



भारत सरकार/ GOVERNMENT OF INDIA  
सीमा शुल्क प्रधान आयुक्त का कार्यालय (विमानपत्तन व हवाई माल परिसर )  
OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS (AIRPORT & A.C.C.)  
सीमा शुल्क सदन, 15/1 स्ट्रैंड रोड, कोलकाता-700001 (प. ब.)  
CUSTOM HOUSE, 15/1, STRAND ROAD, KOLKATA-700001(W.B)

Tel:-033-2243 5372

Fax No.:- 033-2210 5102

Email Id.:- [prcommr-apolcus@gov.in](mailto:prcommr-apolcus@gov.in)

## **PUBLIC NOTICE NO. 31/2021**

### **Sub: "G" Pass Examination under Regulation 13 of CBLR, 2018**

All the Customs House Agents/Customs Brokers (CB) of this Commissionerate are hereby informed that the "G" Pass Examination under Regulation 13(5) of Customs Brokers Licensing (Amendment) Regulations 2018 will be held as per schedule given below:

Last Date of Receipt of Completed Application Form	01.06.2021 till 04:00 PM
Date of Issuance of Admit Card	07.06.2021
Date of Written Examination	09.06.2021
Duration of Examination	02 (Two) Hours from 12 Noon to 02:00 PM
Date of Publication of Final Result of Written Examination (To be Displayed in the Notice Board and website, successful candidates would not be informed individually)	15.06.2021

**Place of Written Examination:** - Customs Recreation Club Hall, 15/1 Strand Road, Custom House, Kolkata-700 001.

### **Eligibility:-**

Employees of C.B., having a valid "H" Pass before the date of examination, will be eligible for the "G" Pass Examination. The "H" Pass holders with pending Police Verification Report will also be eligible for the above-mentioned examination, on the condition that even if they qualify the written examination, they will be eligible to get "**PVR PENDING**" "G" Pass, which would continue till the respective Police Verification Report is received by the C.B. Section from the Concerned District Magistrate/Commissioners of Police.

However, if any adverse report is received by the Department in the PVR Report, his/her "H"/" G" Pass will be treated as cancelled.

The minimum educational qualification of applicant shall be 10+2 pass or equivalent and must have the AADHAAR number & PAN No. issued to him/her.

**Details of the Examination: -**

This examination will consist of written examination carrying 100 Marks, Minimum qualifying marks will be 40 Marks. The written examination comprising both subjective (50 marks) and objective type questions (50 marks) shall be of two hours' duration. The said examination shall consist of questions aimed at ascertaining the adequacy of knowledge of such persons regarding the provisions of the Customs Act, Rules, Regulations and the procedures relating to clearance of goods and baggage through Customs.,

Each applicant would be permitted to avail of a maximum of four chances/ attempts from the date of first appearance for the written examination.

**How to apply: -**

- I. All the Customs House Agents holding regular C.B. License under regulation 9 of CHALR, 2004 read with regulation 10 of CHALR, 1984 as well as all the Customs Brokers holding regular C.B. License under regulation 6 of CBLR, 2013 as well as all the Customs Brokers holding regular C.B. License under Regulation 6 of CBLR, 2018 are hereby required to sponsor the names of their eligible Employees/Partners/Directors for the aforesaid Examination.
- II. The Application Form (as per Annexure-I) shall be filled up by the Candidates only in his/her own handwriting. The declaration part of the Application Form shall be filled up by the Partner/Director/Proprietor with his/her signature with name in Block Letters in brackets and with official seal, failing which the application shall be liable to be rejected.
- III. The Photographs of the employee affixed on the Application Form (Annexure-I) shall be duly signed by the candidates and attested by the CHA/CB.
- IV. Admit Card, in duplicate (as per Annexure-II) is to be filled in by the applicant. One recent stamp-size photograph, duly signed by the applicant, has to be affixed on the Admit Card.

**Examination Fees: -**

- I. Rs. 500/- (Rupees five hundred only) shall be deposited in the Accounts Department (1<sup>st</sup> Floor), Custom House, 15/1, Strand Road, Kolkata-700 001, through **FORM TR-6**.
- II. Fees, once paid, shall neither be refunded nor adjusted against any future examination under any circumstances.

**Documents to be attached with the application: -**

- I. One recent passport size photograph of the applicant, duly signed, shall be

affixed on the Application Form (Annexure-I) and duly attested by the CHA/CB and another two recent stamp size photographs of the applicant shall be pasted on the Admit Card in duplicate (Annexure-II). 02 (Two) more stamp size photographs shall be kept in a sealed envelope and enclosed with the application.

II. Self-attested photocopy (both sides) of "H" Pass card.

III. Self-attested photocopy of certificate / Mark sheet of qualification (Minimum 10+2 or equivalent).

IV. Original Money Receipt of deposit of Application Fees of Rs. 500/- (Rupees five hundred only) after payment in the Accounts Department.

**Invalid application: -**

Application without the aforesaid documents and not in accordance with this Public Notice shall be liable for rejection.

**Procedure for filling application: -**

Application, complete in all respects, shall be submitted to the Office of the Assistant Commissioner of Customs (Customs Broker Section), 2<sup>nd</sup> Floor, Custom House, 15/1, Strand Road, Kolkata -700001, within the last date notified in this Notice. Any application received after the notified date, by post or by messenger will not be taken into account for the examination. Decision of the Principal Commissioner of Customs (Airport & ACC) on any other matter related with the examination shall be regarded as final.

