



निष्पादन प्रबंधन महानिदेशालय
Directorate General of Performance Management
केंद्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड
Central Board of Indirect Taxes and Customs
ड्रम शेप बिल्डिंग, आई पी भवन, आई पी इस्टेट
Drum Shape Building, I P Bhawan, I P Estate
नई दिल्ली New Delhi-110 002
Email : dgpm-cbic@gov.in.

To,

1. The Additional Director General (Admn.), DG Performance Management, New Delhi.
2. The Additional Director General (Admn.), DG HRD, Bhai Veer Singh Sadan, Gole Market New Delhi.
3. The Additional Director General (Admn.), DG Revenue Intelligence, IP Bhawan, New Delhi.
4. The Additional Director General (Admn.), DG Tax Payer Services, C.R. Building, New Delhi.
5. The Additional Director General (Admn.), DG Systems & Data Management, Chanakyapuri, New Delhi.
6. The Additional Director General (Admn.), DG GST Intelligence, west Block 8,R.K.Puram, New Delhi.
7. The Additional Director General (Admn.), DG Vigilance, Chanakyapuri, New Delhi.
8. The Additional Director General (Admn.), DG Audit, C R Building, New Delhi.
9. The Additional Director General (Admn.), DG Anti Profiteering, Bhai Vir Singh Marg, New Delhi.
10. The Additional Director General (Admn.), DG Export Promotion, Jeevan Bharti Building, New Delhi.
11. The Additional Director General (Admn.), DG Analytics and Risk Management, Jeevan Bharati Building, New Delhi.
12. The Additional Commissioner (Admn.), DG Valuation, Mumbai.
13. The Additional Director General (Admn.), DG Goods & Service Tax, Bhikaji Cama Place, New Delhi.
14. The Commissioner (Admn.), O/o the Pr. Chief Commissioner (AR), CESTAT, R.K.Puram, New Delhi.
15. The Commissioner, Directorate of Logistics, Lok Nayak Bhawan, New Delhi.
16. The Director, Central Revenue Control Laboratory, Pusa road, New Delhi-110012.
17. The Commissioner, Directorate of Legal Affairs, Rajendra Bhawan, New Delhi.
18. The Commissioner, Directorate of International Customs, Jeevan Bharti Building, New Delhi.

Sir/Madam

I/1066235/2023

Subject : Guidelines for annual transfer/posting in grade of Executive Assistant Directorates under Cadre of DGPM.

Kind reference is invited to the transfer posting policy for Group 'B' and Group 'C' of officers and staff of the Directorate under CCA, DGPM issued vide F.No. 1040/27/2019 dated 30.08.2022.

Please find enclosed the lists of officers due for transfer in the grade of Executive Assistant of all the formations under CCA, DGPM in CBIC as per process of the transfer policy.

The same are hereby forwarded to all the Directorates for circulation amongst the officers in the grade of Executive Assistant.

Any discrepancy in the Due List may be forwarded to this office within 15 days from the date of issuance of this order. If no discrepancy is reported within stipulated time, the Due List will be treated as final.

Further, officers in the grade of Executive Assistant in the Due Lists may forward their representations in the prescribed format enclosed along with supporting documents (if any).

Yours faithfully,

(Devshree)
Deputy Director(Cadre)

Enclosure as above : List 1

Proforma for AGT 2023

Name of the Officer	
Year of appointment	
Designation	
Date of Birth	
Directorate (present place of posting)	
Posting at present place since	
3 Preferences of Station/Directorate (if any)	
Brief details of representation	
Supporting document (if any)	

Signature & Contact details

List of officers in the grade of EA who have completed more than 3 years in their present grade in the present formation as per Transfer Policy

