



अपर महानिदेशक का कार्यालय
राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं नारकोटिक्स एकेडमी
आंचालक प्रशिक्षण संस्थान, वडोदरा
दूसरी मंजिल जीएसटी भवन, सुभानपुरा, वडोदरा, गुजरात 390020, भारत

Office of the Additional Director General
National Academy of Customs, Indirect Tax and Narcotics
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Vadodara, Date: 20-11-2023

Examination Notice

Conduct of Departmental Examination for Confirmation of Staff Car Driver and Sepoy for the Year 2023-2024.

(Ref: Departmental Examination (Central Excise and Customs), Rules 2008)

NACIN, Faridabad vide their letter under F. No. NACIN/II/12/3/2020-EXAM-O/o Pr. D.G.-NACIN-Faridabad dated 19.07.2023 has communicated the Annual Calendar of Departmental Examinations for the year 2023-2024. The undersigned is directed by the Competent Authority to notify the schedule of the Departmental Examination for Confirmation of Staff Car Driver and Havaladar. The **schedule** of the said Examination and the **important** dates are given as under;

Sl. No.	Subject	Max. marks	Pass marks	Date	Time
1	Paper I:- General Awareness	100	50	06.02.2024	10.00 to 12.00 Hrs
2	Paper II: Hindi	100	50	06.02.2024	14.00 to 16.00 Hrs
3	Paper III:- Physical Cum Viva	100	50	07.02.2024	10.00 to 12.00 Hrs

Note: The syllabus in detail for each paper are enclosed as **Annexure-A**.

- The Physical cum Viva shall be conducted by the jurisdictional Chief Commissioner's office/ Director General/Commissionerates/ Directorates **and the results of this may be declared by the concerned Chief Commissioner's office with intimation to this office.**
- It may be noted that, this office will not declare/ communicate/ upload any separate results for proficiency in Physical Cum Viva.** All the offices where the physical Cum Viva is conducted are requested to send the results directly to their respective Cadre Controlling office.
- The claim for exemptions from appearing in Hindi Examination shall be governed as per the instructions issued by DOPT from time to time and the decision in this regard rests with the respective jurisdictional

- Commissionerates. Hence, no query in this regard may be sent to NACIN.
5. The question paper shall be both in English & Hindi (except Paper-II Hindi). The candidates have the option to write the answer either in English or Hindi.
 6. Requisition for the question papers must reach to the Assistant Director (Exam), NACIN, Vadodara latest by **15.01.2024**. Question paper for the said exam, in password protected PDF format, shall be sent to the nominated authorized officer through e-mail on 02.02.2024. Password for opening the PDF file will be provided on 05.02.2024. The authorized officer shall ensure that the examination is conducted in a fair and transparent manner. Requisition for question Papers may be sent to **E-mail id: nacinbrd.exam@gmail.com**.
 7. The name, address & Official telephone/email id of Addl./Joint/Deputy/Assistant Commissioner who would be authorized to conduct the examination/to whom question papers are to be sent should also be furnished while sending requisition for the question papers.
 8. This examination notice is also being posted on NACIN website. The marks obtained in the examination shall also be displayed on NACINs website.
 9. **All the Chief Commissioners' offices are requested to circulate this Notification to all the Commissionerates/ Customs Houses within their jurisdiction, NACIN, Vadodara will not be communicating with any of the individual Commissionerates separately in this regard.**
 10. The queries regarding reservation policy, pass marks, eligibility to sit in the examination and declaration of results etc. may not be referred to NACIN, as these decisions rest with the respective Cadre Controlling Authority/Jurisdictional Commissionerates. Any reference in this regard shall not be entertained by NACIN.
 11. NACIN Vadodara on directions of NACIN Faridabad reserves the right to cancel the whole examination or the examination of a Candidate or that of a Centre or of a cluster of centers, if it is found that unfair means were used or allowed to be used.
 12. Instructions for Examination are **enclosed** with this letter.

Yours faithfully,

Encl: As above.

