



केन्द्रीय उत्पाद शुल्क, सीमा शुल्क एवं सेवाकर के आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS & SERVICE TAX



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OFFICE ORDER

In pursuance of instructions contained in Department of Personal, New Delhi's O.M.No.27/4(i)/70-Estt.(SCT) dated 03.09.1970 and OM No.36013/6/81 Estt(SCT), dated 07.12.1981, I hereby nominate Shri A. G. Sable, Assistant Commissioner, Aurangabad as 'Liaison Officer' in Aurangabad Commissionerate with immediate effect for looking after the work relating to the representations of the officers/ staff belonging to Schedule Castes/Scheduled Tribes and Other Backward Classes and working in all the Establishments of Central Excise, Customs & Service Tax, Aurangabad Commissionerate. He will be responsible for ensuring that the instructions contained in the brochure on reservation for SC/ST/OBC in service (IV Edition) and other orders issued from time to time are strictly complied with.

2. He will specifically be responsible for the following :-

- (i) To ensure due compliance by the subordinate authorities with the Reservation orders and other benefits admissible to SC/ST/OBC.
- (ii) To scrutinize and ensure prompt submission of the prescribed annual statements by the appointing authorities to the Ministries/Departments and consolidation of the annual statement and sending such consolidated statements to the Department of Personnel and Training.
- (iii) To scrutinize properly all proposals for reservation and to certify after due satisfaction that such de-reservations are inevitable and that all steps prescribed in this regard have been faithfully taken.

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- (iv) To liaise between the Ministries/Departments/Attached and subordinate officers and the Department of Personnel for supply of required information, answering queries and clearing doubts.
- (v) To conduct annual inspection of the rosters maintained, keeping a record of such inspection (Proforma for the Inspection of Rosters given in Appendix-10).
- (vi) To extend necessary assistance to the Commissioner for SCs/STs/OBCs in discharge of his duties and functions.

3. The Superintendent(Vig.), Administrative Officer(Confid.) and Administrative Officer(Hqrs.) shall assist the Liaison Officer so that he is able to discharge his duties effectively in this regard.


(Kumar Santosh)
Commissioner

F.No.II/39-29/Estt/84
Aurangabad, the 9th July, 2015

Copy to :-

- 1) Deputy Secretary, Govt. of India, Ministry of Finance, Department of Revenue, CBEC, New Delhi.
- 2) The Under Secretary (Ad.III.A) CBEC, Jeewan Deep Building, IVth Floor, Room No.28, Sansad Marg, New Delhi.
- 3) The Chief Commissioner, Central Excise & Customs, Nagpur Zone.
- 4) The Commissioner of SC/ST/OBC, West Block No.1, Wing No.7, 1st Floor, R.K. Puram, New Delhi.
- 5) All Addl Commissioners, Central Excise & Customs, Aurangabad.
- 6) All Dy/Asstt. Commissioners, Central Excise & Customs, Aurangabad.
- 7) Sr.P.S. to Commissioner/CAO/PAO/Supdt.(Vig.)/Confid.
- 8) All Divisions/Sections, Customs & Central Excise, Aurangabad.
- 9) General Secretary, SC/ST/OBC Associations, Aurangabad.
- 10) Individual officer