S. No.	Name of Officers / Sh. / Smt.	D.O.B	Designation	Directorate	Station	Since	Till	Continuous stay in their present formation Since	Total numbers of years in present grade in present formation	Total continuous period of stay
1	SEEMA VOHRA	2/1/1966	EA	DGRI	Chandigarh	5/1/2015	Till Date	3/24/2011	8	12 YRS
2	SANTOSH KUMAR GUPTA	5/15/1982	EA	DGRI	Lucknow Zonal Unit	7/31/2014	Till Date	10/31/2014	8	8 yrs
3	AMIT KUMAR PRABHAKAR	6/9/1984	EA	DGPM	Kolkata	9/23/2015	Till Date	1/27/2014	8	8 yrs
4	ROSHNI KALE	6/18/1986	EA	DG Audit	Hyderabad	9/23/2015	Till Date	11/18/2011	8	11 yrs
5	SWAPAN KUMAR MANDAL	4/20/1977	EA	DGPM	Kolkata	9/23/2015	Till Date	3/3/2014	8	9 yrs
6	LALAWMPIUA COLNEY	2/2/1980	EA	DGPM	Delhi Hqr.	10/14/2015	Till Date	4/10/2012	8	11 yrs
7	DHARMENDRA MEENA	9/9/1979	EA	DGPM NRU	Delhi NRU	9/23/2015	Till Date	11/21/2011	8	11 yrs
8	BIKRAM KUMAR KESRI	2/19/1982	EA	DGGI	Delhi Hqr.	1/21/2016	Till Date	9/16/2010	7	12 yrs
9	UMESH TANTI	1/11/1981	EA	DGGI	Kolkata	1/21/2016	Till Date	8/5/2011	7	11 yrs
10	BHAVNESH KUMAR SINGH	5/1/1985	EA	DGRI	Lucknow Zonal Unit	1/21/2016	Till Date	7/30/2012	7	11 yrs
11	SMIELLY SHARMA	9/16/1990	EA	CESTAT	Chandigarh	4/1/2017	Till Date	10/21/2016	6	7 yrs
12	SIDDESH KAKKANI-WRU	5/26/1988	EA	DGPM WRU	Mumbai	4/1/2017	Till Date	6/30/2014	6	9 yrs
13	SANDEEP YADAV	8/4/1987	EA	CESTAT	Delhi Hqr.	4/1/2017	Till Date	5/5/2014	6	9 yrs
14	PANKAJ KUMAR GUPTA	7/15/1985	EA	DGoV	Lucknow Zonal Unit	4/1/2017	Till Date	5/3/2016	6	7 yrs
15	SHIVANI KUMAR	9/25/1989	EA	DGRI	Delhi Hqr.	8/4/2017	Till Date	3/3/2014	5	9 yrs
16	SAVITA RANI	6/23/1988	EA	DGRI	Delhi Hqr.	8/4/2017	Till Date	3/3/2014	5	9 yrs
17	NIPUN GUPTA	10/22/1987	EA	DGRI	Delhi Hqr.	8/4/2017	Till Date	8/25/2014	5	9 yrs
18	KULDEEP BISHT	3/3/1986	EA	DGGI	Delhi Hqr.	8/4/2017	Till Date	7/4/2014	5	9 yrs
19	SUNIL DUTT GAUR	2/18/1986	EA	DGRI	Delhi Hqr.	8/4/2017	Till Date	4/17/2014	5	9 yrs
20	NAVEEN JHA	6/13/1986	EA	DGRI	Delhi Hqr.	8/4/2017	Till Date	8/22/2014	5	8 yrs
21	NEEMA MAHESHWARI	9/2/1985	EA	DGRI	Jaipur R.U	8/5/2017	Till Date	8/5/2017	5	5 yrs
22	AKHIL BALIYAN	9/7/1986	EA	DGGI	Delhi Hqr.	8/4/2017	Till Date	5/1/2014	5	9 yrs
23	SHASHANK SHARMA	10/12/1988	EA	DGRI	Delhi Hqr.	8/4/2017	Till Date	3/7/2014	5	9 yrs
24	RAVI PASSI	7/8/1989	EA	DGRI	Delhi Hqr.	8/4/2017	Till Date	3/27/2014	5	9 yrs
25	MOHIT CHAUHAN	1/1/1989	EA	DGRI	Delhi Hqr.	8/4/2017	Till Date	3/31/2014	5	9 yrs
26	ANURAG GUPTA	2/2/1992	EA	DGRI	Delhi Hqr.	8/4/2017	Till Date	3/11/2014	5	9 yrs
27	RAKESH KUMAR SINGH	12/26/1984	EA	DGGI	Lucknow Zonal Unit	8/4/2017	Till Date	9/16/2015	5	7 yrs
28	SURENDRA KUMAR	5/15/1982	EA	DGHRD	Delhi	9/20/2019	Till Date	9/20/2019	3	3 yrs
29	PARVEEN KUMAR	11/2/1987	EA	DGGI	Ludhiana	8/4/2017	Till Date	12/1/2014	5	8 yrs
30	PRINCE KUMAR	2/6/1990	EA	DGRI	Bengaluru Z.U	8/4/2017	Till Date	3/21/2014	5	9 yrs
31	REENA ROZAL	12/4/1985	EA	DGRI	Delhi Hqr.	2/1/2019	Till Date	3/19/2014	4	9 yrs
32	MAMTA GARG	7/16/1968	EA	DGTS	Delhi	8/28/2019	Till Date	1/7/1991	3	32 yrs
33	SANT LAL	5/13/1965	EA	DGTS	Delhi	8/28/2019	Till Date	1/14/1991	3	32 yrs
34	MUKESH KUMAR	8/25/1976	EA	DG Systems	Delhi	9/6/2019	Till Date	9/6/2019	3	3 yrs
35	VIRENDER KUMAR	11/24/1969	EA	DGEP	Delhi	9/6/2019	Till Date	9/6/2019	3	3yrs
36	SURENDRA KUMAR	9/10/1968	EA	DGHRD	Delhi	9/20/2019	Till Date	9/20/2019	3	3yrs
37	SUNIL KUMAR	11/1/1972	EA	DDM	Delhi	9/6/2019	Till Date	9/6/2019	3	3yrs