(Dr.ASHIR TYAGI)
ADDITIONAL DIRECTOR

GENERAL
Copy to:

- i. All the Chief Commissioners/ Customs/ GST/ Customs (Preventive)/ Audit.
- ii. All the Directorates under CBIC.
- iii. All the Additional Director Generals, NACIN.
- iv. Webmaster for display on the CBIC/ NACIN website.

(Dr.ASHIR TYAGI)
ADDITIONAL DIRECTOR GENERAL

Instruction for Examination

1. The details of the examinations scheduled to be conducted are mentioned below.

Sl. No.	Subject	Max. marks	Pass marks	Date	Time
1	Paper I:- General Awareness	100	50	06.02.2024	10.00 to 12.00 Hrs
2	Paper II: Hindi	100	50	06.02.2024	14.00 to 16.00 Hrs
3	Paper III:- Physical Cum Viva	100	50	07.02.2024	10.00 to 12.00 Hrs

2. The **Cadre Controlling** Authority / Commissionerates / Directorates shall authorize an officer to be the Supervisor, who will function as the overall in-charge of conducting the examination and he/she shall be responsible to conduct free and fair examination. He/ she shall also be responsible to maintain secrecy. The authorized officer shall acknowledge receipt of password protected PDF file to NACIN on the mail ID **nacinbrd.exam@gmail.com**. The required No(s) of Xerox copies shall be done secretly under personal supervision of the Supervisor. Supervisor is required to select an Invigilator to conduct the examination smoothly. **The answer sheets and the attendance sheet arranged serially according to allotted Roll No(s) in sealed cover should be sent to NACIN immediately after the examination.**
3. The **Roll Numbers** are to be allotted to the candidates in the Commissionerates / Customs Houses by their respective Cadre Controlling Offices and Directorates at the time of the nominations itself.
4. The Invigilators and the Supervisors shall maintain confidentiality, impartiality & discipline in conducting the examination and ensure that any unfair means or cheating is not occurring in and around the examination centre. NACIN, Vadodara on directions of NACIN, Faridabad reserves the right to cancel the whole examination or that of an individual candidate or of a Centre or in a group of centers, if any unfair means are established in the examination process. It can also recommend disciplinary actions against the Supervisors or the Invigilators, if necessary.

5. The **answer sheets** shall contain either in printed form or by affixing rubber stamp, the following particulars:-

- i. The Name of the Examination
- ii. Roll No.
- iii. Name of Center
- iv. Date & Time of Examination
- v. Name of the Paper & Subject
- vi. No. of supplementary/loose answer sheets used (The invigilator will sign the loose sheets)
- vii. Signature of the Invigilator (on verification that all the information are correctly filled in by the candidates)
- viii. Marks obtained and
- ix. Signature of the Examiner

6. The examinations shall be cancelled if the candidates write their names or use any signs/symbols signatures etc. in the answer sheets which will hint the identification of the candidates in any way.

7. It shall also be notified to the candidates either in printed form or in affixed rubber stamp on the front part of the answer sheet that any attempt to disclose their names/identity and any indulgence of unfair means like copying from unauthorized sources or any behavior of the candidates that may be considered to be cheating by the Invigilator/Supervisor/NACIN shall render their examination as null and void.

8. Any **clarification** other than conducting the examination shall not be entertained by this office. Any correspondence on the process/conduct of examination may be made on 0265-2392140 (Telefax) or nacinbrd.exam@gmail.com.

9. The question papers for all the subjects shall be set and evaluated by the NACIN, Vadodara.

10. NACIN shall publish the marks obtained by the candidates. The results shall be declared by the Cadre Controlling Authority or anybody duly authorized by him/her in accordance with the Recruitment Rules, existing instruction and existing norms of relaxation to SC/ST & OBC Candidates issued by Ministry/Board from time to time. Any query regarding reservation policy, pass marks, recruitment rules, eligibility and declaration of results etc. shall not be entertained by NACIN, Vadodara.

11. Use and carrying of Mobile phone and any such electronic gadget in the examination hall by the candidates is strictly prohibited during the time of examination.

Dr. ASHIR TYAGI
ADDITIONAL DIRECTOR GENERAL

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