



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: S17/07/2016-Estt

Date/दिनांक: 05.02.2018.

CIRCULAR

Sub: Aadhaar Enabled Biometric Attendance Report (AEBAS) for the month of
January - 2018 - Reg.

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

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

The Section Heads should submit the attendance details of all the officers working under their charge to the controlling officers in the prescribed format (Enclosed as Annexure - A). The Controlling officers should analyse the attendance details submitted by the respective Section Heads and submit a Compliance Report to the Additional Commissioner of Customs by **15.02.2018** (Enclosed as Annexure -B), as per the provisions of **Office Memorandum dated 14.02.2017**.

(SUDHAKAR MISHRA)
ADDITIONAL COMMISSIONER OF CUSTOMS

Encl:

1. Annexure A - Format of the Report to be Submitted by the Section Heads to the Concerned AC/DCs.
2. Annexure B- Format of the Report to be submitted by the concerned AC/DCs

To

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