38	RATAN LAL MEENA	5/10/1970	EA	DGHRD	Delhi	9/6/2019	Till Date	9/6/2019	3	3yrs
39	MAHESH CHANDRA DIXIT	8/15/1975	EA	CRCL	Delhi	9/6/2019	Till Date	2/22/1996	3	27 yrs
40	SUSHILA KUMARI	11/1/1966	EA	CRCL	Delhi	8/28/2019	Till Date	4/21/1997	3	26 yrs
41	LAL CHAND	8/8/1964	EA	DOL	Delhi	9/6/2019	Till Date	8/28/1998	3	24 yrs
42	ANUJ SAXENA	6/12/1974	EA	DGGI	Delhi	9/6/2019	Till Date	9/6/2019	3	3 yrs
43	VINIT KUMAR	2/7/1975	EA	DG Systems	Delhi	9/6/2019	Till Date	9/6/2019	3	3 yrs
44	GEETA R. MAHIPAL	10/9/1973	EA	DOL	Delhi	8/28/2019	Till Date	4/25/2000	3	23 yrs
45	HEM CHANDER MISHRA	12/5/1976	EA	DOL	Delhi	8/28/2019	Till Date	7/17/2000	3	23 yrs
46	HARISH SHARMA	6/19/1977	EA	DGHRD	Delhi	9/6/2019	Till Date	9/6/2019	3	3 yrs
47	SAROJ BALA	5/21/1965	EA	DG Systems	Delhi	9/12/2019	Till Date	2/14/1995	3	28 yrs
48	SUNITA MAURYA	3/7/1975	EA	DG Systems	Delhi	8/28/2019	Till Date	2/13/1995	3	28 yrs
49	SAVITA SHARMA	9/20/1972	EA	DLA	Delhi	8/30/2019	Till Date	8/30/2019	3	3 yrs
50	KAVITA DEVI	10/5/1977	EA	CRCL	Delhi	8/28/2019	Till Date	8/28/1998	3	24 yrs
51	INDU NEGI	9/8/1973	EA	CRCL	Delhi	9/6/2019	Till Date	1/21/1999	3	24 yrs
52	VINODINI PUROHIT	8/28/1967	EA	DGAP	Delhi	9/12/2019	Till Date	9/12/2019	3	3 yrs
53	NEERU BHATT	7/29/1970	EA	DOL	Delhi	8/28/2019	Till Date	8/28/2019	3	3 yrs
54	J.P.GUPTA	10/4/1968	EA	DGHRD	Delhi	9/4/2019	Till Date	9/4/2019	3	3 yrs
55	KALPANA PUNDIR	11/2/1973	EA	DDM	Delhi	8/28/2019	Till Date	2/10/1995	3	27 yrs
56	RAJ KUMAR	8/14/1975	EA	CRCL	Delhi	9/4/2019	Till Date	9/4/2019	3	3 yrs
57	KRISHAN KUMAR	6/25/1974	EA	DGGST	Delhi	9/4/2019	Till Date	9/4/2019	3	3 yrs
58	MADHU GUSAIN	7/15/1970	EA	DGEP	Delhi	8/30/2019	Till Date	8/30/2019	3	3 yrs
59	KRISHAN PAL SINGH	6/20/1971	EA	DGHRD	Delhi	9/11/2019	Till Date	9/11/2019	3	3 yrs
60	SUNDER LAL	8/2/1965	EA	DGHRD	Delhi	9/6/2019	Till Date	9/6/2019	3	3 yrs
61	MONIKA MALIK	7/31/1978	EA	DLA	Delhi	9/5/2019	Till Date	9/5/2019	3	3 yrs
62	SATENDER PAL SINGH	11/5/1969	EA	DG Audit	Delhi	1/1/2020	Till Date	9/10/2003	3	19 yrs
63	VINOD JOSHI	11/27/1977	EA	DGGST	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
64	SHASHI BHUSHAN SINGH	12/10/1973	EA	DGHRD	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
65	MANOJ TIWARI	10/10/1975	EA	DLA	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
66	NAVNEET KR. SHARMA	9/10/1976	EA	DGAP	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
67	ALOK TIWARI	9/4/1977	EA	DLA	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
68	AJAY SHARMA	12/1/1976	EA	DGEP	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
69	KAJAL CHAUHAN	9/26/1978	EA	CESTAT	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
70	DIPANWITA CHAKRABORTI MAITTI	1/1/1974	EA	DGHRD	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
71	SURAJ BHAN	3/20/1970	EA	DGHRD	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
72	VIJENDER KUMAR	4/16/1976	EA	DGAP	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs
73	YATIN ARORA	1/22/1981	EA	DGEP	Delhi	1/1/2020	Till Date	1/1/2020	3	3 yrs