



सीमा शुल्क प्रधान आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS
सीमा शुल्क सदन :: पत्तन क्षेत्र :: विशाखापटनम & 530 035
CUSTOM HOUSE :: PORT AREA :: VISAKHAPATNAM - 530035
फोन- (0891) 2564552 फ़ैक्स - (0891) 2562613
PHONE :: (0891) 2564552 :: FAX :: (0891) 2562613

F.No: S17/05/2018-Estt

Date/दिनांक: 03 .01.2019.

CIRCULAR

Sub: Aadhar Enabled Biometric Attendance Report (AEBAS) for the month of
December , 2018 – Reg.

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

The **AEBAS Attendance Register** for the Month of **December, 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 **15.01.2019** (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)

DEPUTY 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)