

F.No. A22011/07/2018-Ad.II  
Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Indirect Taxes and Customs

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North Block, New Delhi.  
Dated, the 1<sup>st</sup> April, 2018.

To

All Principal Chief Commissioners / Principal Directors General /  
Chief Commissioners/ Directors General under CBIC.  
All the Commissioner in-charge of Directorates.

**Subject: Transfer/Placement Guidelines, 2018 for Indian Revenue Service (Customs and Central Excise) Officers – regarding.**

Sir/ Madam,

I am directed to refer to the Transfer/ Placement Policy of Group 'A' Officers of IRS (C&CE) circulated vide letter F.No. A-22011/03/2008-Ad.II dated 05.04.2011 and to say that with the approval of competent authority New Transfer/Placement Guidelines, 2018 for Indian Revenue Service (Customs and Central Excise) Officers has been formulated.


2. Some of the salient features of Transfer & Placement Guidelines, 2018 are as under:-

- (i) Number of Regions has been increased from 5 to 11, details are available in **Annexure A** of Transfer & Placement Guidelines, 2018. Tenure of Regions is maximum 14 years in field postings (upto the grade of Principal Commissioner).
- (ii) Tenure in a particular 'A' station in field posting has been increased from 8 years to 10 years. However now this provision will be applicable to officers upto the grade of Principal Commissioner.
- (iii) Tenure of 14 years continuously in one or more 'A' stations in field postings has been removed.
- (iv) Tenure of total 16 years in one or more 'A' stations in field postings during the service with or without breaks upto the grade of Principal Commissioner has been retained.

- (v) The new provision has to be added - The Maximum continuous tenure in one stint in one or more non-sensitive Directorates shall be 5 years. Further, the maximum total tenure in one or more non-sensitive Directorates including Directorate General of Vigilance/CBN/CCF (which are sensitive but non countable) shall be 10 years in the service up to and including the rank of Principal Commissioner.
- (vi) All posts have been classified as Field/Non-Field, Sensitive/Non-Sensitive, Countable/Non-Countable (Annexure C).

3. A copy of the 'Transfer/Placement Guidelines, 2018 for Indian Revenue Service (Customs and Central Excise) Officers' is enclosed herewith for your kind information. The new guidelines shall take immediate effect and shall be applicable to all the Transfer/ Posting Orders issued on or after this date. You are requested to kindly arrange for circulation of the new Transfer/ Placement Guidelines amongst all IRS(C&CE) Group 'A' officers under your charge.

Yours faithfully,

  
(M. L. Meena) 12/09/2018

Deputy Secretary to the Government of India

**Encl.: As above**

Copy to:

The Web Master, Directorate General of Systems, CBIC for uploading on the web-site.

**TRANSFER/PLACEMENT GUIDELINES, 2018 FOR**  
**INDIAN REVENUE SERVICE (C&CE) OFFICERS**

**1.0 INTRODUCTION**

The existing transfer policy which came into effect from 01.04.2005 has become complex owing to numerous amendments which have been carried out over the years. The Cadre Restructuring implemented in 2014 and subsequently restructuring of Zones/Directorates in 2017 due to implementation of GST has also necessitated a review of the transfer/Placement guidelines. The views of all concerned were obtained which were then consolidated to draft new Transfer Guidelines. These guidelines will be applicable to all transfers and postings w.e.f. date of issue.

**2.0 The salient features of these Transfer/Placement Guidelines are as follows:**

- 2.1 All transfers and postings of Group 'A' officers of IRS (C&CE), shall be carried out by the Board / Placement Committee, provisions of which are mentioned in Para 3.
- 2.2 The States in the country have been divided into 11 'Regions' as per **Annexure-A** and tenure of stay in a particular Region has been prescribed.
- 2.3 All stations have been categorized in three classes, viz., A, B and C as per **Annexure B**; and tenure of stay in those classes of Stations has also been prescribed.
- 2.4 All posts have been divided into two categories, namely Sensitive - Non-Sensitive as per Annexure C and guidelines for posting thereto have been prescribed. For abundant clarity, all postings are also classified as "Field" - "Non field" and "Countable" - "Non-Countable". All posts, stay in which are included in counting of tenure, are considered as "Field postings" (**Annexure-C**).
- 2.5 An officer, on promotion, subject to provisions of paras 4.8 & 4.9 of these guidelines, is liable for transfer out of station. Grant of STS / NFSG shall not be treated as promotion for this purpose.
- 2.6 Guidelines for dealing with different types of "compassionate grounds" cases have been laid down.
- 2.7 The Provisions of the Transfer/Placement Guidelines shall not be applicable to the transfer of Principal Chief Commissioners / Principal Directors General and Chief Commissioners / Directors General {except para 3.1.2(a)} unless otherwise specified.
- 2.8 All annual transfer orders shall be normally issued by 31st March and, in any case, not later than 30th April of the year.
- 2.9 All grievances arising out of the implementation of this Transfer/Placement Guidelines shall be addressed in accordance with the guidelines issued by the Department of Personnel & Training, only after the officer has joined his new assignment.

