



माल एवं सेवाकर (जी.एस.टी.) के आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER OF GOODS & SERVICE TAX (GST)

एन-5, टाऊन सेंटर, सिडको, औरंगाबाद - 431003

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ESTABLISHMENT ORDER NO. 13/2018

(Centralized Order No. DGHRD/ADC-JC/21/2018)

Consequent upon functioning of solar power project in the office of GST A'bad and in slight modification of earlier order no.13/18 dt.24.08.2018, following work distribution between ADC and JCs is ordered with immediate effect and further orders.

Sl. No.	Empl. Code	Name of the Officer (S/Shri.)	Charges allotted
1.	840	Virendra Kumar Agrawal, Additional Commissioner	Hdqrs. Review, Legal, DRT & Settlement Commission matters, TRC, SEVOTTAM, RTI Appellate Authority & Hindi Section
2.	3054	Ashok Kumar, Joint Commissioner	All work relating to GST & GSTN implementation, Computer/Systems Section, Hdqrs. Preventive, Parliament Questions, Supervision of GST Division Aurangabad Rural, GST Division Jalna, Hdqrs. Technical, Hdqrs. L&B & Hdqrs. Adjudication of J.C.'s competency of Jalna & Aurangabad Rural Division, Anti-profiteering actions
3.	3751	S.B. Deshmukh, Joint Commissioner	P&V, GST Hdqrs. Audit(CERA + Pre & Post Audit), Data Management Section(S&I), Supervision of GST Division Aurangabad Urban & GST Division Nanded and their adjudication falling under competency of J.C. and supervision and maintainance of solar power project operations

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2. In addition to the above charges, the above senior Officers shall also be responsible for following works, related to their supervisory divisions and their respective Range level works:

- i) Compliance, monitoring and ensure compliance within permissible time limit, of CCO's letter C.No. IV(16)30-09/GST-2017 dated 11-07-2018 on issue of TRAN-1 verification by using methodology prescribed the guidance note of the Chairman's D.O.F.No.267/8/2018-CX-8 dated 14-03-2018, in prescribed phase manner.
- ii) Compliance monitoring and ensure recovery of consequent GST of top GSTR-3B non-filer in comparison with correspondence GSTR-1, in terms of CCO's letter C.No. IV (16)30-10/GST-2018 dated 08-07-2018.
- iii) Compliance monitoring of progress in realization of recoverable arrears as per target set out by D.O. letter of Principal Chief Commissioner, F.No. IV(16)30-01/Arrears/CCO-NZ/2018-19 dated 21-05-2018. This includes compliance monitoring and preparation of at least 50 cases for write off in each Division.
- iv) Compliance monitoring of disposal of review and correction cases of erstwhile returns, hanged in the ACES system, in terms of Principal Chief Commissioner Letter, F.No. III (16-15)/CCO-NZ/2016/14829 dated 31-08-2018.
- v) Compliance monitoring of verification of third party information, out of such cases which are specifically allotted to Divisions in terms of CCO's Letter F.No. IV(16)30-09/arrears/CCO-NZ/2018/9433 dated 04-05-2018.
- vi) Compliance verification of ITC, in terms of CCO's letter F.No. IV(16)30-23/GST/2018/11849 dated 06-07-2018. Compliance monitoring of various refund claims particularly of ITC and GST, within prescribed time limit including timely follow up action of inadmissible refund claims. In the manner and time limit including cumulative reporting of processing or sanctioned refund claims submitted in form RFD-01A in prescribed proforma in Annexure-A
- vii) Identifying of stayed cases for filing early hearing application in terms of letter of Commissioner (DLA) F.No. 1080/42/DLA/SC/2018 dated 17-08-2018.
- viii) Compliance monitoring of liquidation of pendency of adjudication cases as per D.O. letter of Principal Chief Commissioner, F.No. IV(16)30-41/Tech/CCO-NZ/2018 dated 04-09-2018 in respect of C.Ex. legacy cases. Compliance monitoring of liquidation of pendency of adjudication cases as per D.O. letter of Principal Chief Commissioner, F.No. I (19)49/C.Ex-Adj./PCCO/NZ/2018 dated 04-09-2018 in respect of S.Tax legacy cases.
- ix) Identifying suitable cases recovery of arrears of revenue for making recovery of making confidential request by following prescribed protocol through nodal officer Shri. Sanjay Rathi, Commissioner, CGST & CX., Nagpur-II to making request for FIU-IND database search as informed in the Letter C.No. DGPM(TAR)/1037/FIU-MISC/30/2018 dated 10-08-2018 (Confidential Letter).

