



राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं नार्कोटिक्स अकादमी
भारत सरकार, वित्त मंत्रालय, राजस्व विभाग
नासिन कॉम्प्लैक्स, सैक्टर-29, फरीदाबाद-121008

NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS
Government of India, Ministry of Finance, Department of Revenue
NACIN Complex, Sector-29, Faridabad-121008

फोन /Telephone : 0129-2504652-54

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F.No.II(15)83/NACIN/Deptt. Exam/2018 / 3139 to 3382

Dated: 16.10.2018
17

Departmental Examination for promotion of officers of Group 'C' Havaldar / MTS to the cadre of LDC for the year 2018-19.

Examination Notice

1. The departmental examination for promotion of officers of Group 'C' (Havaldar/ MTS) to the cadre of LDC for the year 2018-19 will be conducted on 06.12.2018.
2. The examination will have three (3) papers as below:

Sl No.	Subject	Maximum Marks	Pass Marks	Time	Duration
Paper-I	General English	100	50	10:00 hrs to 11:00 hrs	01 hour
Paper-II	Numerical Aptitude & General Knowledge	100(50+50)	50(25+25)	12:00 hrs to 13:00 hrs	01 hour
Paper-III	Hindi	100	50	14:00 hrs to 15:00 hrs	01 hour

3. The question paper shall be both in English & Hindi (except Paper on Hindi). The candidates have the option to write the answer either in English or Hindi. The exam at all the centres will start at 10:00 AM.
4. The Concerned Cadre Controlling Authority (CCA) shall conduct the typing test. The Typing Test Answer Sheets will be kept with CCA, who will also get them evaluated and prepare the result. The Answer sheets of typing test will not be sent to NACIN. A copy of the result may please be sent to NACIN for records.
5. Requisition for the question papers must reach to the Assistant Director (Exam) NACIN, Faridabad latest by 06.11.2018. Question paper for the said exam, in password protected PDF format, shall be sent to the nominated authorized officer through e-mail on 30.11.2018. Password for opening the PDF file will be provided on 05.12.2018. The authorized officer shall ensure that the examination is conducted in a fair and transparent

manner. Requisition for question Papers may be sent to Email id: **nacenfd.exam@gmail.com**.

6. 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.
7. This examination notice is also being posted on NACIN website. The marks obtained in the examination shall also be displayed on NACIN's website www.nacen.gov.in.
8. Eligibility of the candidates shall be decided by the Cadre Controlling Authority. Any reference on the question of eligibility shall not be entertained by NACIN.
9. 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 or any partiality or injustice is done to anybody in the examination. The Invigilator and the Supervisory officers of the examination centres also have the right to cancel the examination of a candidate or the whole of Centre under his jurisdiction, in case of use of unfair means.
10. 'Instructions for Examination' are enclosed with this letter.

This issues with the approval of the Additional Director General (Exam).



(Harish Kumar)

Additional Director (Exam)

Encl: Instruction (3 pages)

Copy to:

1. The Chief Commissioners of Customs (All)
2. The Chief Commissioner of Customs, Preventive (All)
3. The Chief Commissioners of CGST & Central Excise (All)
4. The Chief Commissioners of Customs, CGST & Central Excise (All)
5. All Directors General/Addl. Directors General/ Directors under CBEC.
6. The Commissioner of Customs (All)
7. The Commissioner of CGST & Central Excise (All)- including Audit
8. Narcotics Commissioner of India, Gwalior.
9. Additional Directors General, NACIN, ZTIs & RTIs (All)
10. The Chief Chemist, CRCL, New Delhi.
11. ✓ T/C NACIN website for uploading on the website.



(Harish Kumar)

Additional Director (Exam)

Instruction for Examination

1. The examination will have three (3) papers on 06.12.2018 as below:

Sl. No.	Subject	Maximum Marks	Pass Marks
Paper-I	General English	100	50
Paper-II	Numerical Aptitude & General Knowledge	100(50+50)	50 (25+25)
Paper-III	Hindi	100	50

2. The Cadre Controlling Authority 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 necenfdb.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 work will require him/her (supervisor) to allot Roll Numbers to the candidates, to make the seating arrangement for the officers who will appear at the examination, supply of standard stationery like answer sheets and to photocopy the question papers as much as required under his sole supervision with strict secrecy.
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 which can give some extra advantage to somebody and thus prejudicial to others. The whole exercise shall be designed and conducted to do justice to the deserving only. NACIN Hqrs. 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 of the following particulars like
- 1) The name of the Examination
 - 2) Roll No.
 - 3) Name of Center
 - 4) Date & Time of Examination
 - 5) Name of the Paper & Subject
 - 6) No. of loose answer sheets used (The invigilator will sign the loose sheets)
 - 7) Signature of the Invigilator (on verification that all the information are correctly filled in by the candidates)

- 8) Marks obtained and
- 9) Signature of the Examiner.

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

6. It shall also be notified to the candidates either in printed form or in affixed rubber stamp in 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 talking with anybody on the answer clues inside or outside the examination hour 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.
7. The eligibility of the candidates shall be ascertained by the Cadre Controlling Authority and 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 with Sh. Satya Ram, Assistant Director (Exam) at 9716566528 or Ms. S Meenalochani, Superintendent (Exam), NACIN, Sector-29, Faridabad-121008 at 0129-2504612.
8. NACIN shall publish the marks obtained by the candidates and the result, as the custodian of establishment records, in consultation with the Recruitment Rules and the instructions in force, if any, granting relaxations to the SC, ST & OBC candidates by the Ministry/ Boards from time to time, shall be declared by the Cadre Controlling Authority or anybody duly authorized by him/her with an intimation to this office for record.
9. Use and carrying of Mobile phone and any such electronic gadget in or around the examination hall by the candidates is strictly prohibited at the time of examination.
10. Candidates are not allowed under any circumstances to go out of the hall in the first thirty minutes even on completion/submission of the paper and only one person is allowed to be out under reasonable plea after the first 30 minutes during the examination period.
11. The question papers shall be in English and in Hindi. The candidates have the option to write the answers either in Hindi or English.

This issues with the approval of the Additional Director General (Exam).



(Harish Kumar)
Additional Director (Exam)

Copy to:

1. The Chief Commissioners of Customs (All)
2. The Chief Commissioner of Customs, Preventive (All)
3. The Chief Commissioners of CGST & Central Excise (All)
4. The Chief Commissioners of Customs, CGST & Central Excise (All)
5. All Directors General/Addl. Directors General/ Directors under CBEC.
6. The Commissioner of Customs (All)

7. The Commissioner of CGST & Central Excise (All) – Including Audit
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