदन की भरी प्रतियां (दो प्रतियों में) स्थापना अनुभाग को संबन्धित नियंत्रक अधिकारियों की विशेष टिप्पणी के साथ दिनांक **25.01.2018** को उचित माध्यम के द्वारा प्रस्तुत किया जाए। प्रोफार्मा प्रस्तुत करते समय प्रशासनिक अधिकारी (डीडीओ) को अधिकारियों द्वारा दी गई ब्यौरे की सत्यता को प्रमाणित करना चाहिए।

All Officers are directed to submit their transfer /retention requests in the proforma available in website www.cepsonline.in/mypay for considering their cases for Annual General Transfer. The print out of the online filled applications of AGT (in duplicate) may be submitted through proper channel to the Establishment Section latest by **25.01.2018** along with specific comments of the Controlling Officers concerned. While submitting the proforma, the DDOs should certify the correctness of the particulars furnished by the officers.

निर्धारित तिथि के बाद प्राप्त अभ्यावेदन / विकल्पों पर विचार नहीं किया जाएगा.

Representations/options received after the stipulated date will not be considered.

भवदीय Yours faithfully,

(पोन. सुप्रिया PON SUPRIYA)

सहायक आयुक्त ASSISTANT COMMISSIONER



भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
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प्रधान आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER

केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क, कोच्चि

CENTRAL TAX & CENTRAL EXCISE, KOCHI

केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING

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C.No. II/3/37/2017 Estt

Date: 02.01.2018

Sub: Annual General Transfer, 2018 in Central Tax and Central Excise Commissionerate in Thiruvananthapuram Zone - reg

In the AGT-2017 the personal details of officers/staff were obtained using the cepsonline system. Hence for AGT 2018, it is decided to follow the same and in this regard each officer is required to obtain an individual username and password from the concerned DDO, if not obtained earlier, for accessing the website www.cepsoline.in/mypay for all the details regarding Pay, Income Tax, AGT etc. Username will be the e-mail address supplied by the employee. Password will be generated and e-mailed by the concerned DDO as and when the employee supplies the e-mail address.

2. Superintendent (Systems) and officers of Computer Section in Hqrs/Divisions and the staff and Administrative Officer (DDO) in Hqrs./Divisions should assist the individual officers for online filing of AGT proforma and for obtaining username and password of www.cepsoline.in/mypay site.

3. All officers are directed to submit their transfer/retention requests in the proforma available in website www.cepsoline.in/mypay for considering their cases for Annual General Transfers, 2018. Additional/ Joint Commissioners of Kozhikode/ Thiruvananthapuram/ Customs (Preventive) Commissionerate/ Audit, Kochi/ All Divisional Deputy/ Assistant Commissioners/ Range Superintendents/ Section Heads in Divisions and Headquarters Office/

Superintendents in Custom Houses are requested to circulate this letter among the staff working under their charge. The print out of the online filled applications of AGT 2018 to be sent through proper channel, along with their specific comments, if any. All officers are directed to compulsorily give their online filled print out of AGT proforma since all representations received till date have been disposed. In case the officers do not submit their options, it will be presumed that they are willing to be posted anywhere in Kochi/ Kozhikode/ Thiruvananthapuram/ Customs (Preventive)/ Audit Commissionerates.

4. Officers may note that the willingness for Airport/ UB postings given in Part-III of the proforma should also be duly filled in by all officers. **All officers are further informed that option for AP/UB/ AIU etc. once exercised will be final and will not be allowed to be withdrawn at a later date till the next AGT.**

5. Duly filled in proforma should reach this office latest by 01.02.2018.

6. History of Postings of each officer should be signed by respective Administrative Officer certifying the correctness of data. History of postings received without certification/ signature of Administrative Officers will not be accepted.

7. Divisional heads should ensure the submission of printouts of the online filed AGT proforma in respect of all officers working under their jurisdiction without fail.

8. All DDOs are requested to send the list of officers, who have completed 2/4/6 years in a station, separately for each cadre.


(AMARNATH KESARI)
JOINT COMMISSIONER [P&V]

To:

As per D.L. 1.