

F. No. 23(1)/CESTAT/RR-AMENDMENT/ADMN.2018-Part II
Customs, Excise And Service Tax Appellate Tribunal
West Block – 2, R.K. Puram, New Delhi 110066

Dated: 3.4.2025

CIRCULAR

The Ministry of Finance by O.M. dated 1.4.2025 has initiated the process of amendment in the recruitment rules for the post of Stenographer Grade II in CESTAT.

Copy of the draft notification of recruitment rules of Stenographer Grade II has been uploaded on the website cestat.gov.in. All stakeholders are requested to go through the draft Recruitment rules and furnish their comments, if any, within a period of 30 days from the date of its uploading on the website. In case, no comments are received on date, the Department will proceed further for taking necessary action for amendment of aforementioned draft Recruitment Rules.

The Deputy Registrar/Assistant Registrars of the concerned bench are requested to circulate this among the stakeholders of the respective bench and forward the comments, if any, received to the Headquarters.

May 2
3/4/25
(Monika Devi)
Technical Officer

To

1. Deputy Registrars/Assistant Registrars, CESTAT, Delhi and outlying benches.

MINISTRY OF FINANCE

(Department of Revenue)

New Delhi, the April 2025

G.S.R.....- In exercise of the powers conferred by the Proviso to Article 309 of the Constitution and in supersession of the Customs, Excise and Gold (Control) Appellate Tribunal (Group 'B' and Group 'C' Posts) Recruitment Rules, 1986, in so far as they relate to the post of Stenographer Gr. III, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Steno Gr. II in the Customs Excise and Service Tax Appellate Tribunal (CESTAT) under the Department of Revenue, Ministry of Finance:-

1 . **Short title and commencement.** – (1) These rules may be called the Customs, Excise and Service Tax Appellate Tribunal, Group 'B' and Group 'C' Posts Recruitment Rules, 2024.

(2) They shall come into force on the date of their publication in the Official Gazette.

2 . **Number of post, classification, Level, pay band and grade pay or pay scale.** – The number of post, its classification attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3 . **Method of recruitment, age-limit, qualifications, etc** – The method of recruitment, age-limit, qualification and other matters relating thereto shall be as specified in columns (5) to (13) of the said Schedule.

4. **Disqualification**—No person,

(a) who has entered into or contracted a marriage with a person already having a spouse living, or

(b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said posts.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5 . **Power to relax** – Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6 . **Saving** – Nothing in these rules shall affect reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-Service men and other special categories of persons including Other Backward Classes and economically weaker section in accordance with the orders issued by the Central Government from time to time in this regard.

Annexure-I

Name of the post	No. of Post	Classification	Level in the Pay Matrix	Whether Selection post or non-selection post	Age limit for direct recruits
1	2	3	4	5	6
STENOGRAPHER GRADE - II	13* (2024) *Subject to variation depending on workload	General Central Service Group 'C' Non-Gazetted, Ministerial	Level - 4	Not Applicable	18-27 years (Relaxable for Govt. servants upto 40 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be as advertised by Staff Selection Commission.

Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of Recruitment, whether by direct recruitment or by promotion or deputation/absorption and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made

7	8	9	10	11
<p>i. 12th class pass or equivalent from a recognized board or university;</p> <p>ii. Skill test norms Dictation:10 mts @80 w.p.m. (English only) Transcription: 50 mts. (Eng.) on computer</p> <p>Note: Qualifications are relaxable at the discretion of the SSC in case of candidates who are otherwise well qualified.</p>	Not Applicable	2 years Note1: Mandatory induction training of at least two weeks duration conducted by ISTM/any Government Institution for successful completion of probation	By direct recruitment through Staff Selection Commission Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation from the officials of the central Government holding analogous post or regular basis and possessing the qualification prescribed for direct recruits at Col 7".	Not applicable

If a Departmental Promotion Committee exists, what is its composition	Circumstances in which the Union Public Service Commission is to be consulted in making recruitment
12	13
<p>GROUP 'C' DEPARTMENT CONFIRMATION COMMITTEE</p> <p>(i) Any Member of Customs, Excise and Service Tax Appellate Tribunal nominate by the President, CESTAT – CHAIRMAN</p> <p>(ii) Registrar, Customs Excise and Service Tax Appellate Tribunal – MEMBER</p> <p>(iii) Deputy Secretary /Director (Hq.), Ministry of Finance, Department of Revenue</p>	Not Applicable