- x) Compliance monitoring and follow up actions of CERA objections in terms of Board Circular 1023/11/2016-CX dated 08-04-2016 issued from F.No. 206/02/2010-CX-6.
- xi) Respective ADC/JC will conduct monthly meeting of all Divisional DC/AC & Range Superintendents under their charge and review the case wise and file wise progress and also ascertain any difficulties or hardship faced by Division or Range officers.
- xii) Respective ADC/JC in charge of Division will closely monitor and ensure all the issues of GSTN i.e. hardware/networking, speed, UPS arrangements, mapping of newly promoted officers and also newly promoted and joined officer in the Division or Ranges. Since, GSTN is continuously adding new functionalities to the system, they will take the necessary steps that Division and Range level officers are familiar, trained (normally GSTN organizes webinar when any new functionality introduced) and using such newly added functionality in their day to day working.
- xiii) Cancellation of GSTN registration number is a major issue in this Commissionerate. Therefore, respective ADC/JC will closely monitor and supervise the progress of cancellation of GSTN number and deserving appropriate cases.
- xiv) They will closely monitor the progress and disposal of comparison work of GSTR-3B, ITC claim and admissible credit as per GSTR-2A based on GSTN returns of suppliers, where difference is more than Rs. 25 Lakhs and ensure that Division and Range offices take the correct follow up action as prescribed in the letter of Principal Chief Commissioner, Nagpur C.No.IV(16)/30-56/GST/2018 dated 20-08-2018.
- xv) They will monitor the progress and disposal of work of comparison of liability declared in form GSTR-1 and actually paid in GSTR-3B by the taxpayer and ensure that there is a compliance of PCCO Nagpur letter C.No.IV(16)/30-19/GST/2018 dated 07-06-2018 and future letters that may be received from PCCO, since this is continuously monitored issue and number of taxpayers are identified Commissionerate wise and communicated to them for information and necessary action.
- xvi) Ensuring ISD credit verification of CGST taxpayers falling under Division, as prescribed by PCCO vide letter F.No.IV(16)30-23/GST/2018/11849 dated 06-07-2018.
- xvii) Monitoring the progress and compliance of authorized carry forward need and distribution of CENVAT Credit as ITC Credit in TRAN-1 by ISD (in post GST scenario as stated in PCCO's letter F.No.IV(16)/30-23/GST/2018 dated 16-07-2018 enclosing the letter of DG(Audit) New Delhi, F.No.381/048/2018 dated 04-07-2018.
- xviii) Monitoring the monthly GST revenue performance vis-à-vis GST target allotted to Division.

- xix) Monitoring and compliance intrusive enforcement activities, as per Member (GST) letter dated 01-06-2018 based on 5 sets of data.
- xx) Monitoring and supervision of detection of anti profiteering cases in Division or Range while processing the data submitted by the assessee.
- xxi) Compliance of Zonal Action Plan drawn by Chief Commissioner, Nagpur Zone for financial year 2018-19 and its regular monitoring.


Sd/-

(Shrikant Patil)
Commissioner

F.No. II/3-10/Estt/2018

Aurangabad, the 10.10.2018

- Copy to :-
- 1) The Principal Chief Commissioner, CGST & Central Excise, Nagpur Zone, Nagpur.
 - 2) The Additional Director(DATA BANK) HRM-II Wing, DGHRD (CBEC), New Delhi.
 - 3) All Addl./Jt. Commissioners, Goods & Service Tax, Aurangabad
 - 4) All Dy./Assistant Commissioners, Goods & Service Tax, Aurangabad Hdqrs. / Dns.
 - 5) P.A. to Commr./CAO/Supdt.(Vig.)/Confid./Computer/Hindi/Master File/HS
 - 6) The officers concerned.



(Shrikant Patil)
Commissioner