**(DEEP SHEKHAR)**

Principal Commissioner of Customs,  
Airport and ACC Commissionerate,  
Custom House, Kolkata.

**Copy To:-**

1. Computer Cell for circulating to the Chief Commissioner, the Principal Commissioner & All ADC, JC, DC, AC of Kolkata Customs Zone through E-Office.
2. The DC of Customs (EDI)- For uploading on the Kolkata Customs' website.
3. Correspondence Department.
4. SCH to Publish on Notice Board.

**(DEEP SHEKHAR)**

Principal Commissioner of Customs,  
Airport and ACC Commissionerate,  
Custom House, Kolkata.

## **ANNEXURE – I**

### APPLICATION FORM FOR "G" PASS EXAMINATION

To,  
The Asstt. Commissioner of Customs (Customs Broker Section),  
Office of the Principal Commissioner of Customs,  
15/1, Strand Road, Custom House, Kolkata.

Paste here recent  
passport size  
photograph signed by  
the candidate and duly  
attested by the CHA/CB  
(Do Not Stsaple)

Sir,

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

In response to the aforesaid Public Notice No. \_\_\_\_\_  
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 \_\_\_\_\_ 2021.

I.	Name of the Candidate ( in Bold Letters)	
II.	Name of the Address of CB Under whom applicant is working	
III.	Valid 'H' Card Number (enclose self attested copy)	
IV.	Date from which working with present CB.	
V.	AADHAAR NO. (enclose self attested copy)	
VI.	Email ID	
VII.	Mobile No./ Telephone No.	
VIII.	Educational Qualification enclose self attested copy	
IX.	Details of Earlier Attempts, if any	

[Signature of the Candidate]

Attested by me

(Signature of the Employer with seal)

## DECLARATION

I/We \_\_\_\_\_ Partner/Director/Proprietor  
of M/s. \_\_\_\_\_ do hereby declare that I/We have gone through  
the contents of the Public Notice No. \_\_\_\_\_ /2021, dated ...../..... /2021.

I/We certify that particulars given in the application form for "G" Pass Exam, are true to the best of my/our knowledge and belief. It is further certified that the above-mentioned employee did not appear/herself more than 04 (Four) chances of the examination under Regulation 13(5) of CBLR, 2018 read with 17(3) of Customs Brokers Licensing (Amendment) Regulations, 2013, read with 19(3) of Customs House Agents Licensing Regulations, 2004/ Regulation 20 of CHALR, 1984. 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 even if his/her "H" Pass 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 the employee)

Name of the Employer (in block letters):

Email of Candidate :

Date :

Address of the Employers :

Official Seal of the C.B./CHA :

## Annexure-II



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**CUSTOM HOUSE, 15/1, STRAND ROAD, KOLKATA-700001(W.B)**

### ADMIT CARD (OFFICE COPY) OF "G" PASS EXAMINATION UNDER REGULATION 13(5) OF CBLR-2018

ROLL/No: KOL/CUS/ "G" PASS EXAM/JUNE,2021/.....  
Date of Written Examination: 09.06.2021  
Time of Examination: 12:00 Hrs.  
Reporting time to A.C./D.C. (CB Section) for verification of original "H" Pass : 11:00 AM  
Place of Exam: Custom House, 15/1, Strand Road, Kolkata- 700001.

PASTE (ONE)  
STAMP SIZE  
PHOTOGRAPH  
ATTESTED BY THE  
EMPLOYER (DO  
NOT STAPLE)

#### TO BE FILLED BY THE CANDIDATE

Name of the Candidate (in block letters):  
Name of the employer with office address:

"H" Pass No. & its validity :  
Received original Admit Card

\_\_\_\_\_  
(Signature of the Applicant)  
(Please see instructions overleaf)

Assistant Commissioner of Customs(CBS)  
Custom House: Kolkata.



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#### TO BE FILLED BY THE CANDIDATE

Name of the Candidate (in block letters):  
Name of the employer with office address:

"H" Pass No. & its validity :  
Received original Admit Card

\_\_\_\_\_  
(Signature of the Applicant)  
(Please see instructions overleaf)

Assistant Commissioner of Customs(CBS)  
Custom House: Kolkata.

Instructions should be printed on back leaf of Admit Card.

**INSTRUCTIONS**

1. Candidate will be allowed to Enter the Examination Hall on production of this Admit Card and Seat No. to be allotted on the day of examination after verification of Original "H" Pass by A.C. (CBS).
2. Candidate will not be allowed 10 minutes after the starting time of the examination.
3. Candidate shall not bring any article other than pen (black or blue) & Original "H" Pass.
4. Candidate must attempt question in accordance with the direction laid down on the question paper.
5. Candidate should 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, calculator** or any other **electronic devices** is strictly prohibited in the Examination Hall.
9. Any mal-practice in the examination hall should be strictly restricted. If found guilty, then their "H" Pass may be even cancelled by A.C. (CBS).
10. Candidates would not be allowed to leave the examination hall half an hour after the commencement of the examination and half an hour before the completion of examinations.

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