

	<p>सीमा शुल्क के आयुक्त का कार्यालय  <b>OFFICE OF THE COMMISSIONER OF CUSTOMS</b>  जी. एस. टी. भवन, 41/ए ससून रोड, पुणे - 411001  <b>GST BHAVAN, 41/A, SASSOON ROAD, PUNE - 411001</b>  <b>Ph. No: 020-26051839, Fax No.: 020-26051849</b>  <b>(Customs Broker Section) e-mail: cha-cuspune@gov.in</b></p>
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**PUBLIC NOTICE NO. 11/2022-23, DATED : 24-01-2023**

**Sub: Examination for (G Card) Customs Brokers employees under Regulation 13 of Customs Broker Licensing Regulations, 2018 – Reg.**

All the Custom Brokers (CB) are hereby informed that the Category 'G' Card examination under Regulation 13 of the Custom Broker Licensing Regulations, 2018 will be held for their Directors/Partners and employees as per schedule given below:

Last Date of Receipt of Application Form	16 <sup>th</sup> February 2023 (Thursday) up to 17.00 hrs.
Date of Issuance of Admit Card.	01 <sup>th</sup> March 2023 (Wednesday)
Date of written Examination	15 <sup>th</sup> March 2023 (Wednesday) Time : 11.00 am to 02.00 pm.

**(A) Place of Examination :**

Place of examination will be in the premises of GST Bhawan, Pune-411001. The exact Venue will be intimated at the time of issuance of Admit Card.

**(B) Eligibility:**

**i.** Approved Employees of the Customs Broker who have passed **10 + 2 or equivalent** exam and having valid **Aadhar Card** are eligible to apply for the said examination.

**ii.** While sponsoring the names of the candidate for the G-Card examination, the concerned CBs are instructed to sponsor the names of only those employees who are eligible to take up the examination. The applications in the prescribed format appended to this Public Notice - (Annexure - A) may be submitted in the Sevottam Cell, 4<sup>th</sup> Floor, F wing, GST Bhavan, Customs Commissionerate, Pune - 411001 only, on all working days up to **16.02.2023 till 17.00 hrs.** The candidates are advised to fill in all required details without altering the Proforma for submitting the applications.

**iii.** After getting the applications of the eligible candidates as above, the list of such applicants may be submitted by the CB to this office in the following format:

Sl. No.	Name of the Employee/ Director/Partner	Date from which working with present CB	Education Qualification	No. of attempts already availed for Category 'G' Exam.	Year of last attempt.
1.					

**i v .** The declaration (appended as Annexure – B) need to be submitted by the Customs Broker as an employer and the employee along with the application.

**v .** After scrutiny of the applications, the Names and Roll Number of the eligible candidates, time, date and venue of the Written Examination will be displayed on the Notice board of the Commissioner of Customs, Pune. A Copy of the same will be sent to the CB Association, Pune and will also be displayed on the Website of Pune Customs. No separate intimation will be given to the individual applicants or the Customs Brokers. The CB Association shall ensure that eligible candidates and respective Customs Brokers are informed about date of examination, timing and other information as notified in this regard.

**(C) Details of Examination:**

**i .** The examination, tests the candidate's knowledge of Customs Act and procedure related to clearance of goods and baggage through Customs, and the topic of General Knowledge, English and Maths are to be included in the examination. The examination will be in one part.

Type of Examination	Duration	Maximum Marks	Qualifying Marks
Written Examination. (Both objective and subjective)	3 Hours	100	50

Those who qualify in written examination, will be issued a photo identity card in "Form-G".

**ii.** Each applicant would be permitted to avail of **maximum of four chances/attempts** to qualify in the written examination in his life time.

**iii .** If a person applies for the 'G' Card examination but does not appear in the written examination, it will not be counted as an attempt.

**(D)** Syllabus of the Examination shall be as per **Annexure-C** and instructions to candidates as per **Annexure-D**.

**(E) Examination Fee:**

- i. All the candidates who intend to appear for the said examination are directed to pay the **examination fee of Rs. 500/-** (Rupees Five Hundred only) by TR6 Challan in the Bank of Maharashtra, Pune under Major Head 00370035, Minor Head - V (Fees) and the candidates shall enclose one copy of TR6 challan with their application.
- ii. Fees once paid shall neither be refunded nor adjusted against any future examination, under any circumstances.

**(F) How to apply:**

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Duly filled in and signed applications Form as per enclosed Annexure – A should be submitted by the candidate along with following:

- a. One recent passport size photograph affixed on Annexure – A, signed by the candidate.
- b. Declarations Form should be filled in by the Employer and should also bear its seal and name clearly. (Annexure – B).
- c. Self-attested photo-copies of **10+2 passed** or equivalent examination.
- d. Three recent passport size photograph without specs. & hat in white background
- e. Copy of TR-6 Challan for Rs. 500/- as evidencing payment of examination fee.
- f. Self-attested copy of Aadhar Card.

**( G )** All the Customs Brokers are directed to ensure that the information given in respect of their candidates is true and correct. Any mis-declaration will be viewed seriously and suitable action will be initiated in accordance with law and candidates will be barred from writing the examination. The applications received from the eligible candidates may be submitted to this office in a single lot by the respective Customs Brokers, with a copy to the CB Association Pune.

#### **H) INVALID APPLICATIONS:**

**i** .Applications, which are **incomplete, not in the prescribed format OR received** after the last of date of submission i.e. **16.02.2023** will be summarily rejected without making correspondence in this regard.

