



**GOVERNMENT OF INDIA  
MINISTRY OF FINANCE  
DEPARTMENT OF REVENUE  
NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES AND  
NARCOTICS [NACIN]**

1<sup>st</sup> to 3<sup>rd</sup> Floors, Plot No: 3/86-E, ATC STREET,  
Ambattur Industrial Estate,  
(Near AMBIT IT Park), Chennai-600058.  
Telephone No:26250157 / 26250159  
Fax No: 26250156 / 26250155  
e-mail: nacin.chennai@gov.in

08/06/2021

To  
All Principal Chief Commissioners/ Chief Commissioners of Customs  
All Principal Chief Commissioners / Chief Commissioners of Central Excise & GST,  
All Principal Director Generals / Director Generals  
All Principal Additional Director Generals/Additional Director Generals  
All Principal Commissioners / Commissioners of Customs  
All Principal Commissioners / Commissioners of Central Excise & GST

Sir/Madam,

Sub: Departmental Examination for promotion of Ministerial Officers to the Grade of Inspectors of Central Taxes & Inspectors of Customs (EOs & POs) to be held in the month of August 2021 -Regarding.

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The Departmental Examination for promotion of Ministerial Officers to the Grade of Inspectors of Central Taxes & Inspectors of Customs (EOs & POs) is proposed to be conducted from **4<sup>th</sup> to 6<sup>th</sup> August 2021**.

2. The Schedule for the examination is as under:

**A. Examination for promotion to the grade of Inspectors of Central Tax**

Paper	Subject	Duration	Date	Time	Pass Mark
Paper I	Central Excise and GST (with Books)	3 hours	04.08.2021 (Wednesday)	10.00 hrs. to 13.00 hrs.	65/100
Paper II	Customs (with books)	3 hours	05.08.2021 (Thursday)	10.00 hrs. to 13.00 hrs.	50/100
Paper III	Administration (with books)	3 hours	06.08.2021 (Friday)	10.00 hrs. to 13.00 hrs.	65/100

**B. Examination for promotion to the grade of Inspectors of Customs(EOs &POs).**

Paper	Subject	Duration	Date	Time	Pass Mark
Paper I	Customs (with books)	3 hours	05.08.2021 (Thursday)	10.00 hrs. to 13.00	65/100

				hrs.	
Paper II	Allied Acts (including Central Excise & GST Act & Rules) (with books)	3 hours	04.08.2021 (Wednesday)	10.00 hrs. to 13.00 hrs.	50/100
Paper III	Administration (with books)	3 hours	06.08.2021 (Friday)	10.00 hrs. to 13.00 hrs.	65/100

3. Necessary instructions may kindly be given to the respective Jurisdictional Commissioners to make necessary arrangements to conduct the said Departmental Promotion Examination on the scheduled dates.

4. The question papers for the said exam would be sent in password protected PDF format, to the nominated / authorized officer through e-mail on **the previous day of the respective examination**. Password for opening the PDF will be communicated to the authorized officer mail ID / over phone, 30 minutes before the commencement of the respective examination. Necessary instructions may kindly be given to the respective Jurisdictional Commissioners to make necessary arrangements to make sufficient copies of the question paper and conduct the said Departmental Examination on the scheduled dates. The authorized officer nominated in each formation shall ensure that the examination is conducted in a fair and transparent manner.

5.	(a) The requisition for the question papers along with the details of the nominated candidates may be sent in the prescribed proforma vide <b>Annexure- II</b> along with a covering letter duly signed and attested by the ADC/JC (P&V) and scanned and mailed to <b>Email ID : nacinchndeptexam@gmail.com. This request must reach NACIN, Chennai latest by 10.07.2021. Requests received after the due date are strictly not entertained.</b>
	(b) A Test mail would be sent to the Nodal Officers' gov.in Mail ID (as given in Annexure II) on <b>30.07.2021</b> . The nodal officers shall send an acknowledgement in reply mail. <b>In case, the nominations have been sent and if there is non-receipt of the test mail by the Nodal Officer on 30.7.2021, the same may be brought to the immediate notice of NACIN, Chennai so as to enable this Academy to take necessary action.</b>

