

कार्यालय आयुक्त / OFFICE OF THE COMMISSIONER  
केन्द्रीय कर, गाजियाबाद / CENTRAL GST COMMISSIONERATE, GHAZIABAD  
सी.जी.ओ.कॉम्प्लेक्स-II, कमलानेहरूनगर, गाजियाबाद (उ. प्र.) - 201002  
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ट्रेड नोटिस नं०: 02 /तकनीकी/गा०बाद/2020

Trade Notice No: 02/Tech/GZB/2020

दिनांक - 13/08/2020

Dated : 13/08/2020

Sub: Launch of e-Office in Office of the Commissioner, Central GST  
Commissionerate Ghaziabad CGO Complex-II, Kamla Nehru Nagar, Ghaziabad

This is for information of all taxpayers that eOffice, an application developed by the National Informatics Centre under the Ministry of Electronics and Information Technology, Govt. of India, to carry out office work electronically, has been launched in Office of the Commissioner, Central GST Commissionerate Ghaziabad. The application is designed to establish a paperless environment in Government offices, increase efficiency, transparency, effectiveness, employee convenience and accountability and to give better services to the taxpayers.

2. It is expected that adoption of e-Office to carry out office work will bring in its wake an attitudinal shift and awareness and usher in more efficient, effective and transparent inter and intra government transactions. The process will benefit the public in terms of enhanced transparency, increased accountability, assured data security and integrity and is also expected to be a huge transformation in work culture and ethics within the department.
3. With launch of e-Office, taxpayers are encouraged to utilize electronic means of communication with the Department. In this regard, it may be noted that since e-Office application requires pdf files, it would be convenient if communications / letters sent to the Department by electronic means are in pdf format, better still if they are in searchable mode, for faster processing by the Commissionerate.
4. Taxpayers are also encouraged to mention their mobile number and email in their communications to facilitate immediate acknowledgement by mail and SMS through the application. They will receive the Diary Number allotted to their communications, which can be used as a reference by them while communicating with the Department in future.
5. All Members of Trade and Industry Associations, Member of Regional Advisory Committee, Chambers of Commerce and Jewelers Association, Vyapaar Mandal and field

formation under the jurisdiction of the Commissionerate are requested to bring the contents of Trade Notice to the knowledge of all taxpayers registered/operating under the jurisdiction of the Central GST Commissionerate, Ghaziabad.

  
(Yogesh Kumar Agarwal)  
Commissioner  
CGST Commissionerate,  
Ghaziabad.

To:

The members of RAC, Trade & Manufacture Associations/ Chambers of Commerce and Jewelers Association, Vyapaar Mandal in the jurisdiction of the Central GST Commissionerate, Ghaziabad.

पत्रांक सं. वी.(30)तक./गा.बाद/TN/03/2018-19/

दिनांक:-

C.No. V(30)Tech./Gzb/03/2018-19/ 1471 (SL)

Dated:- 13/08/2020

प्रतिलिपि :-

1. The Chief Commissioner, Customs & Central GST, Meerut Zone, Meerut.
2. The Principal Commissioner/Commissioner, Customs Commissionerate Noida, ICD Dadri, Tilpatta, Greater Noida.
3. The Principal Commissioner/Commissioner, Central GST: Noida, Gautambudh Nagar, Meerut, Dehradun, Audit Meerut, Audit Noida (At Ghaziabad).
4. P.A. to Commissioner, Central GST, Ghaziabad.
5. The Additional Commissioner, Central GST, Ghaziabad.
6. The Joint Commissioner, Central GST, Ghaziabad.
7. The Deputy/Assistant Commissioner, Central GST, Division-I/II/III/IV/V/VI/VII, Ghaziabad.
8. The Superintendent – System, Central GST, Ghaziabad for posting the Trade Notice on the official website of the Commissionerate.
9. All members of R.A.C. and representative of Trade & Manufacture Associations/ Chambers of Commerce and Jewelers Association, Vyapaar Mandal .
10. Notice Board.

  
Assistant Commissioner(Technical)  
CGST Commissionerate,  
Ghaziabad.