### 3.0 **PLACEMENT COMMITTEE**

3.1.1 **CONSTITUTION OF PLACEMENT COMMITTEE AT BOARD LEVEL:** The Placement Committee at Board level for transfer and placement shall consist of the following:

- a) Chairman CBIC;
- b) Member (Admn.), CBIC;
- c) Senior most Member {other than Member (Admn.)} for a period of six months, followed by the next senior most Member for subsequent six months and so on.

Addl. Director General (HRM-II), DGHRD shall serve as Secretary to the Board / Placement Committee.

Officers of DGHRD shall service the Board / Placement Committee in its meetings.

3.1.2 **Role of the Placement Committee at Board level:** All transfers and postings of officers shall be approved by the Board/Placement Committee, as under, which shall be the final authority for transfers/ postings of officers.

- a) The Board will recommend proposals for posting of Principal Chief Commissioners/ Principal Directors General/Chief Commissioners/Directors General for approval of the Government i.e. Finance Minister directly through Revenue Secretary.
- b) The Placement Committee will recommend proposals for posting of Principal Commissioners/ Principal Additional Directors General/ Commissioners / Additional Directors General for approval of the Government i.e. Finance Minister directly through Revenue Secretary. The proposal for transfer/ posting, as approved by the Placement Committee, shall be put up through Member (Admn.) and the Chairman CBIC and submitted for approval of Finance Minister directly through Secretary (Revenue).
- c) Placement Committee may consult Zonal Members with reference to posting of officers in the grades of Principal Commissioner / Commissioner during Annual General Transfers.
- d) All transfers and postings of officers of the rank of Additional / Joint Commissioner and Deputy / Assistant Commissioners shall be approved by the Placement Committee and Transfer Order will be issued with the approval of Minister of State (Revenue) through Revenue Secretary.
- e) Any deviation from these transfer guidelines shall be carried out with the prior approval of the Finance Minister.

### 3.2 **PLACEMENT COMMITTEE AT FIELD LEVEL:**

3.2.1 For the purpose of subsequent placement of the officers of the level of Additional Commissioner and below posts after transfer/placement by Board as well as for rotation of officers among Customs, GST & Central Excise formations, a Committee of all Principal Chief Commissioners / Chief Commissioners of Customs, GST & Central Excise at that

station shall collectively decide the rotation of officers among aforesaid formations. At stations where there is only one jurisdictional Principal Chief Commissioner / Chief Commissioner, local rotation at that station shall be carried out by the jurisdictional Principal Chief Commissioner / Chief Commissioner.

3.2.2 It shall be the responsibility of such Committee/ jurisdictional Principal Chief Commissioner / Chief Commissioner to ensure that placement at field level is done within 15 days of issue of transfer orders by Board by complying with the provisions of the Transfer/Placement Guidelines and ensure rotating of officers to the aforesaid formations every 2-3 years. Wherever it is not possible to rotate the officers among different formations (Customs / GST & Central Excise) due to non availability of a particular formation, then the charge of the officers in the same formation must be changed after every 2-3 years.

4.0 **POLICY FOR PLACEMENT OF DIFFERENT GRADES OF OFFICERS:**

4.1 In case of Principal Chief Commissioner / Chief Commissioner grade officers, Board shall recommend both the station of posting and the specific charge.

4.2 In case of Principal Commissioner grade officers, Placement Committee shall recommend both the station of posting and the specific charge.

4.3 In case of Commissioner grade officers, Placement Committee shall recommend both the station of posting and the specific charge.

