



कार्यालय आयुक्त

Office of the Commissioner

केंद्रीय उत्पाद शुल्क, माल और सेवा कर आयुक्तालय, जालंधर

Central Excise & GST Commissionerate, Jalandhar

केंद्रीय जीएसटी, केंद्रीय राजस्व भवन, मॉडल टाउन सड़क, जालंधर-144001

Central GST, C.R. Building, Model Town Road, Jalandhar-144001

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.10.2021

स्थापना आदेश सं : 10/2021-22**Establishment Order No.10/2021-22**

In partial modification to the Establishment Order No. 04 dated 11.12.2020 issued by this Commissionerate, the following work allocation in the grade of Administrative officer is hereby ordered with immediate effect and until further orders:

Sr. No.	Name of the Officer (Sh./Smt.)	Charges allocated to
1	Seema Rawat	Building Rent, Motor Vehicles, ID Card, Work related to Casual Labour, Biometric, Advertisement & Publicity, Electricity, Telephone, Internet and its installation, Newspaper, Motor Vehicle, BNPL & Stamps, Water charges and other related work.
2	Biranchi Saw	Salary and its related allowances, Income Tax, Leave, Pension & Revision of Pension of all Staff and Related Reports, GPF Withdrawal/ Advance, HBA, Scooter/MVA Advance). He will also act as DDO.
3	Pushpinder A.O.	Establishment-I&II (Transfer/ Posting, HOP, Training, Deputation/ Loan, Departmental Examination, Disposition, Sanction and Working, Pay Fixation and its arrears and Budget.

This issues with the approval of the Commissioner.

Amit Sharma**Joint Commissioner (P&V)****Copy for information to:**

1. The Additional Commissioner/Joint Commissioner, CGST Jalandhar Commissionerate.
2. All A.C./ D.C.s CGST Jalandhar Commissionerate.
3. PS to the Commissioner, CGST Jalandhar Commissionerate.
4. PA to Addl./Jt. Commissioner, CGST Jalandhar Commissionerate.
5. The Superintendent (System), CGST Jalandhar Commissionerate for uploading on website.
6. The Individual Concerned.
7. Notice Board.

Joint Commissioner (P&V)

