

सीमाशुल्क आयुक्त (जनरल)का कार्यालय,सीमाशुल्क मुंबई जोन II  
OFFICE OF THE COMMISSIONER OF CUSTOMS (GEN.), MUMBAI CUSTOMS ZONE II,  
जवाहरलाल नेहरू सीमाशुल्क भवन, नहावा शेवा, तालूका : उरण, जिला: रायगड, महाराष्ट्र 707 400 -  
JAWAHAR LAL NEHRU CUSTOM HOUSE, NHAVA-SHEVA, TAL-URAN, DIST.-RAIGAD,  
MAHARASHTRA - 400 707

F.No. S/5-Gen-03/2020-21/P&E/JNCH

Date: 30.06.2020

**CIRCULAR**

**Subject: Implementation of E-Office in CBIC**


All the employees working under NS-G Commissionerate are hereby directed to login into their Official Government Email ID(email.gov.in) and verify that they have received the confirmation of creation of WebVPN Account on their official government email address & Mobile No.

2. **In case of Non creation of WebVPN Account or non-receipt of any such message/Email** they are directed to submit the details in prescribed format given below and send it by Email to Shri Ankit Goel, EMD Manager for NS-G ([ankitg.c081603@gov.in](mailto:ankitg.c081603@gov.in) / 9899220643) within 2 days for smooth implementation of E-Office.

| Name of Officer | Designation | Section posted to (NS-G) | Mobile No | Email Id (Gov.in) | DOB( Date of Birth) | DOJ(Date of Joining the Department) | PFMS ID(Refer to Salary Slip) | Reporting officer with their designation |
|-----------------|-------------|--------------------------|-----------|-------------------|---------------------|-------------------------------------|-------------------------------|------------------------------------------|
|                 |             |                          |           |                   |                     |                                     |                               |                                          |

3. Officers which have been transferred from NS-G to other commissionerates and has not submitted their details are also required and directed to submit the details in prescribed format as per their respective section in which they were posted before issue of transfer order.

This issues with the approval of Additional Commissioner of Customs(G).

  
Asst. Commissioner of Customs,  
P & E/JNCH  
नरेंद्र सु. राने  
Narendra T. Rane