



दूरभाष /Telephone : 044-28331011  
फेक्स /Fax : 044-28331113

**OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF  
GST & CENTRAL EXCISE,  
TAMILNADU & PUDUCHERRY**

26/1, महात्मा गांधी मार्ग, नुंगम्बाक्कम, चेन्नै-600 034  
26/1, Mahatma Gandhi Road, Nungambakkam, Chennai 600 034

सी.सं. /C.NO. II/39/25/2020-CCA.RTI

दिनांक / Dated: .02.2020

To

**Shri Ankit Choudhary**  
Chennai - 600 017.

Gentleman,

**Sub: Information under Right to Information Act, 2005 - reg.**  
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Please refer to your online RTI application dated 30.01.2020 and also the similar RTI application dated 30.01.2020 filed under the RTI Act, 2005 received in this office on 05.02.2020 vide O/o The Principal Chief Commissioner of Income Tax letter C.No.Misc/ESTT/RTI(96)/2019-20 dated 03.02.2020.

The reply to your RTI application is furnished here under:

**Reply to Point No.1** : The policy for forwarding of deputation forms/applications applied by officer in the grade of Inspector is furnished herewith in the Annexures enclosed.

Annexure 'A' : Circular dated 09.11.2017 vide file C.No.II/13/06/2017-CCA.Estt.

Annexure 'B' : Corrigendum dated 28.11.2017 vide file C.No.II/13/06/2017-CCA.Estt.

**Reply to Point No. 2** : Policy with copy of OM which provides guidelines for deputation/loan basis for GST Inspectors is available in the following web link :

[http://documents.doptcirculars.nic.in/D2/D02est/6\\_8\\_2009-Estt.Pay-II-B-17062010.pdf](http://documents.doptcirculars.nic.in/D2/D02est/6_8_2009-Estt.Pay-II-B-17062010.pdf)

**Reply to Point No. 3** : NIL

**Reply to Point No. 4 :** Deputation – NIL

Loan Basis – 2 Officers (to NACIN, Chennai)

**Reply to Point No. 5 :** With reference to para (3) of this office Circular in C.No.II/13/06/2017-CCA.Estt dated 09.11.2017, it is stated that “ Zonal Chief Commissioner can post officers on loan basis only to those formations of the Directorates which are located within the jurisdiction of his/her GST Zone”.

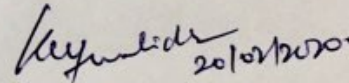
**Reply to Point No. 6 :** NIL

If you are not satisfied with the reply, you may file an appeal within thirty days from the date of receipt of this letter, before the Appellate Authority, whose designation and address is given below:

B. Senthilvelavan,  
Additional Commissioner,  
O/o the Principal Chief Commissioner of GST & Central Excise,  
26/1, Mahatma Gandhi Road,  
Nungambakkam, Chennai – 600 034.

Yours faithfully,

Encl : as above.



**(K. V. MURALIDHER)**  
ASSISTANT COMMISSIONER  
CENTRAL PUBLIC INFORMATION OFFICER



Annexure (A)  
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फैक्स / Fax : 044-28331015



भारत सरकार / GOVERNMENT OF INDIA  
वित्त मंत्रालय / MINISTRY OF FINANCE  
राजस्व विभाग / DEPARTMENT OF REVENUE

OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF GST & CENTRAL EXCISE,  
TAMILNADU AND PUDUCHERRY ZONE,  
26/1, MAHATMA GANDHI ROAD, NUNGAMBAKKAM, CHENNAI - 600 034.

C.No.II/13/06/2017-सं. नि. प्रा- . स्या/ . CCA.Estt.

दिनांक/Date: 9.11.2017

**CIRCULAR**

**Sub: Estt - Deputation/loan basis posting to various organizations -  
Forwarding of willingness - Reg.  
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Kind attention is invited to this office Circular issued from File C.No.II/13/01/2016 dated 30.06.2016 on the above subject.

