



सीमा शुल्क आयुक्त का कार्यालय
नं.1, विल्लियम्स रोड, तिरुच्चिरापल्लि – 620 001
OFFICE OF THE COMMISSIONER OF CUSTOMS
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C.No.II/39/14/2016 -Vig

Dated:21.03.2016.

VIGILANCE CIRCULAR NO.1/2016

Sub: Vigilance – Maintenance of Cash declaration register in Sensitive areas –reg.

With a view to tone up the administration from the vigilance angle and to combat corrupt practices, instructions have already been issued vide this office Vigilance Circular No.1/2011 dated 08.02.2011, 1/2013 dated 04.03.2013 and 1/2014 dated 17.06.2014, to ensure that officers of all ranks working in sensitive formations give a daily declaration of cash carried on their person in excess of Rs.5,000/- in prescribed register before they enter sensitive areas as per the directions contained in D.O.F.No.500/121/2009/1048 dated 08.03.2010 and F.No.V-539/02/2014/2425 dated 06.06.2014 of DG(Vig.), New Delhi.

2. In this regard, it has been observed that in spite of the above, the instructions are not being followed scrupulously by the officers and staff. Therefore, it is once again emphasized that officers and staff of all grades working in all formations should give the declaration of cash being carried by them in their possession in excess of Rs.5000/- before they enter into work place in the cash declaration register, kept and maintained in the following format:-

Sl.No.	Date	Name of the Officer	Cash possession	Purpose of keeping the cash	Signature of Declarant

3. It is to be noted that the supervisory officers and the Custodian of Register shall be held responsible in the event of non maintenance of cash declaration registers under their respective charges. Periodic checks may also be carried out by Supervisor Officers to ensure implementation of the above and a suitable note regarding the checks carried out shall be entered in the cash declaration register itself. Further, inspecting officers during inspections should verify this aspect and include this as a point in inspection report to be submitted to the Hqrs.

4. Surprise visits shall also be conducted by Senior Officers to verify the correctness of such declarations.

5. The above instructions should be followed in letter and spirit.


(K.C. JOHNY)
COMMISSIONER

To

All Offices under this Commissionerate as per Mailing List

Copy submitted to:- The Chief Commissioner of Customs (Preventive), Trichy.

Copy to Superintendent of Customs, IAD section for uploading in the Commissionerate website.