



GOVERNMENT OF INDIA
OFFICE OF THE COMMISSIONER OF CUSTOMS, PATNA
C.R. Building, 5th Floor, Birchand Patel Path, Patna-800001

C. No. VIII (48) 05-27/Cus/Tech/Sevottam/2014/

Dated: 13 .04.2017

O R D E R

Dated: 13.04.2017

In partial modification of earlier order dated 08.07.2016 issued vide C. No. VIII (48) 05-27/Cus/Tech/Sevottam/2014/2020-39 dated 08.07.2016, following officers, who are already discharging function of receipt of DAK and Diary, will also carry out function of receipt of DAK and Diary under Sevottam with immediate effect. For this purpose they will work under the administrative control of Dy./Asst. Commissioner (Tech.), Customs (P) Hqrs., Patna, who in turn will report to Joint Commissioner (Tech.).

Sl. No.	Name	Designation
1.	Shri Ajay Kumar Srivastawa	Tax Assistant, Customs (P) Hqrs., Patna
2.	Shri Raj Kishore Singh	LDC, Customs (P) Hqrs., Patna

The functions of the above named officers, in brief shall be:-

1. To receive all the letters immediately and mark stamp of Sevottam along with diary No. and date on all letters of the public.
2. To acknowledge all letters of the public by the following working day.
3. To ensure that the letters are delivered to the concerned Branch of the Hqrs. office by the next working day.

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Joint Commissioner (Tech.)
Customs (P) Hqrs, Patna

C.No. As above/ *973-81*

Dated: 13.04.2017

Copy to:

1. The Chief Commissioner, Customs (P) Zone, Patna.
2. The Joint Commissioner (All), Customs (P) Hqrs., Patna for information.
3. The Asstt. Commissioner (All), Customs (P) Hqrs., Patna for information.
4. The Superintendent (Systems), Customs (P) Hqrs., Patna for uploading on the official website www.customspatnazone.bih.nic.in.
5. Shri Ajay Kumar Srivastawa, Tax Assistant, Customs (P) Hqrs., Patna for necessary action.
6. Shri Raj Kishore Singh, LDC, Customs (P) Hqrs., Patna for necessary action.
7. Notice Board.

dkumar
13/04/2017

Joint. Commissioner (Tech.)
Customs (P) Hqrs, Patna