

प्रधान मुख्य आयुक्त का कार्यालय माल और सेवा कर और केन्द्रीय उत्पाद शुल्क चेत्रई जोन /  
**OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF GOODS AND  
SERVICE TAX AND CENTRAL EXCISE, CHENNAI ZONE**

26/1, महात्मागांधीरोड, नुंगम्बाक्कम, चेन्नै-600 034  
26/1, Mahatma Gandhi Road, Nungambakkam, Chennai - 600 034

C.No.II/03/10/2021.CCA.Estt

Date: 15.04.2021

To

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

Sir/Madam

Sub-AGT 2021 in the grade of Head Havaldars/Havaldars- Calling for the  
details-reg.

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As per the Transfer Policy 2018, the following criteria are adopted to  
reckon the postings in erstwhile Commissionerates in the grade of Head  
Havaldars/Havaldars.

Sl. No	GST FORMATIONS	Formations reckoned for calculating the continuous tenure in Commissionerates/ Group/ Zone	Prescribed Tenure
1	PR.CCO, Chennai GST & Central Excise	CCO, Central Excise, CCO, Service Tax & PCCO	6 years
2	Chennai North	CCO, Central Excise, CCO, Service Tax, Chennai — I, Service Tax —I & Chennai North	6 years
3	Chennai South	Chennai-II, Chennai IV , Service Tax-II & Chennai South	6 years
4	Chennai Outer	Chennai-III & Service Tax-III & Chennai Outer	6 years (in Chennai City)
5	Chennai Audit-I&II	Internal Audit Sections of Erstwhile Commissionerates, LTU Audit Circle & Audit-I/II CX Chennai, Service Tax Audit & Audit-I/II GST Chennai	6 years
6	Chennai Appeals-I&II	Appeals-I /II CX & Service Tax Appeals	6 years
7	CCP Zone	CCO, Trichy Customs & Tuticorin Customs of CCP Zone, Trichy.	8 years


02. The concerned Commissionerates are requested to verify the list enclosed and intimate the names of the Head Havaldars/Havaldars who fall in the category prescribed above along with the details in the enclosed proforma.

03. Representations, if any, received from the Head Havaldars/Havaldars requesting change of postings/ place of choice, in the enclosed proforma, may also be forwarded to this office.

04. It is further informed that Head Havaldars/Havaldars working in GST formations and who are willing to work in CCP Zone, Trichy may send their willingness, in the enclosed proforma through proper channel to this office.

05. All the above details may be sent to this office on or before 30.04.2021.

**Encl:** As above.

  
15/04/21  
**(B SENTHILVELVAN)**  
**ADDITIONAL COMMISSIONER**

**Copy submitted to:**

The Chief Commissioner, Customs Preventive Zone, Trichy.

**Copy to:**

1. The Chief Accounts Officer, Pr.CCO (for similar action)
- ✓ 2. The Superintendent (Computer section), Chennai-North **for display in the official website.**
3. The General Secretary, Group 'C' Officer's Association, Chennai Zone.
4. Master File.

