



Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Indirect Taxes & Customs  
Directorate General of Human Resource Development  
409/8, Deep Shikha, Rajendra Place,  
New Delhi – 110008

F. No. 8/B /64/HRD (HRM-II) / 2017

Dated: 19 .07.2018

To,

**All Principal Chief Commissioners/Chief Commissioners (GST)(All CCA)  
All Principal Chief Commissioners /Chief Commissioners (Customs)(All CCA)  
The Director General, Directorate (All CCA)**

Sir/Madam,

**Sub: Online system of tracking of scheduled timelines with respect to various DPCs to be held by CCAs- reg.**

Please refer to above mentioned subject. In this regard, it is stated that an **Online system of tracking of scheduled timelines with respect to various DPCs to be held by CCAs**, has been initiated by this office, which can be accessed by all the CCAs through DGHRD website i.e. [www.dghrdcbec.gov.in](http://www.dghrdcbec.gov.in) after logging into “CCA DPC Module”.

2. **The Usernames and passwords for the CCAs shall remain same as are being used presently by all the CCAs**, at the time of submitting various reports to HRM-II, DGHRD for logging into “Online Module of Upload Reports” on DGHRD website. **(See Note Below)**

3. All the CCAs are requested to fill dates as required in the Module and upload relevant correspondence and submit the same to DGHRD online after logging into the “CCA DPC Module” as available on DGHRD website. The quick link is <http://www.dghrdcbec.gov.in/dghrdreports/index.asp>.

4. The Module, being a monitoring tool for adherence to the scheduled timelines of the steps involved in various DPCs by all CCAs, shall not only enable DGHRD to keep track of the timelines, but shall also facilitate the CCAs to adhere to the timelines as fixed by DoPT. The time chart for the calendar year 2019 is attached as Annexure-A.

5. Therefore, you are requested to regularly login into the “CCA DPC Module”, available on the website of DGHRD using usernames and passwords as mentioned in para 2 above and fill

in the required details regularly with respect to the dates and correspondences involved in various DPCs.

6. This issues with approval of the Director General (HRD).

Encl:- As above

Yours sincerely,

  
(Vivek)

**Joint Director  
DGHRD (HRM-II)**

**Note:-**

**Submission of above data through online mode-**

- a) Open the website [www.dghrdcbec.gov.in](http://www.dghrdcbec.gov.in)
- b) Click on "**CCA DPC module**" icon that is on right side of the screen.
- c) Type user name and password as provided to all the field formations vide this office letter No.8/B/64/HRD (HRM-II)/2017 dated 28.07.2017 (in case the username and password is misplaced, contact on 011-25815870).
- d) Login to online module and submit the above data.

## Annexure-A

### Timeline chart

(Illustration for the year 2019)

<b>S. No.</b>	<b>Events</b>	<b>Timeline</b>
1.	Vacancy year	2019
2.	Crucial date for determining eligibility	01 January, 2019
3.	Compilation of ACRs/ Integrity Certificates/ Vigilance clearance/ Seniority List/ Penalty and Vacancy position etc., and forwarding DPC proposal	January-April, 2018
4.	Last date for sending complete proposal along with relevant Recruitment/ Service rules to the DPC. (Effort should be made to send the proposal to the DPC as soon as possible without waiting for the last date)	30 April 2018
5.	DPC to be held	May – October, 2018
6.	On receipt of DPC minutes, post-DPC follow up action (including approval of the competent Authority)	November-December, 2018
7.	Last date for getting ready the approved select panel	31 December, 2018