01. In this regard, it is noticed that inspite of specific instructions, the willingness of officers (specifically that of Inspector & Ministerial Cadres) for Deputation to various organisations are being forwarded directly to this office and to the Organisations concerned by the officers themselves without routing through proper channel. The organisations concerned, are also in turn requesting to forward the NOC and Vigilance clearance/ACR gradings of the officers for considering their cases for deputation / on loan basis.
02. As such, Commissioners are requested to direct their staff not to forward any willingness/representations directly to organization concerned. All correspondences for loan basis/deputation should be routed through the Commissionerates with the approval of Commissioner. Deviating from this procedure will henceforth be viewed very seriously.
03. Further, vide letter F.No.8/B/52/HRD (HRM I)/2017 dated 10.10.2017, DGHRD, New Delhi reiterated that Zonal Chief Commissioner can post officers on **loan basis** only to those formations of the Directorates which are located within the jurisdiction of his/her GST Zone. Similarly Directorates that have received staff on loan basis from the Zonal Chief Commissioner's Office can post these officers only in those formations of the Directorate which are located within the jurisdiction of the said CC Zone. These instructions should be followed while forwarding applications for loan basis.
04. It is also informed that the Cadre Controlling Authority has prescribed the following additional norms for considering request for transfer **on deputation**:

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**Eligibility Condition:**

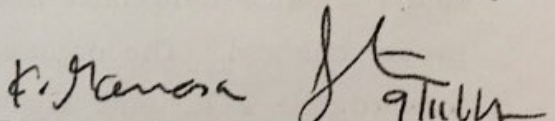
(a) The period of service for eligibility prescribed in the concerned Vacancy Circular would be strictly adhered to.

(b) In the absence of eligibility conditions in the Vacancy Circular, DOPT Office Memorandum No. AB 14017/71/89- Estt. (RR) dated 03.10.1989 which states that officers holding posts in a particular scale of pay who have completed specific years of regular service in the scale are eligible to be considered for transfer on deputation as laid down in the recruitment rules will be followed. The Probation period for direct recruits has been prescribed as 2 years under recruitment rules. Accordingly applications of only those officers who have **completed their probation period** will be considered for forwarding of willingness for deputation to various organizations.

(c) The applications for deputation by an officer will be restricted to **4 applications only in a financial year.**

The above instructions may be strictly adhered to.

This Circular is issued with the approval of Cadre Control Authority, Tamilnadu and Puducherry.

  
(MANASA GANGOTRI KATA)  
JOINT COMMISSIONER (CCA)

**Copy submitted to:**

1. The Principal Commissioner / Commissioner, GST & Central Excise, Chennai  
• PCCO/North / South / Outer / Puducherry / Chennai Audit-I / II / Appeals-I / II,  
Coimbatore / Madurai / Salem / Trichy / Coimbatore Audit / Appeals.
2. The Chief Commissioner of Customs (Preventive), Trichy.

**Copy to:**

1. The Superintendent of GST & Central Excise (Computer Section), Chennai-I. - For display on Internet and Intranet.
2. The Hindi Cell (For translation).
3. Notice Board





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वित्त मंत्रालय / MINISTRY OF FINANCE  
राजस्व विभाग / DEPARTMENT OF REVENUE

OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF GST & CENTRAL EXCISE,  
TAMILNADU AND PUDUCHERRY ZONE,  
26/1, MAHATMA GANDHI ROAD, NUNGAMBAKKAM, CHENNAI - 600 034.

दिनांक/Date: 28.11.2017

C.No.II/13/06/2017-सं.नि.प्रा.-स्था/.CCA.Estt.

**CORRIGENDUM**

**Sub: Estt.-Deputation/loan basis posting to various organizations -  
Forwarding of willingness - Reg.  
\*\*\*\*\***

Please refer to this office circular issued in file of even number dated 09.11.2017 on the above subject.

In Para 4 (b) "the probation period for direct recruits has been prescribed as 2 years under recruitment rules and accordingly applications of only those officers who have completed their probation period will be considered for forwarding of willingness for deputation to various organizations".

**The same may be kindly read as:**

**"the probation period for direct recruits has been prescribed as 2 years under recruitment rules. In the light of this, applications of only those officers (direct recruit or promotee) who have completed 2 years of minimum service in the grade in which deputation is applied for will be considered for forwarding of willingness for deputation to various organizations."**

This letter is issued with the approval of Cadre Control Authority, Tamilnadu and Puducherry.

Yours faithfully,

*K. Manasa*  
(MANASA GANGOTRI KATA)  
JOINT COMMISSIONER

**Copy submitted to:**

1. The Principal Commissioner / Commissioner, GST & Central Excise, Chennai North / South / Outer / Puducherry / Chennai Audit-I / II / Appeals-I / II, Coimbatore / Madurai / Salem / Trichy / Coimbatore Audit / Appeals.
2. The Chief Commissioner of Customs (Preventive), Trichy.

**प्रतिलिपि Copy to :**

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2. The Hindi Cell (For translation).