4.4 Officers below the rank of Commissioner shall be placed at the disposal of the Principal Chief Commissioner/ Chief Commissioner concerned for further deployment under their respective charge, who shall follow the provisions of these Transfer/Placement Guidelines *mutatis mutandis* for such further deployment of these officers.

4.5 For posting of officers below the rank of Commissioner to any Directorate, the Placement Committee shall assign a specific station.

4.6 For posting/ placement of officer in Dte. Gen. of Revenue Intelligence, Dte.Gen. of GST Intelligence, Dte. Gen. of Vigilance and Dte. Gen. of Systems & Data Management, the respective Principal Director General / Director General shall propose a panel of names for the consideration of the Placement Committee. Thereafter, individual officers will be selected by the Placement Committee, which will also indicate their station of posting.

4.7 Direct Recruit Assistant Commissioners on their first posting, after training, shall be liable for placement anywhere in country subject to following guidelines:-

(i) DG NACIN shall forward complete data of Probationers, according to their merit in Civil Services Examination and also indicate their result of Departmental Examination alongwith three options (of Zones headed by Principal Chief Commissioner / Chief Commissioner) for posting and forward the same to DGHRD.

- (ii) DG HRD shall compile the data and options, so received and forward the same to Placement Committee.
  - (iii) The Placement Committee shall post these Probationers initially in GST/Central Excise formations, as far as administratively convenient. No Probationer shall be posted in any Customs formation or Directorate in their initial posting.
  - (iv) All Probationers shall be asked to indicate choice of three Zones which shall be considered subject to administrative feasibility.
  - (v) Their postings shall be done in accordance with their merit in Civil Services Examination, and performance in Departmental Examination – assigning equal weightage to both -subject to provisions contained in para 11 of these Guidelines.
  - (vi) Probationers who do not clear Departmental Examination, shall not be considered for their places of choice.
  - (vii) Posting order of Probationers shall be issued with the approval of Minister of State (Revenue).
- 4.8 Officers, on promotion from Group 'B' to Group 'A', shall be transferred out of the station where they were working at the time of promotion, unless the balance service is less than three years.
- 4.9 Group 'A' officers on promotion (within Group 'A') will normally be transferred out of the station, except where they have not completed a minimum of 2 years at that station, subject to the administrative feasibility. Grant of STS / NFSG shall not be treated as promotion for this purpose.
- 4.10 Taking into consideration the overall career progression of an officer, as far as possible, every officer shall be given exposure of working in Customs and GST/ Central Excise field formations and Directorate/ Board postings during his/her entire career. The officers will be rotated between the Customs and GST/Central Excise branches every two to three years, as far as possible in terms of para 3.2.2 above.

#### **5.0 DATABASE OF OFFICER FOR THEIR PLACEMENT:**

The DG HRD shall,

- (i) Ensure proper updation of profiles of all Group A officers;
- (ii) Prepare a list of officers due for transfer in Annual General Transfer as per Guidelines and place the same on CBIC and DG HRD web sites by 30<sup>th</sup> November;
- (iii) Call for options of transfer/posting from the officers who are either due for transfer or otherwise seeking transfer on any ground. The officers shall submit their options for posting by 31<sup>st</sup> December;
- (iv) Compile the information with the HOP of all officers and vacancy position in different grades by 28<sup>th</sup> February and submit to Placement Committee.

