



सीमा शुल्क प्रधान आयुक्त का कार्यालय  
OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS  
सीमा शुल्क सदन :: पत्तन क्षेत्र :: विशाखापटनम & 530 035  
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F.No: S17/05/2018-Estt

Date/दिनांक: .12.2018.

**CIRCULAR**

Sub: Aadhar Enabled Biometric Attendance Report (AEBAS) for the month of  
**November , 2018** - Reg.

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Please find enclosed a copy of Aadhar Enabled Biometric Attendance Report (AEBAS) for the month of **November, 2018** (Report sent to individual E-Mail of AC/DCs & Uploaded in Custom House, Visakhapatnam Website).

The **AEBAS Attendance Register** for the Month of **November, 2018** is scanned and Uploaded in Custom House, Visakhapatnam Website.

In this regard, please refer to the Note issued in F.No : S20/25/2017 -CIU Dt 27.04.2017 and circulated among All AC/DCs (Enclosed as Annexure -A). Henceforth, the Section Heads should submit the attendance details of all the officers working under their charge to the controlling officers in the existing format (Enclosed as Annexure - B). The Controlling officers should analyse the attendance details submitted by the respective Section Heads and submit a Compliance Report in the new format enclosed with Note issued in F.No : S20/25/2017 -CIU Dt 27.04.2017 by **15.12.2018** (Enclosed as Annexure -C), as per the provisions of **Office Memorandum dated 14.02.2017**.

Encl:

1. Annexure A - Note issued in F.No: S20/25/2017 -CIU Dt 27.04.2017.
2. Annexure B - Format of the Report to be Submitted by the Section Heads to the concerned AC/DCs.
3. Annexure C- Format of the Report to be submitted by the concerned AC/DCs

(P. MADHUREE)

ASSISTANT COMMISSIONER (Estt.)

To

- P.A to Commissioner
- P.A to Addl. Commissioner
- All D.Cs / A.Cs
- Supdt. (E.D.I) - with a request to upload on Custom House, Visakhapatnam Website.
- Supdt.(C.I.U)