



सीमा शुल्क प्रधान आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS
सीमा शुल्क गृह, पत्तन क्षेत्र : विशाखापट्टनम-३५
CUSTOM HOUSE :: PORT AREA :: VISAKHAPATNAM - 530035

फ़ा. सं/फ. No :S9/04/2017-Estt

दिनांक: 03.2019

परिपत्र/CIRCULAR

विषय/Subject: Implementation of e-office Lite (SPARROW) and PIMS for CBIC employees- issuance of instruction for the Officers and Staff - reg.

Attention of all the Officers and Staff is invited to the decision of the Board for implementation of e-office Lite (SPARROW) for all Group 'B' and 'C' officers posted at all formations under CBIC from APAR year 2018-19. Accordingly, as per the direction of the Board, details of all the Group 'B' and 'C' Officers were forwarded to the DGHRD for creation of Email ID at the NIC domain.

As per the data available on the DGHRD's website, it is seen that all the officers of Custom House, Visakhapatnam have been allotted NIC Email IDs and the said IDs and One Time Passwords have been forwarded to their registered Mobile Number.

In this connection, all the officers and staff are requested to log in their respective email IDs by visiting the NIC mail website @ <https://mail.gov.in/> and update their details in the window prompted immediately after first log in. The officers may enter their ID card No against the Employee's Code Column. Keeping in view the decision of the Board for implementation of the e-office Lite (SPARROW) for all Officers from APAR year 2018-19 onwards, the availability and access of the NIC mail ID is the first and foremost condition. Hence all the officers and Staff are requested to ensure that they have been allotted NIC email ID and that the same is accessible to them.

Difficulties, if any, in this regard may be brought to the notice of Establishment Section latest by 25.03.2019 so that necessary action may be initiated immediately by the department.

P. Madhuree 13/3

(पी. माधुरी/ P. MADHUREE)

Deputy Commissioner of Customs (Estt)

To

All Group 'B' & 'C' officers

Supdt (EDI) - for placing on website.