- 6.0 **MINUTES OF THE PLACEMENT COMMITTEE:** The minutes of the meeting of the Placement Committee shall be drawn up and approved by all the members as soon as possible within 2 days. The subsequent approval of the competent authority on these proposals shall be obtained as soon as possible.
- 7.0 **TENURE OF POSTING:**
- 7.1 **CUTOFF DATE:** The cutoff date for counting of tenure for Transfer shall be 31<sup>st</sup> March of the year. Stay of more than nine months at a station / Region (to be computed as on 31<sup>st</sup> December of the previous year) shall be treated as a complete year for the purpose of Transfer. The length of period of stay at a station or Region shall be counted from the date of joining.
- 7.2 **REGION TENURE:** The states in the country have been divided into 11 Regions (Annexure A). An officer shall not serve in a "Region", with or without break, for more than 14 years in field postings during his/her career up to and including the rank of Principal Commissioner.
- 7.3 **STATION TENURE:**
- 7.3.1 An officer, up to and including the rank of Principal Commissioner, shall not serve in a field postings in a particular 'A' category station, with or without break, for more than 10 years. The total tenure of an officer in all 'A' Stations during his entire tenure up to and including the rank of Principal Commissioner shall not exceed 16 years (in field postings, with or without break to another station). On completion of tenure in 'A' station, the officer shall be posted to 'B'/'C' Station.
- 7.3.2 The tenure shall not be less than four years in one or more Class 'B' station and not less than two years in one or more Class 'C' station and shall be treated as a complete tenure in each station(s) respectively.
- 7.3.3 The starting point for computing the stay in a Region/Class 'A', 'B' or 'C' station shall be the date of joining at the Region/station.
- 7.4 **TENURE OF DIRECTORATE POSTING:**
- 7.4.1 The maximum continuous tenure in DGRI, DGGI, DG Vigilance and CBN/CCF, being sensitive Directorates, shall be 3 years.
- 7.4.2 The Maximum continuous tenure in one stint in one or more non sensitive Directorates shall be 5 years. Further, the Maximum total tenure in more than one stints in one or more non sensitive Directorates plus DG Vigilance/CBN/CCF (which are sensitive but non countable) shall be 10 years in the service up to and including the rank of Principal Commissioner.
- 7.5 **TENURE OF POSTING IN A SENSITIVE/NON SENSITIVE POST:**  
The maximum continuous tenure of an officer, in a particular sensitive/non sensitive post (other than non sensitive Directorates) shall be 3 years.

- 7.6 The officers may, however, be transferred out before the completion of his/her tenures on their own request or on administrative grounds / in public interest.
- 7.7 In case of shortage of officers in a particular Region (to be called deficient Region), the Board may relax the stay / tenure limits prescribed in respect of transfer in a particular year.
- 8.0 **EXCLUDED POSTING FOR RECKONING TENURE:**
- 8.1 The period spent on the following postings, in any Region/station, up to and including the rank of Principal Commissioner, shall not be counted towards calculation of stay in that particular Region / station, but may be so counted at the option of the officer.
- 8.1.1 Deputation under Central Staffing Scheme and non Central Staffing Scheme outside Department of Revenue,
- 8.1.2 Deputation /postings under Department of Revenue/CBIC,
- 8.1.3 Postings in Directorates except DGRI and DGGI,
- 8.1.4 Tenure of an officer in a posting will always be counted against the post in which he/she is actually working.
- 8.2 For the purpose of counting tenure:-
- (i) An officer under orders of transfer shall be granted Earned Leave only after he has joined his new place of posting. In case earned leave is still availed without joining the new place of posting, that period of earned leave will not count towards computation of tenure in that new station. Officers who proceed on earned leave without completing the minimum tenure prescribed for 'B' or 'C' category stations will have to rejoin the same station for completing the prescribed tenure. In other cases, the Placement Committee will decide their posting after they rejoin on completion of the Earned Leave.
  - (ii) Periods spent on training and study leave, exceeding 60 days continuously, whether in the same Region / station or elsewhere, will not count towards computation of tenure in the Region / station.
  - (iii) Periods spent on EOL or any other authorized long leave like Earned Leave, Medical Leave, Maternity Leave, Paternity Leave, Child Care Leave etc., exceeding 60 days continuously, will not count towards computation of tenure in the Region / station.
  - (iv) Periods spent under suspension will count towards computation of tenure in the Region / station.
- 8.3 Period spent on any leave other than those specified in Para 8.2 above will count towards computation of tenure in that station / Region.
- 8.4 All officers upto the rank of Additional/Joint Commissioner, as far as possible, to be posted in the office of CC(AR) / CESTAT once in their career.