**List of Head Havaldars/Havaldars working in the Commissionerate in Chennai City**

**HAVALDARS**

Sl. No.	Emp Code	Name S/Shri/Smt	Date of Birth	Name of the Commissionerate
1	9219	J.PRABHU	16-06-1995	Pr.CCO
2	9220	I. JACOB	04-02-1995	Pr.CCO
3		SHANMUGAM K	15-05-1962	PR.CCO (ON LOAN BASIS TO NACIN, CHENNAI)
4	8774	DINESH B	28-11-1997	CHENNAI NORTH
5	9215	M.GOKULAKRISHNAN	08-07-1994	CHENNAI NORTH
6	9218	P.RAJA	04-10-1995	CHENNAI NORTH
7	9221	VINOTH. J	11-04-1995	CHENNAI NORTH
8	9223	S.HARISH KUMAR	22-10-1989	CHENNAI NORTH
9	9485	PRADEEP KUMAR P	22-07-1983	CHENNAI NORTH
10	8102	LAKSHMANAN V	08-05-1963	CHENNAI SOUTH
11	9206	V.NARENDRAN	01-02-1995	CHENNAI SOUTH
12	9207	A.TAMILARASAN	06-07-1993	CHENNAI SOUTH
13	9209	V.VINEETH RAJA	14-12-1996	CHENNAI SOUTH
14	9216	S.VICTOR SAMUEL RAJAN	30-07-1994	CHENNAI SOUTH
15	9204	V.NANDHINI	11-01-1994	CHENNAI OUTER
16	9210	MANI KUMARAN	03-12-1982	CHENNAI OUTER
17	9326	T. SATHYANARAYANAN	20-07-1990	CHENNAI OUTER
18	9208	S.BALAJI	17-12-1995	CHENNAI AUDIT-I
19	9217	D.RENGARAJ	08-09-1991	CHENNAI AUDIT-I
20	9205	VINITH.K	08-11-1995	CHENNAI AUDIT-II
21	9224	P.S. SIVARAMAKRISHNAN	09-03-1992	CHENNAI AUDIT-II
22	9325	RAHUL P.R	19-02-1996	CHENNAI APPEALS-I
23	9222	JEBAKUMAR.D	09-08-1990	CHENNAI APPEALS-II

**HEAD HAVALDARS**

Sl. No.	Emp Code	Name S/Shri/Smt	Date of Birth	Name of the Commissionerate
1	3017	JOHN BOSCO D	25-09-1961	PR.CCO
2	8080	KRISHNAMOORTHY M	08-06-1968	PR.CCO

3	6735	SIVARASAN S	07-11-1967	PR CCO(On loan basis to DGGSTI Puducherry)
4	2403	MURUGESAN S	03-06-1966	PR.CCO
5	5792	SEKAR V	07-03-1972	PR.CCO
6	1513	ISAC PREMKUMAR J	06-02-1980	PR.CCO
7	6847	RAJESH D	10-02-1985	PR.CCO
8	2005	KRISHNAMMA K	15-08-1964	PR.CCO
9	4438	LILLY PUSHPAM C	11-05-1964	CHENNAI NORTH
10	4178	ANANDA RAO	03-02-1962	CHENNAI NORTH
11	1521	JOTHI T	07-05-1969	CHENNAI NORTH
12	1510	GOWTHAMAN D	04-07-1970	CHENNAI NORTH
13	4338	HAYATH A	07-09-1965	CHENNAI NORTH
14	5799	MURALI G	24-11-1965	CHENNAI NORTH
15	3056	RAGHU M	10-10-1974	CHENNAI NORTH
16	5759	VENUGOPAL G	24-05-1971	CHENNAI NORTH
17	1996	YUVARAJ M K	22-01-1963	CHENNAI NORTH
18	4590	SRIDHAR M	07-04-1968	CHENNAI NORTH
19	6663	ANTONY XAVIER	14-02-1971	CHENNAI NORTH
20	8783	MAHARANI A	05-05-1969	CHENNAI NORTH
21	1926	JAYAPRAKASH J	10-01-1973	CHENNAI NORTH
22	4510	PERINAIDU R	01-07-1965	CHENNAI NORTH
23	3075	SIVAKUMAR D	13-04-1975	CHENNAI SOUTH
24	4863	VENKATESWARALU M	04-02-1964	CHENNAI SOUTH
25	3117	DILLIRAJ E	03-05-1976	CHENNAI SOUTH
26	6533	RAVIKUMAR V	07-03-1970	CHENNAI SOUTH
27	1573	SURESH BABU P	23-11-1969	CHENNAI SOUTH
28	1555	RAMAMOORTHY S	07-04-1969	CHENNAI SOUTH
29	1587	MUTHIAH R	05-04-1962	CHENNAI OUTER
30	3092	VEDAMANI P	15-06-1961	CHENNAI OUTER
31	8073	PARAMASIVAM R	10-04-1962	CHENNAI OUTER
32	1566	SHAM SINGH K	05-10-1964	CHENNAI OUTER
33	1494	BALASUBRAMANIAN S	25-12-1975	CHENNAI OUTER
34	5797	LINGESWARAN M	07-05-1965	CHENNAI OUTER

