



भारत सरकार/ Government of India

वित्त मंत्रालय/ Ministry of Finance // राजस्व विभाग/ Department of Revenue

केन्द्रीय कर के प्रधान मुख्य आयुक्त का कार्यालय, बेंगलूरु अंचल

OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF CENTRAL TAX, BENGALURU ZONE

पी.बी.सं5400., सी.आर.भवन, क्वीन्स रोड, बेंगलूरु560001-

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E-file: GCCO/II/3/POST/11/2025-ESTT-O/o Pr CC-CGST-ZONE-BENGALURU

दिनांक/Dated: As e-signed

2nd REMINDER

NOTICE

Sub: Allocation of the candidates who have qualified based on the SSC Havaladar / MTS Examinations, 2024 to the post of Havaladar in the Central Board of Indirect Tax and Customs – 2nd reminder for Document Verification

Please refer to letter dated 21.03.2025 (copy enclosed) issued by the Assistant Commissioner (Office of the Principal Chief Commissioner of Central Tax, Bengaluru Zone) from GCCO/II/31/2/2025-ESTT-O/o Pr CC-CGST-ZONE-BENGALURU on the subject - Allocation of the candidates who have qualified on the basis of the SSC Havaladar / MTS Examinations, 2024 to the post of Havaladar in the Central Board of Indirect Tax and Customs.

2. It is to inform that this office is conducting Medical Examination / Document Verification (3rd chance) for the following candidates for recruitment to the post of Havaladar through MTS/Havaladar Examination 2024 scheduled on 17.06.2025 from 10.00 am onwards at the 3rd Floor, Central Revenue (Annexe) Building, Queen's Road, Bengaluru:

S. No.	S. No. as per original list	Roll No.	Name of the Candidate (Ms./Sh./Smt.)
1	3	2201009498	SHUBHAM
2	20	2401012707	HARISH SUTHAR

3	21	2405036799	NITESH YADAV
4	32	2405199099	HEMANT KUMAR MEENA
5	54	3010103686	DIVAKAR SINGH
6	56	3011025486	AAKASH JAWLA
7	57	3011039680	VIKASH PANWAR
8	69	3206217429	RAJNISH KUMAR
9	125	9211008437	ANANTHANARAYANAN P K
10	128	9211014109	PRASANTH NAIR P
11	130	9213011150	FELIX JOHNSON

3. Candidates are advised to plan their itinerary for at least 2 days to attend Document Verification/Medical Examination. The process of Document Verification is subject to receipt and verification of dossiers by the designated authority in the Zone.

4. The Attestation Form, in original triplicate (3 originals), may be duly filled in all respects (filled by hand only) and produced at the time of document verification to the undersigned without fail. The last page of Attestation Form, called 'Identity Certificate' must be duly filled from a Gazetted officer of the Central or State Government or Stipendiary Magistrates **(3 originals with known period of at least 2 years)**.

5. Further, the candidates should bring the following documents **(3 originals)**:

- i. One form of Character Certificate (Annexure 'A') in the enclosed proforma, obtained from the Authority indicated therein **(with a known period of at least 2 years)**.
- ii. Character certificate obtained from two different Gazetted Officers in the enclosed proforma **(with a known period of at least 2 years)**.
- iii. One form of Personal Data duly filled by the candidate and signed.

6. Additionally, the candidates should bring the following documents (in original) **along with 3 photocopies** at the time of Document verification:

- i. Original SSLC/SSC/10th class Marks statement (for proof of date of birth)
- ii. Original Educational Qualification.
- iii. Original Caste/Community Certificate, in case of SC/ST/OBC/ EWS Certificate in the prescribed form (format enclosed) (must be valid as per SSC Notice for MTS (Non-Technical) Staff and Havaldar (CBIC & CBN) Examination, 2024).
- iv. Discharge Certificate in case of Ex-Servicemen (must be valid as per SSC Notice for MTS (Non-Technical) Staff and Havaldar (CBIC & CBN)

Examination, 2024).

- v. Disability Certificate in case of Divyangjan (Persons with Disabilities) candidates (format enclosed) (must be valid as per SSC Notice for MTS (Non-Technical) Staff and Havaladar (CBIC & CBN) Examination, 2024).
- vi. Four passport-size photographs.
- vii. Prescribed Photo ID cards like Aadhar/PAN/Voter ID/Driver License / Passport, etc.
- viii. Income and Assets Certificate for Economically Weaker Section (EWS) Category candidates (must be valid as per SSC Notice for MTS (Non-Technical) Staff and Havaladar (CBIC & CBN) Examination, 2024).
- ix. Discharge Certificate/NOC to attend DV from previous employer in case the candidate is employed in any of the offices under the Central Government/State Government, Autonomous Body, and Public Sector Undertaking presently. The certificate should be obtained with reference to this Notice.

7. As per DOP&T'S instructions, physically handicapped candidates must submit a Disability Certificate issued by the competent authority in the prescribed format (original & photocopy). The competent authority for issue of the Disability Certificate shall be a Medical Board duly constituted by the Central or State Government. Certificate not conforming to the prescribed format will not be accepted.

8. No Traveling Allowance/Daily Allowance will be paid in this regard.

9. This call letter is only for the purpose of consideration for appointment to the post of Havaladar and shall not confer any right for appointment to the said post. Appointment orders shall be issued only after verification of the relevant documents specified above and will be issued thereafter. The candidates can return after completion of the formalities.

(KAMALAKAR H. SAREKAR)
ASSISTANT COMMISSIONER

संलग्न/Enclosed: As above.

प्रतिलिपि:/Copy to:

1. The Under Secy. (Ad.III-B), CBIC, HUDCO Vishala Building, Bhikaji

Cama Place, R.K. Puram, New Delhi

2. The Joint Director (HRM-II), DGHRD, CBIC, 409/8, Deep Shikha, Rajendra Place, New Delhi.
3. The Superintendent (Systems-East Commissionerate), Central Tax, (for uploading in website).