- 9.1 When a certain number of officers are due for moving out of a station to a new station or by local rotation to new postings in the same station for the reason of having completed their tenure, but cannot be so moved due to inadequate number of vacancies available, the officer who has served for the longest period will be moved first.
- 9.2 The station of posting will be taken as the actual place where an officer is posted and not head quarters of Commissionerate/ Directorate to which the officer is posted.
- 10.0 **POSTING ON DEPUTATION:**
- 10.1.1 Deputation of officers under Central Staffing Scheme and other deputations shall be regulated as per the guidelines issued by the Department of Personnel and Training from time to time.
- 10.1.2 As far as possible, officers up to and including the rank of Commissioner shall be given exposure to a deputation posting of a technical post in CBIC. The officers who have applied for transfer to Delhi/NCR, shall be deemed to be willing for posting in Board / Directorates in Delhi. The same shall also apply for transfer requests to other stations.
- 10.2 **PROCEDURE TO BE FOLLOWED IN CASE OF REQUEST FOR DEPUTATION:**
- Request for deputation from various organizations shall be circulated by the administration to all officers and willingness for deputation shall be invited. A panel of shortlisted officers shall be forwarded to the competent authority of the concerned organization to select the officer for deputation. Request of any organization asking for the name of any particular officer shall not be entertained.
- 10.3 The cooling off period of three years shall be applicable only for an officer returning from deputation under Central Staffing Scheme and non Central Staffing Scheme outside Department of Revenue.
- 10.4 All officers who are on a deputation in a particular station under Central Staffing Scheme, or non Central Staffing Scheme outside Department of Revenue, shall, upon their reversion from such deputation, be considered for posting to the same station, only if he/she fulfills the criteria laid down in Para 7 above, i.e., if they have not completed their station / Region tenure.
- 11.0 **POSTING ON COMPASSIONATE GROUNDS:**
- 11.1 The Placement Committee is empowered to take a decision in case an officer seeks a posting to a particular station on medical grounds. The Placement Committee, if it so decides, may refer the case to a Medical Board.
- 11.2 In case of working couples, an officer may be posted at the same station subject to availability of posts, in accordance with the extant instructions of the Government of India (DOPT) on this issue.
- 11.3 Officers who have three years or less service left shall be posted to the station / Region of their choice to the extent possible.

- 11.4 In case an officer requests for retention in a particular station up to the end of the particular academic year on the ground that his/ her child is studying in Class-X or Class-XII, the Placement Committee may consider such requests.
- 11.5 All requests for transfer / posting of office bearers of recognized IRS Association, requests on spouse grounds, medical grounds, child education ground, PwD cases shall be considered in accordance with extant DOPT guidelines as far as administratively feasible.
- 12.0 **PREFERENCE IN POSTING TO A PARTICULAR PLACE**  
Upon completion of tenure of two years in (i) North Eastern Region (ii) J&K and (iii) Sikkim, as far as possible, the officer will have preference of a posting to a station of his/her choice, subject to the provisions of Para 7 above.
- 13.0 **TRANSFER ON ADMINISTRATIVE GROUND:**  
An officer against whom the CVC has recommended initiation of vigilance proceedings, should not normally be posted or remain posted at the formation where the cause of the vigilance proceedings originated. He shall also not be posted in a 'sensitive' charge. This restriction will remain in operation until the vigilance matter is closed.
- 14.0 **Notwithstanding anything contained in these Guidelines,**
- 14.1 The Board/Placement Committee may, if it considers necessary to do so in public interest and in furtherance of organizational objectives, transfer, retain or post any officer to any station /Region or a specific post.
- 14.2 In between two Annual General Transfer exercises, on administrative exigencies, the Placement Committee may shift any officer from one place / post to another.
- 14.3 The Board/Placement Committee may transfer any officer in respect of whom the concerned Principal Chief Commissioner / Chief Commissioner / Principal Commissioner / Commissioner or Principal Director General / Director General / Principal Addl. Director General / Addl. Director General and the concerned Zonal Member, under whom the officer is working, have made recommendations in writing that the continuance of a particular officer at a particular post / station / Region is not in public interest.
- 15.0 The provisions incorporating changes in the current guidelines shall be applied prospectively.

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**ANNEXURE A**

<b>S.No.</b>	<b>Region</b>	<b>Geographical jurisdiction covered by the Region</b>	<b>Administrative Jurisdiction covered by the Region</b>
1	North Region I	Punjab, Himachal Pradesh, Jammu & Kashmir, Chandigarh UT	Chief Commissioner of Customs, GST & Central Excise Chandigarh and including Region under Commissioner of Customs (P) Amritsar and Commissioner of Customs Ludhiana. All Directorates falling under this Region.
2	North Region II	Delhi, NCR Region, Haryana	Principal Chief Commissioner of GST & Central Excise, Delhi, Chief Commissioners of Customs and Customs (P) - Delhi, Chief Commissioners of GST & Central Excise, Panchkula & Chief Commissioners of Customs, GST & Central Excise, Meerut (limited to the Regions falling under NCR i.e., NOIDA, Gr. Noida, Ghaziabad) and excluding Region under Commissioner of Customs (P) Amritsar, Commissioner of Customs Ludhiana and Jodhpur. All Directorates falling under this Region.
3	Central Region I	Uttar Pradesh, Uttarakhand	Principal Chief Commissioner of GST & Central Excise, Lucknow & Chief Commissioner of Customs, GST & Central Excise, Meerut (excluding the Regions falling under NCR i.e. NOIDA, Gr. Noida, Ghaziabad) and Chief Commissioner of Customs (Prev.) Patna(excluding Region falling under Commissioner of Customs (P) Patna). All Directorates falling under this Region.