6. While informing the requirement, the name of the post and the Roll No. of the candidate for which the examination is to be conducted may clearly be stated. ***The Roll Nos. of the candidates may be assigned by prefixing the post for which they intend to appear (e.g.) INSPR/01 or EO/PO/01 etc. Any other format of assigning the Roll numbers by prefixing/suffixing the name of the Commissionerate may please be avoided.***

7. The following information may be furnished while sending requisition for the question papers.

- i. Name, Designation, Office address with telephone no. and official mail ID (**individual's gov.in mail ID and not the mail ID of the section or office**) of Additional / Joint / Deputy / Assistant Commissioner of the Commissionerate, who would be authorized to

conduct the examination / to whom the question papers are to be sent.

- ii. Name/ designation and complete postal address of concerned Cadre Controlling Authority (CCA)
8. However a close watch may please be kept on receipt of the question papers through mail, in respect of various examination centres under your charge and non-receipt of the question paper may be brought to the immediate notice of **Shri VENUGOPALAN NAIR, ASSISTANT DIRECTOR (EXAMINATIONS)** at Contact No. : **044-26250143 / 9962666566** OR **Mrs. D. SUGANYA, SUPERINTENDENT (EXAMINATIONS), NACIN, CHENNAI-** Contact No. **044-26250139 / 09841971488, FAX NO. 044-26250155 / 26250156** immediately, so that **alternative arrangements could be made for despatch of Question Papers**
9. The Cadre Controlling Commissioner may be requested to inform the eligible officers, who are on deputation with other Directorates / Organisations and also include their requirements.
10. The syllabus for the examination is enclosed with this notice as Annexure-I.
11. This Notice is also being posted on NACIN and CBIC website.
12. Eligibility of the candidates shall be decided by the Cadre Controlling Authority. As per DG NACIN instructions, only queries relating to process of conducting examination will be clarified by this office. Any reference on the question of eligibility shall not be entertained by this office.
13. 'Instructions for Examination' are enclosed, which are integral part of this letter.
14. **This issues with the approval of the Additional Director General, NACIN, Chennai.**

Encl: As above.

Yours faithfully,

  
**(S. KESAVA NARAYANA REDDY)**  
**ADDITIONAL DIRECTOR**

**INSTRUCTIONS FOR EXAMINATION**

1. The schedule of the examination is as below:

**A. Examination for promotion to the grade of Inspectors of Central Tax**

Paper	Subject	Duration	Date	Time	Pass Mark
Paper I	Central Excise and GST (with Books)	3 hours	04.08.2021 (Wednesday)	10.00 hrs. to 13.00 hrs.	65/100
Paper II	Customs (with books)	3 hours	05.08.2021 (Thursday)	10.00 hrs. to 13.00 hrs.	50/100
Paper III	Administration (with books)	3 hours	06.08.2021 (Friday)	10.00 hrs. to 13.00 hrs.	65/100

**B. Examination for promotion to the grade of Inspectors of Customs(EOs &POs).**

Paper	Subject	Duration	Date	Time	Pass Mark
Paper I	Customs (with books)	3 hours	05.08.2021 (Thursday)	10.00 hrs. to 13.00 hrs.	65/100
Paper II	Allied Acts (including Central Excise & GST Act & Rules) (with books)	3 hours	04.08.2021 (Wednesday)	10.00 hrs. to 13.00 hrs.	50/100
Paper III	Administration (with books)	3 hours	06.08.2021 (Friday)	10.00 hrs. to 13.00 hrs.	65/100

2. The Pr. Commissioner / Commissioner of the field formation where the examination is scheduled to be held shall nominate an officer not below the grade of Assistant Commissioner, who will be authorized to function as the overall in-charge for conduct of said examination and he / she shall be responsible to conduct the examination in a free and fair manner and maintain secrecy thereof. The nominated officer shall acknowledge the receipt of question paper through post / password protected PDF file to NACIN Chennai on the mail ID **nacinchndeptexam@gmail.com**. The Authorized Officer is further required to nominate a Supervisor / Invigilator to conduct the exam smoothly and if needed the required no(s) of Photocopies of question papers shall be done secretly under his/her personal supervision.