35	3054	PUSHPARANI V	20-04-1963	CHENNAI OUTER
36	3012	GUNASEKARI S	13-02-1965	CHENNAI OUTER
37	3089	USHA RANI S	01-03-1968	CHENNAI OUTER
38	3035	MANAVALAN S	10-01-1970	CHENNAI OUTER
39	6666	STALINKUMAR S	12-04-1970	CHENNAI OUTER
40	3088	ULAGANATHAN M	01-12-1969	CHENNAI OUTER
41	1565	SENTHAMARAI G	04-04-1964	CHENNAI OUTER
42	1528	LAKSHMANAN R	10-04-1972	CHENNAI OUTER
43	5761	VELAYUTHAM C S	09-04-1971	CHENNAI OUTER
44	1558	SATHIAMOORTHY R	04-08-1974	CHENNAI OUTER
45	3123	MOORTHY V	17-08-1970	CHENNAI OUTER
46	4608	MOORTHY S	04-05-1974	CHENNAI OUTER
47	1903	BASKAR D	01-06-1969	CHENNAI OUTER
48	6662	MUNIAMMAL G	20-01-1974	CHENNAI OUTER
49	8156	RAVIKUMAR M	08-07-1977	CHENNAI OUTER
50	3070	YOGESWARI S	02-11-1962	CHENNAI OUTER
51	8157	KALAVATHY R	12-04-1967	CHENNAI OUTER
52	5753	SUDHAKARAN M	05-04-1964	CHENNAI OUTER
53	3069	SASIKALA BABU S	30-07-1965	CHENNAI OUTER
54	6773	PARTHIBAN D	15-01-1980	CHENNAI OUTER
55	6661	MAGATHI AGA S I	09-03-1984	CHENNAI OUTER
56	1568	SHARMA N P	21-12-1965	CHENNAI AUDIT-I
57	8110	THIRUNAVUKARASU V	03-06-1969	CHENNAI AUDIT-I
58	4616	SRINIVASAN K S	23-05-1973	CHENNAI AUDIT-I
59	6532	SUNITHA P	17-10-1979	CHENNAI AUDIT-I
60	6771	ALAMELU M	29-12-1967	CHENNAI AUDIT-I
61	4645	RAMESH A	10-04-1962	CHENNAI AUDIT-II
62	4283	DHARAKAN K G	15-01-1966	CHENNAI AUDIT-II
63	1491	BALAKUMAR K	14-08-1970	CHENNAI AUDIT-II
64	1518	JAYARAMAN S	19-02-1966	CHENNAI APPEALS - I
65	2991	ANANDAKUMAR R	02-05-1975	CHENNAI APPEALS - I
66	3003	N HAJIRA FATHIMA	30-10-1978	CHENNAI APPEALS - I
67	6664	RAVI L	15-05-1968	CHENNAI APPEALS - II
68	1539	NAGARAJAN A	13-05-1965	CHENNAI APPEALS - II