4	Central Region II	Madhya Pradesh, Chhattisgarh	Chief Commissioner of Customs, GST & Central Excise, Bhopal. All Directorates falling under this Region.
5	West Region I	Gujarat, Rajasthan, UT Daman & Diu, Dadra & Nagar Haveli	Principal Chief Commissioner of GST & Central Excise, Ahmedabad, Chief Commissioner of Customs, Ahmedabad, Chief Commissioners of GST & Central Excise, Vadodara and Jaipur, and including Region under Commissioner of Customs Jodhpur. All Directorates falling under this Region.
6	West Region II	Maharashtra, Goa	Principal Chief Commissioner of GST & Central Excise, Mumbai, Principal Chief Commissioner / Chief Commissioner of Customs – Mumbai, Chief Commissioners of Customs, GST & Central Excise, Pune & Nagpur. All Directorates falling under this Region.
7	East Region I	West Bengal, UT Andaman & Nicobar Island, Sikkim	Principal Chief Commissioner of GST & Central Excise, Kolkata and Chief Commissioner of Customs, Kolkata. All Directorates falling under this Region.
8	East Region II	Odisha, Bihar, Jharkhand	Chief Commissioner of Customs, GST & Central Excise Bhubaneswar, Chief Commissioner of GST & Central Excise, Ranchi and Chief Commissioner of Customs (Prev.), Patna (excluding Region falling under Commissioner of Customs (P) Lucknow). All Directorates falling under this Region.

9	South Region I	Karnataka, Andhra Pradesh, Telangana	Principal Chief Commissioner of GST & Central Excise Bengaluru, Chief Commissioners of Customs, GST & Central Excise, Hyderabad & Vishakhapatnam, Chief Commissioner of Customs, Bengaluru. All Directorates falling under this Region.
10	South Region II	Tamil Nadu, Kerala, UT Lakshadweep, UT Pondicherry	Principal Chief Commissioner of GST & Central Excise, Chennai, Chief Commissioner of Customs, Chennai, Chief Commissioner of Customs (P) Trichy and Chief Commissioner of Customs, GST & Central Excise, Thiruvananthapuram. All Directorates falling under this Region.
11	North East Region	Assam, Meghalaya, Manipur, Tripura, Nagaland, Mizoram, Arunachal Pradesh	Chief Commissioner of Central Excise & Customs Guwahati. All Directorates falling under this Region.

**CLASS 'A' STATIONS**

1. Mumbai (including Thane, Thane-Rural, Belapur, Raigad, Bhiwandi, Palghar, Navi Mumbai and Nhava Sheva)
2. Delhi (including Faridabad, Gurugram, NOIDA, Gautam Buddha Nagar and Ghaziabad)
3. Chennai
4. Kolkata (including Howrah and Haldia, in case office is located at Kolkata)
5. Bengaluru
6. Hyderabad (including Secunderabad, Medchal and Rangareddy, in case office is located at Hyderabad/Secunderabad)
7. Ahmedabad (including Gandhinagar)
8. All posts in the Customs Overseas Intelligence Network (COIN) except Birganj posting, which will be a class 'B' station

**CLASS 'B' STATIONS**

<b>S.No.</b>	<b>Station</b>
1	Allahabad
2	Belgavi (Belgaum)
3	Bhopal
4	Bhubaneshwar
5	Chandigarh
6	Coimbatore
7	Dehradun
8	Guntur
9	Goa
10	Indore
11	Jaipur
12	Jodhpur
13	Kanpur
14	Kochi (Cochin)
15	Lucknow
16	Ludhiana
17	Mangalore
18	Meerut
19	Mysore
20	Nagpur