3. The answer sheets and the attendance sheet arranged serially according to allotted Roll No(s) in sealed cover should be sent to NACIN, Chennai immediately after the examination. The same shall be evaluated by NACIN, Chennai.

4. The examination work requires the Supervisor / Invigilator to ensure the correctness of the Roll Numbers written by the candidates, to make the seating arrangement for the candidates, supply of standard stationery like answer sheets and the question papers as many as required.

5. The Invigilators and the Supervisors shall maintain confidentiality, impartiality and discipline in conducting the examination and ensure that no unfair means or cheating happens 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.

6. The answer sheets shall contain the following particulars, either in printed form or affixing rubber stamp:

1.	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 Supervisor / Invigilator will sign the loose sheets and also assign page numbers)	
7.	Signature of the Supervisor / Invigilator (on verification that all the details are correctly filled in by the Candidates)	
8.	Marks obtained / Maximum Marks	
9.	Signature of the Supervisor / Invigilator with name stamp	

7. The candidates shall be instructed not to write his / her name or use any sign / symbol / signature etc. in the answer sheets which may hint the identification of the candidates in any way. They shall also be instructed that any indulgence of unfair means like copying from unauthorized sources or talking with anybody on the answer clues inside or outside the examination hall or any behavior of the candidates that may be considered to be cheating by the Invigilator / Supervisor/ NACIN shall render their examination asand void.

8. The eligibility of the candidates shall be ascertained by the Cadre Controlling Authority(CCA) 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 **Shri VENUGOPALAN NAIR, ASSISTANT DIRECTOR (EXAMINATIONS) at Contact No. : 044-26250143 / 9962666566 OR Mrs. D. SUGANYA, SUPERINTENDENT (EXAMINATIONS), NACIN, CHENNAI- Contact No. 044-26250139 / 09841971488, FAX NO. 044-26250155 / 26250156.**

9. NACIN would convey the marks obtained by the candidates only to the CCAs. Result in consonance with the Recruitment Rules and the instructions in force, if any, by the Ministry / Board from time to time, granting relaxations to the SC, ST and OBC candidates as may be applicable, shall be declared by the CCA or any other office duly authorized by CCA under intimation to this office for record.

10. Use and carrying of Mobile phone and any such electronic gadget in or around the examination hall by the candidates is strictly prohibited during the conduct of examination.

11. 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 go out under reasonable plea after the first 30 minutes during the examination period.

  
(S. KESAVA NARAYANA REDDY)  
ADDITIONAL DIRECTOR

**ANNEXURE - I (SYLLABUS)**

**Central Excise and GST :**

**Paper I - Inspectors of Central Tax**

1. GST Act - CGST Act 2017 -IGST Act, 2017, UTGST Act, 2017 and GST (Compensation to States) Act, 2017
2. CGST Rules, 2017 as amended
3. GST Rates
4. Central Excise Act, 1944.
5. Central Excise Rules (Latest)
6. Central Excise Tariff Act, 1985
7. CENVAT Credit Rules (Latest)
8. Central Excise Valuation (Determination of Price of Excisable goods) Rules, 2000
9. Central Excise (Appeals) Rules 2001
10. CESTAT (Procedure) Rules, 1982 as amended
11. Central Excise (Appeals) Rules, 2001
12. Central Excise (Determination of Retail Sale price of Excisable Goods) Rules, 2000
13. Central Excise (Removal of Goods at Concessional Rate of Duty for Manufacture of Excisable Goods) Rules, 2001
14. Central Excise (Compounding of Offences) Rules, 2005
15. Central Excise (Settlement of Cases) Rules, 2007
16. Customs & Central Excise Settlement Commission Procedure, 2007
17. Central Excise (Advance Rulings) Rules, 2002
18. Customs, Central Excise Duties and Service Tax Drawback Rules, 1995