**ii**. In case, declarations and information submitted by the applicant are found to be incorrect, the application shall be rejected.

**iii** Decision of the Commissioner of Customs, Pune on any matter related with examination shall be treated as final.

**(Yashodhan Wanage)**

**Commissioner**

#### **Copy to:-**

1. Chief Commissioner, Customs & CGST & Pune Zone
2. All Divisional Assistant/ Deputy Commissioner, Customs, Pune
3. Notice Board of Hqrs. & All Customs Stations, Pune
4. Commissionerate Website
5. CHA Association, Pune.

**ANNEXURE - A****APPLICATION TO APPEAR IN 'G' CATEGORY EXAMINATION TO BE CONDUCTED  
BY CUSTOM, PUNE ON 15th MARCH - 2023.**

Candidate's Self Attested Photograph
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To,

The Deputy/Assistant Commissioner (Customs Broker),  
Office of the Commissioner of Customs,  
GST Bhavan, 41/ A, Sassoon Road, Pune - 411 001.

Sir/Madam,

**Sub: Form "G" Examination (Written Examination) under  
Regulation 13 of CBLR 2018 - regarding.**

In response to the aforesaid Public Notice No. 11/2022-23, Shri / Smt.  
..... Employee of the Customs Broker M/s.....  
having CB Licence No. .... will appear for the examination under  
Regulation 13 of CBLR, 2018 to be held on **15<sup>th</sup> March 2023.**

1.	Name of the Candidate (in Bold Letters):	
2.	Name and Address of CB under whom applicant is working	
3.	Date from which working with present CB.	
4.	Residential address for correspondence.	
5.	Mobile/Telephone Number.	
6.	E-mail ID	
7.	Education Qualification (Enclose self-attested copy)	
8.	Aadhar Card Number (Enclose self-attested copy)	
9.	Details of earlier attempts, if any. Mention date of Written Examination. (Enclose copy of result)	<b>Earlier Written Test Appeared details.</b>
		1.
		2.
		3.
10.	TR6 Challan Number and date	

[Signature of the Candidate]

[Name of the Candidate]

Attested by me

[Signature of the Employer with Seal]

**ANNEXURE - B****DECLARATION**

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I/We \_\_\_\_\_ Partner/Director/  
Proprietor of M/s. \_\_\_\_\_ do hereby declare that  
I/We have gone through the contents of the Public Notice No.11/2022-23 dated 24-  
01-2023.

I/We certify that particulars given in the application form for 'G' Category  
Customs Pass examination are true to the best of my/our knowledge and belief. It is  
further certified that the above mentioned employee did not appear more than four  
chances of the examination under Regulation 13(5) of Customs Broker Licensing  
Regulation, 2018. If on scrutiny, it is found that any mis-declaration or false  
information is given, action will be initiated as per extant rule. I would have no  
objection if his/her **permission is cancelled** if he/she is caught in making any  
malpractice in the examination hall. Signature of my employee is duly attested by me.

[Full Signature of the Employer]

[Signature of Employee]

**ANNEXURE - C**

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**SYLLABUS FOR EXAMINATION UNDER REGULATION 13 OF  
CBLR, 2018**

<b>1. Objective Type Multiple Choice Questions.....</b>		<b>Total 50 Marks</b>
a.	Customs (Law Procedure) .....	20 Marks
b.	General Knowledge .....	10 Marks
c.	English .....	10 Marks

d. Maths ..... 10 Marks

**2. Descriptive Type Questions..... Total 50 Marks**

a. Customs (Law Procedure) ..... 40 Marks

b. English ..... 10 Marks

[Official / professional letter writing/Précis writing, etc.]

**Customs:-** Customs Act, 1962 – Definition, Chapter III, V, VI, VII, VIII, IX, X, XI, XIII, XIV, XVI and XVII with special emphasis on:

1. CBLR, 2018 and Section 146/146A of the Customs Act, 1962.
2. Provisions relating to transshipment.
3. Rules of interpretations for classification, basic structure of tariff.
4. Export Promotion Schemes under Exim Policy (Latest)
5. Valuation of Imported Goods.
6. Valuation of Exported Goods.
7. Procedure relating to refunds.
8. Procedure relating to re-import cases.
9. Procedure relating to re-export cases.

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**ANNEXURE - D**

**INSTRUCTIONS**

1. Candidate shall be admitted to the examination hall on production of the admit card and seat no. to be allotted on the day of examination after the verification of Identity by Invigilator/Supervisor.
2. Candidate shall not be allowed 15 minutes after the starting time of the examination.
3. Candidate shall not bring any article other than pen (black or blue) and Admit Card.
4. Candidate must attempt question in accordance with the directions laid down on the question paper.
5. Candidate shall not leave the examination hall without prior permission of the Invigilator / Supervisor.
6. Candidate after completing their answers should remain seated until their answer books are collected. He/She must not write or revise their answer after expiry of the allotted time.
7. Silence must be strictly observed in the examination hall.
8. Carrying Mobile phones, Smart Watch, calculator or any other scientific devices is strictly prohibited in the examination hall.
9. Any mal-practice in the examination hall should be strictly restricted. If found guilty, they will be barred from sitting for examination in future.
10. Candidate would not be allowed to leave the examination hall half an hour after the commencement of the examination hall and half an hour before the

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completion of the examination.

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