21	Nasik
22	Panchkula
23	Patna
24	Pune
25	Raipur
26	Rajkot
27	Ranchi
28	Surat
29	Thiruvananthapuram
30	Trichy
31	Vadodara
32	Visakhapatnam
33	Shimla
34	Birganj, Nepal (COIN posting)

**ANNEXURE B – III**

**CLASS 'C' STATIONS**

**ALL STATIONS OTHER THAN THOSE SPECIFIED IN ANNEXURES B-I AND B-II**

**Categorization of posts as Field – Non Field ; Sensitive – Non Sensitive and  
Countable – Non Countable**

The following posts have been categorized as Field – Non Field, Sensitive – Non-Sensitive and Countable – Non Countable:

**A. Customs Commissionerates:**

S.No.	Group 'A' post	Section/ Branch	Category of Post		
			Field / Non-Field	Sensitive / Non-Sensitive	Countable / Non-Countable (exempted)
1	Commissioner		Field	Sensitive	Countable
2	Commissioner (Gen.)		Field	Sensitive	Countable
3	Commissioner (Audit)		Field	Sensitive	Countable
4	Commissioner (Appeals)		Field	Non-Sensitive	Countable
5	Commissioner (Adj.)		Field	Sensitive	Countable
6	Addl./ Joint / Dy. / Asstt. Commissioner	Preventive	Field	Sensitive	Countable
		Legal	Field	Non-Sensitive	Countable
		Rummaging & Intelligence	Field	Sensitive	Countable
		SIIB	Field	Sensitive	Countable
		Air Intelligence	Field	Sensitive	Countable
		Airport	Field	Sensitive	Countable
		Town Intelligence	Field	Sensitive	Countable
		All Appraising Groups	Field	Sensitive	Countable
		Docks / Shed	Field	Sensitive	Countable
		Audit	Field	Sensitive	Countable
		Statistics	Field	Non-Sensitive	Countable
		Review	Field	Non-Sensitive	Countable
		Tribunal	Field	Non-Sensitive	Countable
		MCD	Field	Non-Sensitive	Countable
		Chief Commissioner's Unit / Office	Field	Non-Sensitive	Countable
		All other charges which do not involve regular dealings with the public	Field	Non-Sensitive	Countable



**B. GST/Central Excise Commissionerates:**

S.No.	Group 'A' post	Section/ Branch	Category of Post		
			Field / Non-Field	Sensitive / Non-Sensitive	Countable / Non-Countable (exempted)
1	Commissioner		Field	Sensitive	Countable
2	Commissioner (Audit)		Field	Sensitive	Countable
3	Commissioner (Appeals)		Field	Non Sensitive	Countable
4	Commissioner (Adj.)		Field	Sensitive	Countable
5	Addl./ Joint / Dy. / Asstt. Commissioner	Anti-Evasion	Field	Sensitive	Countable
		Legal & Adjudication	Field	Non-Sensitive	Countable
		P & V	Field	Sensitive	Countable
		Audit	Field	Sensitive	Countable
		Divisions	Field	Sensitive	Countable
		Review	Field	Non-Sensitive	Countable
		Technical	Field	Non-Sensitive	Countable
		Chief Commissioner's Unit / Office	Field	Non-Sensitive	Countable
		All other charges which do not involve regular dealings with the public	Field	Non-Sensitive	Countable

*Note : All other charges not specified like, Judicial Cell, Tax Recovery Cell etc. may be considered as Non- Sensitive*

**C. Directorates:**

S.No.	Group 'A' post	Category of Post		
		Field / Non-Field	Sensitive / Non-Sensitive	Countable / Non-Countable (exempted)
1	All posts in DGRI	Field	Sensitive	Countable
2	ADG (Adj.) in DGRI	Field	Sensitive	Countable
3	All posts in DGGI	Field	Sensitive	Countable
4	ADG (Adj.) in DGGI	Field	Sensitive	Countable
5	All posts in DG ARM	Non-Field	Sensitive	Non-Countable (exempted)
6	All posts in DG (Vig.)	Non-Field	Sensitive	Non-Countable (exempted)
7	All posts in CBN / CCF	Non-Field	Sensitive	Non-Countable (exempted)
8	All posts in CC (AR) office	Non-Field	Non-Sensitive	Non-Countable (exempted)
9	All other Directorates	Non-Field	Non-Sensitive	Non-Countable (exempted)

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