



भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
सीमा शुल्क आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER OF CUSTOMS
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F. No: S45/08/2023- ESTT. CUS

Date: 08.11.2023

ESTABLISHMENT CIRCULAR No. 200/2023

Sub: Mission Recruitment: Constitution of Committee for the Rozgar Mela scheduled to be held in the month of November 2023 - Reg.

The following committees have been constituted with the following officers of Custom House Cochin for the smooth conduct of the "Rozgar Mela" scheduled to be held in the month of November 2023.

A. Coordination and Control Committee			
Sl.No.	Name of the Officer (Shri./Smt./Ms.)	Head of the Committee/Member	Duties Assigned
1	P G Laloo Assistant Commissioner	Head of the committee	To coordinate with all other Committees for making necessary arrangements for the Rozgar Mela.
2	V J Rajmohan Superintendent	Member	
3	Jimmy Mathew, Superintendent	Member	To act as liaison between HRD/HRM/CBIC & with local nodal officers.
4	D A Amaldas Superintendent	Member	
B. Reception and Help Desk Committee			
Sl.No.	Name of the Officer (Shri./Smt./Ms.)	Head of the Committee/Member	Duties Assigned
1	Subha Chandran, Assistant Commissioner	Head of the committee	1. For facilitating new appointees. 2. Managing Common information folders, appointee's data and folders for handing over appointment letters. 3. Seating arrangements for the dignitaries, candidates and other guests present at the
2	Manjula V, Chief Accounts officer	Member	
3	K N Prashanth, Superintendent	Member	
4	Rekha Tulsidas, Accounts Officer	Member	

5	Sreejisha M V, Superintendent	Member	venue. 4. Setting up of Helpdesks/kiosks. 5. Arrangement of Common posters/Banners/ Cut- offs/logo.
6	Jyothi Mohan, Superintendent	Member	
7	Ashamz K Vincent, Appraiser	Member	
8	Gora Dinesh Jagdish, Inspector	Member	
9	Rusel Dcruze, Inspector	Member	
10	Ravi Ranjan Kumar, Executive Assistant	Member	
11	Rijas K.R, Executive Assistant	Member	
12	Shifan S, Executive Assistant	Member	
13	Nripen R C, Executive Assistant	Member	
14	Sreejith G R, Tax Assistant	Member	
15	Joseph L Sanate, Tax Assistant	Member	

Sub-committee for printing/ stationery

Sl.No.	Name of the Officer (Shri./Smt./Ms.)	Head of the Committee/Member	Duties Assigned
1	G Rajesh Kumar, Assistant Commissioner	Head of the committee	Printing of Folders/ dossiers/ Common posters/ Banners/ Cut-offs/ logo/ Back drop.
2	Jenish M George, Superintendent	Member	
3	Sachin Babu, Inspector	Member	
4	Vinay Krishna Dasi, Executive Assistant	Member	
5	P V Raveendran, Tax Assistant	Member	
6	Joseph K.S., Head Havaldar	Member	
7	Jibin Das, LDC	Member	

C. Program Committee

Sl.No.	Name of the Officer (Shri./Smt./Ms.)	Head of the Committee/Member	Duties Assigned
1	Beena Vas S, Assistant Commissioner	Head of the committee	

2	Anjana Menon, Superintendent	Member	For the purpose of anchoring/ compering/ managing the program/podium.
3	Kumari Prerna, Inspector	Member	
4	Athira Santhan, Inspector	Member	
5	Niranjana N, Inspector	Member	
6	Malini A.N. Examiner	Member	
7	Roshni C Ravi, Tax Assistant	Member	

D. Protocol/Reception Committee at Airport/ Venue

Sl.No.	Name of the Officer (Shri./Smt./Ms.)	Head of the Committee/Member	Duties Assigned
1	Oommen Joseph, Assistant Commissioner	Head of the committee	Coordination with Airport authorities and Protocol for Higher officials/ Local protocol for dignitaries at venue.
2	K G Sreekumar, Superintendent	Member	
3	S.A. Madhu, Superintendent	Member	
4	T U Jalesh, Superintendent	Member	
5	Mallangi Yaswanth Reddy, Inspector	Member	
6	CH Ashok Vishwanath, Inspector	Member	
7	Deepesh, Inspector	Member	
8	Anil P, Inspector	Member	
9	Kiran V Puthettu Inspector	Member	
10	Vishnu Rengaman Inspector	Member	
11	Adarsh V.S. Inspector	Member	
12	Jibin Raj, Inspector	Member	
13	Amrit Pratap Singh Inspector	Member	
14	Arun S, Inspector	Member	

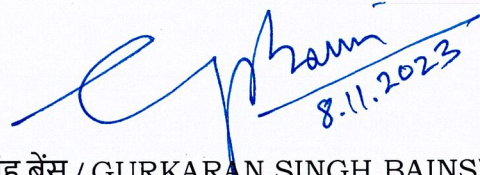
15	Dhiraj Sharma, Inspector	Member	
E. Transport and Logistics			
Sl.No.	Name of the Officer (Shri./Smt./Ms.)	Head of the Committee/Member	Duties Assigned
1	A.N. Jojo Assistant Commissioner	Head of the committee	Arranging Transportation facilities for the dignitaries and candidates/ Arrangement of First aid/ ambulance/ fire brigade/ parking arrangement at venue/ standby electricity.
2	Ananth Vemuri, Inspector	Member	
3	Mayank Babu Upadhyay, Inspector	Member	
4	Sachin Babu, Inspector	Member	
5	Anil Kumar, Staff Car Driver Spl grade	Member	
6	Shidin K.V., MTS	Member	
7	Shijumon P.K. Head Havaldar	Member	
F. Technical Committee			
Sl.No.	Name of the Officer (Shri./Smt./Ms.)	Head of the Committee/Member	Duties Assigned
1	Ashif A, Deputy Commissioner	Head of the committee	1. Coordinating with team at NIC. 2. Provision of the internet at the venue for joining through the virtual link which will be shared. 3. Arrangements for viewing of the PM address on large screens as per the capacity.
2	Pappu Bhagat, Superintendent	Member	
3	Ratheesh R, Superintendent	Member	
4	Gunasekhar Gandhi D, Inspector	Member	
5	Navneet Kumar, Inspector	Member	
6	Kamal Krishnan, Inspector	Member	
G. Media Committee			
Sl.No.	Name of the Officer (Shri./Smt./Ms.)	Head of the Committee/Member	Duties Assigned
1	Jimmi Joseph, Assistant Commissioner	Head of the committee	1. Liaison with Doordarshan, AIR, Print Medias and other private channels and ensure maximum coverage of the program. 2. Wide publicity of the program.
2	K C S Prasanth , Superintendent	Member	
3	N.G. Jaison, Superintendent	Member	

4	K Sathish, Superintendent	Member	3. Arrangements for taking photographs with dignitaries and taking bytes from some of the new appointees. 4. Media coverage to be shared with DoPT.
5	P.P. Sunil Kumar, Inspector	Member	
6	Don Joseph, Havaldar	Member	

H. Refreshment Committee

Sl.No.	Name of the Officer(Shri./Smt./Ms.)	Head of the Committee/Member	Duties Assigned
1	P Vijay Kumar, Assistant Commissioner	Head of the committee	Arranging refreshments for the Guests/ Officials/ Candidates.
2	T P Nandakumar , Superintendent	Member	
3	Anjunath A, Superintendent	Member	
4	Anal Theackanath, Tax Assistant	Member	
5	Manesh R, Havaldar	Member	

All the Committee members are requested to act in co-ordination with the heads of the respective committees for the smooth conduct of the Rozgar Mela.


8.11.2023

(गुरकरन सिंह बैस / GURKARAN SINGH BAINS)
आयुक्त / COMMISSIONER

To: The Officers Concerned.

Copy To:

1. The Assistant Commissioner (CCO).
2. The Dy. Commissioner of Customs, EDI (for uploading in the official website).
3. Commissioner's File/JCs/Airport/ACC/PRD/ADMN/CRU (for issue to all sections).