

	आयुक्त सीमाशुल्क (सामान्य) का कार्यालय OFFICE OF THE COMMISSIONER OF CUSTOMS (GENERAL) कार्मिक एवं स्थापना अनुभाग, नवीन सीमा शुल्क भवन, बलार्ड एस्टेट, मुंबई 400001- P&E Section, New Custom House, Ballard Estate, Mumbai- 400 001 (Tel: 022 - 2275 7738), Email id: p.estt-mum-cus-zone1@gov.in	 आज़ादी का अमृत महोत्सव
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I/3730358/2026

Date: As e-signed

CIRCULAR No. 01/2026 P&E (Min.)

**Subject: Departmental Examination for confirmation of Tax Assistants
scheduled to be held from 04.02.2026 to 06.02.2026- reg.**

As intimated by the Pr. Additional Director, NACIN, Vadodara vide Examination Notice F.N. NACIN/II/12/15/2025-ADMN dated 02.01.2026 the Departmental Examination for confirmation of Tax Assistants scheduled to be held from **04.02.2026 to 06.02.2026**.

Detailed schedule is as under:

Paper	Subject	Max. Marks	Pass Mark	Date	Time
Paper-I	Customs Law and Procedures (With Books)	100	50	04.02.2026	10:00 hrs to 13:00 hrs
Paper-II	Goods & Services Tax Law and Procedures (With Books)	100	50	04.02.2026	14:00 hrs to 17:00 hrs
Paper-III(A)	Computer Application and Use of Internet (Theory)	50	25	05.02.2026	10:00 hrs to 11:30 hrs
Paper-III(B)	Computer Application and Use of Internet (Practical)	50	25	05.02.2026	12:00 hrs to 13:30 hrs
Paper-IV	Administration (With Books except for conduct Rules)	100	50	05.02.2026	14:00 hrs to 17:00 hrs
Paper-V	Economic and Commercial Geography and General Knowledge (Without Books)	100	50	06.02.2026	10:00 hrs to 13:00 hrs
Paper-VI	Hindi	100	50	06.02.2026	14:00 hrs to 17:00 hrs

2. Eligibility criteria to appear in the above said examination as per Departmental Examination Rules, 2024 is as under-

“Directly recruited officers shall pass the departmental confirmation examination within two years of their appointment.”

3. In Paper-III (Computer Application and Use of Internet) (Theory and

Practical), equal marks and time shall be allocated to Theory (Part-A) and Practical (Part-B). Candidates are required to score a minimum of 50% marks in theory and practical separately.

4. In case of papers (with books), only prescribed books shall be allowed to be carried into examination hall by the candidates. Candidates are advised to arrange books at their own.
5. The application should be reached in the P&E Section, 2nd floor, not later than **15.01.2026** in the prescribed proforma (**Annexure 'C'**) **by hand only**. Application received after 15.01.2026 will not be entertained under any circumstances. Incomplete details may result in rejection of the application/form (Annexure 'C') without any further intimation to the officer.
6. Candidates are directed to refer Departmental Examination Rules (DER), 2024 dated 18.12.2024 for detailed syllabus of the question papers carefully, as mentioned above. Candidates should check their previous result if any, and apply for this departmental examination accordingly. If the candidate has already passed any of the paper(s) as per DER, 2008, he need not pass the same paper again simply because of changing in sequences of the papers. No representation after the submission of wrong/incorrect willingness form will be entertained.
7. As per DER, 2024, **candidate who has passed his matriculation or an equivalent or higher examination with Hindi as one of the subject, may be exempted from passing the examination in Hindi**. The candidate who wish to avail exemption in Hindi Paper should clearly mention in his/her willingness form and submit duly self-attested photocopy of marksheet along with Annexure-C.
8. Candidates are directed to submit their willingness form only after certification of the information from their Service Book by the respective AO/ACAO/CAO. No representation regarding rectification in DOB/DOJ etc. after the submission of wrong/incorrect willingness form will be entertained.
9. Further, All the head of department are requested to bring this circular to the notice of all the concerned officers working under them, including those on leave, on deputation with other Directorate/ Organizations, so as the willingness of the candidates reaches in time to enable this department to conduct the examinations effectively.

This issues with the approval of Commissioner of Customs (Gen), NCH.

Assistant Commissioner of Customs,
P&E Section, NCH
Mumbai -01

Encl: Annexure-C (Willingness form)

Copy to:

1. The Pr. Chief/Chief Commissioner of Customs, Mumbai Customs, Zone-I, II & III
2. The Pr. Commissioner/Commissioner of Customs (General/Import-I,II/Export and Audit), Zone – I, II & III
3. EDI Section (for uploading the same please).
4. Office Copy.