



प्रधान आयुक्त सीमाशुल्क (सामान्य) का कार्यालय  
OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS (GENERAL)  
कार्मिक एवं स्थापना, नवीन सीमाशुल्क भवन, बेलार्ड इस्टेट, मुंबई - 400001  
P&E SECTION, NEW CUSTOM HOUSE, BALLARD ESTATE,  
MUMBAI-400 001

F. No S/5-201/22-23 P&E Estt.

CIRCULAR NO. 88/2023



Attention of all concerned Ministerial Staffs (AO, Sr. PS, PS, Steno all grades, EA, TA, LDC,) and Non-Ministerial Staffs (Telecommunication Staffs, Drivers all Grade, Canteen Staffs) is invited to the subject of grant of MACP to those who have completed 10/20/30 years of regular service as on date and have not been granted the MACP benefits yet and also those who will be completing 10/20/30 years of regular service by 30.09.2023 and are due for the MACP benefits, are hereby called upon to submit their application in the enclosed proforma. The duly filled in application complete in all respect must reach the undersigned within 30 days from the date of issue of this letter. Application received after stipulated date will not be considered in the ensuing DSC.

This issues with the approval of Pr. Commissioner of Customs(G), NCH, Mumbai Customs, Zone-1.

Encl: Annexure-I

(हरीश आर राव) / (Harish R. Rao)

सहायक आयुक्त सीमाशुल्क- / Assistant Commissioner of Customs,  
कार्मिक और स्थापना अनुभाग / Personnel & Establishment Section,  
नवीन सीमाशुल्क भवन, मुंबई / New Custom House, Mumbai

संलग्न :- As above

Copy to:

1. The Pr. Chief Commissioner/Chief Commissioner of Customs, Mumbai, Zone-I, II & III
2. All The Principal Commissioners/ Commissioners of Customs, Mumbai, Zone-I, II & III
3. The Dy. Commissioner of Customs, EDI, NCH, Mumbai, Zone-I. (for uploading on the website)
4. Office Copy.

**PROFORMA OF SERVICE DETAILS FOR MACP PURPOSE (ANNEXURE-I)**

1	Service Book No.	
2	Name of the Officer	
3	Date of Birth	
3-a	Contact No:	
4	Present Designation	
5	Present pay scale/Grade pay	
6	Details of previous service (if any)	
7	Designation	
8	EOO No/Date	
9	Date of joining	
10	Regular/adhoc	
11	Pay fixed i.e. scale/pay band grade pay	
	<b>First Promotion details</b>	
12	EOO No date	
13	Date of joining	
14	Regular/adhoc	
15	Pay fixed i.e. scale/pay band grade pay	
	<b>Second Promotion details</b>	
16	EOO No date	
17	Date of joining	
18	Regular/adhoc	
19	Pay fixed i.e. scale/pay band grade pay	
	<b>Third Promotion details</b>	
20	EOO No date	
21	Date of joining	
22	Regular/adhoc	
23	Pay fixed i.e. scale/pay band grade pay	
24	1 <sup>st</sup> ACP details	
25	1 <sup>st</sup> MACP details	
26	2 <sup>nd</sup> MACP details	
27	3 <sup>rd</sup> MACP details	
28	Any other details	

Name in full  
Designation

Countersigned by AO/APB