

प्रधान आयुक्त, सीमाशुल्क का कार्यालय (सामान्य)  
**OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS (GENERAL),**  
नवीन सीमाशुल्क भवन, बेलार्ड इस्टेट, मुंबई - 400 001  
**NEW CUSTOM HOUSE, BALLARD ESTATE, MUMBAI - 400 001**

F. No. S/5-287/2018/Estt-(P&E)

Date: 21.10.2018

**CIRCULAR NO. 40/2018**

Attention is invited to Note issued F.No. S/I-22(02)/2017 CCO-I, Unit-I dated 11.06.2018 from Chief Commissioner of Customs, Mumbai, Zone-I stating the fact that Digital India Campaign is one of the top priority initiatives of the Hon'ble Prime Minister. During the 2<sup>nd</sup> Rajaswa Gyan Sangam, held on 1-2 September, 2017, the Hon'ble Prime Minister emphasized on Digitisation of processes to achieve the objective of paperless & Faceless Departments.

2. In view of above guidelines, the exercise of Digitalisation and updating History of Posting of Appraising Officers/Inspector (Examiner) is to be initiated and all officers are hereby directed to submit their history of posting by **26.10.2018** positively, under their signature on the HOP sheet (Annexure-I) on email-ID [pecstt2018@gmail.com](mailto:pecstt2018@gmail.com) and also a hard copy of the same shall be sent to the Personnel & Establishment Section, New Custom House, Mumbai- 400 001 by the due date.

3. A passport size coloured photograph is also to be attached with the HOP Sheet.

4. This issues with the approval of Additional Commissioner of Customs, P&E, NCH, Mumbai, Zone-I.



**(Jitendra Patel)**

Dy. Commissioner of Customs,  
P & E Section, Zone-I, Mumbai

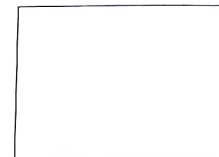
Copy to:

1. The Chief Commissioner of Customs, Mumbai Zone-I/II & III.
2. The Chief Commissioner of Customs, Ahmedabad, Gujarat.
3. The Chief Commissioner of Customs, Goa.
4. The Commissioner of Customs, Mumbai Zone-I/II & III.
5. The Commissioner of Customs (Preventive), Delhi.
6. The Commissioner of Customs & Central Excise, Pune.
7. The Commissioner of Customs & GST, Nashik.
8. All ADCs/JCs of Mumbai Zone-I/II & III with a request to instruct the concerned officers or controlling officers to provide the same on time.
9. DC/AC EDI with a request to upload on website.
10. Office Copy.

### **PROFORMA**

History of posting since appointment in the present grade in the prescribed proforma has to filled up by the individual concerned.

1. Name of the Officer:
2. Date of Birth:
3. Designation:
4. Date of appointment in the present grade:
5. Present Zone of posting:



Recent photograph

S.No.	Zone (I/II/III)( Out station	Commissionerates (Imp./Exp./Gen./Appeal/ Audit, etc.)	Section	Date		Period of stay in days	Establishment Office Order No. dt.
				From	To		

Disclaimer: I certify that the foregoing information is correct and complete to the best of my knowledge and belief.

Signature of the Officer  
& Designation:  
Date:  
Place: