



भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर और 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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मि.सं.F.No: S44/02/2018AdmnCus

दिनांक Dated: 30.03.2020

प्रशासन परिपत्र ADMINISTRATION CIRCULAR No.08/2020

विषय: प्रधानमंत्री केयर्स कोष में एक दिन के वेतन का स्वैच्छिक योगदान।संब-

Sub: Voluntary Contribution of One day Salary to PM-CARES Fund -Reg.

Please refer to the Board's letter F.No.296/72/2020-CX-9 dated 29.03.2020 on the subject mentioned above (copy enclosed).

In this regard, all Officers of Custom House, Cochin who do not wish to contribute one day's salary for PM-CARES Fund are requested to submit their written declaration for not deducting a day's salary in the enclosed format. It is brought to your notice that in all case where no intimation is received by the DDO, a day's salary will be deducted towards contribution to the PM-CARES fund. The enclosed format may be sent to DDO on or before 07.04.2020 through email (admncuschn@gmail.com) or whatsapp nos. 8907329398, 9847722888.

अश्विन जॉन जॉर्ज Ashwin John George

उप आयुक्त सीमाशुल्क (प्रशासन) Dy. Commissioner (Admin)

प्रतिलिपि: - आयुक्त की फाइल, अपर/संयुक्त आयुक्त, सभी उप /सहायक आयुक्त, रासायन परीक्षक, प्रशासनिक अधिकारी, मुख्य लेखा अधिकारी, वेतन और लेखा कार्यालय, सूचना पट्ट, ईडीआई अनुभाग (विभाग की वेबसाइट में परिपत्र अपलोड करने हेतु), एअरपोर्ट, एयर कार्गो कॉम्प्लेक्स, सभी अनुभाग।

Copy to: Commissioners file, ADC, JC, DC/AC, CE, Ad.O, CAO, PAO, Admin-Airport, ACC, PAD, CFSs, All Sections, Notice Board, EDI (for uploading in website).

F.No: 296/72/2020-CX-9
Government of India
Ministry of Finance
Department of revenue
Central Board of Indirect Taxes and Customs

To,

All Pr Chief Commissioners/ Pr Director Generals/

All Chief Commissioners/Director Generals under CBIC

All Commissioners/Joint Secretaries of the CBIC

Sub- Voluntary contribution of one day salary to PM-CARES Fund-Reg

Madam/Sir,

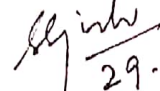
As you are aware, the country is facing an unprecedented health crisis in the wake of COVID19 pandemic. The officers have risen up to the challenge and are braving it out at the ports, airports and LCSs to ensure expeditious clearance of passengers and EXIM cargo even during the lockdown. The commendable efforts put in by our officers has received appreciation from all quarters.

2. In this time of national health crisis, the Department needs to show solidarity and rise to the occasion and contribute voluntarily to the PM-CARES Fund set up for this purpose. The contribution made by the department as a whole can be utilized suitably to tide over the ongoing crisis. There has been an overwhelming response to the informal message given by the Chairman, for donating one day's salary across all section of officers and staff. Accordingly, it is proposed that officers of the Department donate one day's salary which can be deducted by the respective DDOs and then sent to the PM-CARES Fund. Needless to mention, the donations have to be voluntary across all officers of Groups A, B and C cadres.

3. Considering the prevailing lockdown and the fact that most of the officers are working from home, obtaining consent of each officer may not be feasible. Accordingly, you may like to direct formations under your charge to issue suitable instructions to obtain the names of officers who do not wish to contribute to the Fund. Also, if any officer wishes to pay more than a day's salary, voluntarily, may also indicate the amount to the DDO. You may like to devise suitable mechanism to disseminate the information among officers of your formations. The names of the officers who do not wish to contribute (in the format attached) as well as the names of officers who wish to pay more than a day's salary along with the amount, as is being proposed, may be sent to each DDO concerned by 7th April, 2020 without fail. In all cases where no intimation is received by the DDO, a day's salary may be deducted.

4. In respect of officers working in the Board, each section head (Commissioner/JS) may draw a similar list and mail to the aforementioned id. The entire exercise of obtaining consent should be completed by the 10th of April 2020 and the list should be forwarded to the DDO for deduction.
5. The modalities for payment to the PM-CARES(Citizens Assistance & Rehabilitation in Emergency Situation) Fund shall be communicated well before the salary bills are prepared.

Yours sincerely,


29.3.20
(Sucheta Sreejesh)
Commissioner Coordination-II
CBIC

Declaration

I declare that I do not wish to contribute any part of my salary for the PND-CARES Fund. Hence no deduction should be made.

Name of officer

Designation

To
The CEO

Declaration

I declare that I wish to contribute an amount of Rs. _____ to the PND-CARES Fund. Accordingly deductions may be made from my salary for the month of April 2020.

Name of officer

Designation

To
The CEO