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<b>List of Head Havaldars/Havaldars working in the Customs Zone</b>				
<b>HAVALDARS</b>				
<b>Sl. No.</b>	<b>Emp Code</b>	<b>Name S/Shri/Smt</b>	<b>Date of Birth</b>	<b>Name of the Commissionerate</b>
1	8853	GEETHA S	05-07-1989	TRICHY CUSTOMS
2	9202	RAJESH SHARMA M	12-09-1989	TRICHY CUSTOMS
4	9486	SIVA KUMAR T	31-07-1969	TRICHY CUSTOMS
5	9488	RAMASAMY B	06-09-1972	TRICHY CUSTOMS
6	9489	ELANGO M	16-02-1967	TRICHY CUSTOMS
7		THOMAS KUMAR R	22-03-1974	TRICHY CUSTOMS
8		MUTHULAKSHMI P	06-04-1970	TRICHY CUSTOMS
9		MURUGAN S	06-04-1973	TRICHY CUSTOMS
<b>HEAD HAVALDARS</b>				
<b>SL. No.</b>	<b>Emp Code</b>	<b>Name S/Shri/Smt</b>	<b>Date of Birth</b>	<b>Name of the Commissionerate</b>
1	8051	AMURTHALINGAM R	06-04-1961	TRICHY CUSTOMS
2	2436	K.SAMAYAMUTHU	25-05-1965	TRICHY CUSTOMS
3	8072	RAJENDRAN M	05-01-1966	TRICHY CUSTOMS
4	8075	THIRUNAVUKARASU S	22-04-1962	TRICHY CUSTOMS
5	6740	SANKAR M	20-04-1963	TRICHY CUSTOMS
6	8092	SUNDARAMOORTHY P	22-04-1962	TRICHY CUSTOMS
7	9866	MANIKALAI M	05-05-1962	TRICHY CUSTOMS
8	8085	SUBRAMANIAN T	18-06-1968	TRICHY CUSTOMS
9	8088	BALAKRISHNAN G	25-12-1962	TRICHY CUSTOMS
10	8090	MADHAVAN K	22-04-1964	TRICHY CUSTOMS
11	8099	SIVAPERUMAL P	26-02-1965	TRICHY CUSTOMS
12	3936	MAHENDRAN P	06-02-1965	TRICHY CUSTOMS
13	3995	SEETHARAMAN N	20-06-1966	TRICHY CUSTOMS
14	3962	PARANTHAMAN R	15-05-1970	TRICHY CUSTOMS
15	6645	SINGARAM R	04-05-1966	TRICHY CUSTOMS

16	9868	BALASUNDARAM S	17-07-1965	TRICHY CUSTOMS
17	6149	MURUGAN P	27-05-1972	TRICHY CUSTOMS
18	3991	SATHARKHAN H	03-06-1976	TRICHY CUSTOMS
19	3960	PANEERSELVAM R	13-11-1969	TRICHY CUSTOMS
20	4463	MANOHARAN K	11-05-1968	TRICHY CUSTOMS
21	6678	PARAMASIVAM T	29-05-1982	TRICHY CUSTOMS
22	6752	GANESAMOORTHY P	07-05-1967	TRICHY CUSTOMS
23	6631	KARTHIKEYAN N	15-04-1968	TRICHY CUSTOMS
24	8111	ADITHAN S	20-04-1965	TRICHY CUSTOMS
25	8113	ANTHONI JEBAMALAI S	31-10-1970	TRICHY CUSTOMS
26	8116	YESHWANTH BABU K	15-02-1966	TRICHY CUSTOMS
27	8117	MURUGAN A	23-03-1968	TRICHY CUSTOMS
28	9103	BASKARAN K	27-04-1962	TRICHY CUSTOMS
29	8127	ATCHAYAKUMAR M	10-04-1970	TRICHY CUSTOMS
30	6648	TAMILVANAN S	01-04-1970	TRICHY CUSTOMS
31	8129	MUTHUKUMAR T	18-04-1961	TRICHY CUSTOMS
32	8132	CHELLATHANGAM C	28-05-1966	TRICHY CUSTOMS
33	9320	VEERAMANI M	24-04-1972	TRICHY CUSTOMS
34	6626	BOJARAJAN M	12-01-1967	TRICHY CUSTOMS
35	6640	SAHAYASELVAM S	31-07-1966	TRICHY CUSTOMS
36	6646	SOMASUNDRAM V	21-06-1969	TRICHY CUSTOMS
37	8135	PRABAKARAN S	30-01-1970	TRICHY CUSTOMS
38	8136	NAGARAJAN R	30-07-1970	TRICHY CUSTOMS
39	8331	KASINATHAN V	13-03-1971	TRICHY CUSTOMS
40	8139	NATARAJAN R	12-05-1966	TRICHY CUSTOMS
41	8189	CHELIAN S	05-06-1967	TRICHY CUSTOMS
42	8192	ARUMUGHAM S	16-04-1964	TRICHY CUSTOMS
43	8193	GANESAN M	04-05-1964	TRICHY CUSTOMS
44	8081	GNANASEKARAN M	01-04-1962	TRICHY CUSTOMS
45	8100	SEKAR M	08-05-1966	TRICHY CUSTOMS
46	3965	PUVIRAJAN K	25-12-1964	TRICHY CUSTOMS
47	8115	CHARLES KUMAR R	07-10-1971	TRICHY CUSTOMS
48	8175	RAJAPANDIAN B	20-07-1987	TRICHY CUSTOMS
49	8182	MURUGESHAN D	18-07-1969	TRICHY CUSTOMS

