



**OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS**  
**CUSTOMS HOUSE:: PORT AREA :: VISAKHAPATNAM- 35**  
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F.NO.S17/04/2014- Estt

Dated: 22.09.2016

**CIRCULAR**

Sub: Implementation of Sevottam -Reg.

With reference to the above subject, it is to state that second Sevottam Internal Audit has been conducted by a Committee of Sevottam Internal Audit from 08.08.2016 to 12.08.2016 and submitted a report of even no dt 14.09.2016. In the report, the Committee of Sevottam Internal Audit has stated that many officers have not understood the basic concept of Sevottam and were not aware of Sevottam procedures. And the Principal Commissioner directed to conduct a training programme to sensitize the officers regarding the implementation of Sevottam and to discuss the findings of the Sevottam Internal Audit in the meeting.

In view of the above, it is proposed to conduct the Sevottam meeting on **26.09.2016 at 1500 hrs in the HRD Hall, 4<sup>th</sup> floor, Custom House.** Therefore, all the Section Heads are requested to attend the meeting along with the officers under their charge.

(J.M.KISHORE)

Deputy Commissioner (Sevottam).

Copy to,

1. PA to Principal Commissioner of Customs
2. PA to Additional Commissioner of Customs
3. All Section Heads
4. Supdt (EDI) -with a request to upload on the website of Custom House,  
Vizag
5. Notice Board