**Customs: Paper II - Inspector of Central Tax.**

**Paper I - Inspectors of Customs (EOs & POs)**

1. Customs Act, 1962.
2. Customs Manual. (latest edition)
3. Customs Tariff Act, 1975.
4. Indian Evidence Act, 1872.
5. Indian Penal Code, 1860.
6. India New Foreign Trade Policy, 2015 -2020.
7. ITC (HS) Classification of Export & Import Items- latest edition

**Allied Acts (including Central Excise & GST)**

**Paper - II Inspectors of Customs (EOs & POs)**

1. GST Act & Rules, 2017 (As amended)
2. Central Excise Act, 1944.
3. Central Excise Rules, (Latest).

4. Central Excise Tariff Act, 1985.
5. CENVAT Credit Rules, (Latest)
6. Customs Act and Rules & Procedures, Customs Tariff Act, 1975.
7. CESTAT (Procedure) Rules, 1982 as amended.
8. Foreign Trade Policy (2015-2020)
9. Foreign Trade (Regulation) Rules, 1993
10. Foreign Trade (Exemption from Application of Rules in certain cases) Order, 1993
11. Foreign Trade (Development & Regulation) Act, 1992 – Notifications
12. Foreign Exchange Management Act, 1999 (42 of 1999)
13. Safeguard Measures (Quantitative Restrictions) Rules, 2012
14. Foreign Exchange Management (Export of Goods and Services) Regulations, 2000
15. Foreign Exchange Management (Current Account Transactions) Rules, 2000
16. Legal Metrology Act, 2009 and Legal Metrology (Packaged Commodities) Rules, 2011.
17. The Livestock Importation Act, 1898
18. Prevention of Food Adulteration Act, 1954 & Food Safety and Standards Authority Act, 2006
19. Drugs and Cosmetics Act 1962, Drugs and Cosmetics Rules, 1945
20. Destructive Insects & Pests Act, 1914, PFS Order, 1989 and Plant Quarantine (Regulation of Import into India) Order 2003
  21. Conservation of Foreign Exchanges and Prevention of Smuggling Activities Act, 1974 (COFEPOSA) (52 OF 1974)
  22. Criminal Procedure Code, 1973
  23. Civil Procedure Code, 1908
  24. SEZ Act 2005 & SEZ (Amendment) Rules 2013
  25. Environment Protection Act, 1986

**Administration**

**Paper III - Inspectors of Central Tax  
Paper III - Preventive Officers & Examiners of Customs**

1. Central Civil Services (Pension) Rules, 1972.
2. Central Civil Services (Classification, Conduct & Appeal) Rules 1965
3. Central Civil Services (Conduct) Rules, 1964
4. General Provident Fund (Central Services) Rules, 1960.
5. General Financial Rules, 2005 and Receipts and Payments, Rules 1983.
6. Central Civil Services (Leave) Rules, 1972.
7. Leave Travel Concession Rules
8. FR & SR Service Rules & Financial Rules.
9. Swamy's Hand Book (latest)

ANNEXURE -II

1. Name of the Commissionerate / Directorate :
2. Name of the Cadre Controlling Zone :
3. Name of the Centre of Examination :
4. Name & Address of the officer\* who would be responsible for the conduct of exam and to whom the question paper packets has to be despatched / whose personal gov.in mail ID, the question papers in PDF format is to be sent :

Tel. No\*:

Fax No\*:

Gov.in Mail ID .:

Mobile No. (Whatsapp No.):

5. Details of the candidates taking examination at the centre - paper wise and subject wise :

**A. Examination for promotion to the cadre of Inspectors of Central Tax**

Paper	Subject	No. of candidates	Name and Designation of the candidate	Roll No. Assigned to the candidate
Paper I	Central Excise and GST (with Books)			
Paper II	Customs (with books)			
Paper III	Administration (with books)			

**B. Examination for promotion to the cadre of Inspectors of Customs (EOs& POs).**

Paper	Subject	No. of candidates	Name and Designation of the candidate	Roll No. Assigned to the candidate
Paper I	Central Excise and GST (with Books)			
Paper II	Customs (with books)			
Paper III	Administration (with books)			