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50	8128	SAHAYASELVAM A	03-06-1970	TRICHY CUSTOMS
51	8173	SELVAMURUGAN N	14-04-1987	TRICHY CUSTOMS
52	9323	SUGANTHI A	08-06-1977	TRICHY CUSTOMS
53	8750	RAJKUMAR G	16-01-1994	TRICHY CUSTOMS
54	6624	ABDUL JABBAR S	15-12-1972	TRICHY CUSTOMS CCO
55	3900	BHASKAR S	06-04-1961	TUTICORIN CUSTOMS
56	9821	SARAL M	10-04-1965	TUTICORIN CUSTOMS
57	8072	RAJENDRAN M - II	04-05-1964	TUTICORIN CUSTOMS
58	9824	TAMILSELVAM M	16-01-1972	TUTICORIN CUSTOMS
59	8093	JAYARAM P	03-05-1963	TUTICORIN CUSTOMS
60	3077	SREEDHARAN R	02-03-1976	TUTICORIN CUSTOMS
61	8104	ASHOK KUMAR M	04-05-1966	TUTICORIN CUSTOMS
62	8114	RAJENDRAPANDIAN T	13-01-1966	TUTICORIN CUSTOMS
63	8123	RAJENDRAN V M	21-03-1969	TUTICORIN CUSTOMS
64	6643	SAVITHRI P	06-09-1967	TUTICORIN CUSTOMS
65	6651	THIRUMALAIRAJ G	16-05-1965	TUTICORIN CUSTOMS
66	8133	VALLINAYAGAM C	07-05-1974	TUTICORIN CUSTOMS
67	7125	SUDALAIMUTHU S	05-04-1973	TUTICORIN CUSTOMS
68	8150	SARAVANAN G	27-06-1980	TUTICORIN CUSTOMS
69	8194	ALEXANDER A	13-05-1968	TUTICORIN CUSTOMS
70	6054	VEERAPANDI A	29-04-1969	TUTICORIN CUSTOMS
71	8149	RAJESH K	19-05-1978	TUTICORIN CUSTOMS



PROFORMA FOR TRANSFER/RETENTION

1.	Employee Code					
2.	Name of the Officer					
3.	Designation					
4.	Date of Birth					
5.	Place where working at present					
6.	Date from which working :					
	(i) Present station viz.,					
	(ii) Commissionerate					
	(iii) Present place of postings					
7.	History of Posting since entry into service :-					
S. No.	Designation	Place of Posting	From DD/MM/YYYY	To DD/MM/YYYY	Whether change was on request	Remarks
1						
2						
3						
4						
5						
8.	Whether request for transfer, if Yes, please give 3 different stations of choice in the order of preference. (Note : request for any station only will be considered and request for specific posting in any particular station will not be considered)				1. 2. 3.	
9.	Whether request for retention at present place					
10.	Reasons for seeking Transfer /- Retention (attach separate sheet with supportive documents wherever necessary)					

Certified that the information furnished above is correct to the best of my knowledge and belief.

Place :  
Date :

(SIGNATURE)  
(NAME)

**CERTIFICATE BY THE OFFICER MAINTAINING SERVICE BOOK**

Certified that the particulars submitted by the officer have been verified with service book and corrections have been made in relevant columns wherever necessary.

Place :

Date :

SIGNATURE OF THE OFFICER  
WITH NAME & DESIGNATION

**COMMENTS / RECOMMENDATIONS OF THE FORWARDING OFFICER**

1. DESERVING CATEGORY

2. NO MERIT AT PRESENT

Place:-

Date:-

SIGNATURE OF THE OFFICER  
WITH NAME & DESIGNATION