

कार्यालय आयुक्त
OFFICE OF THE COMMISSIONER
केंद्रीय माल और सेवाकर आयुक्तालय, जालंधर
CENTRAL GOODS & SERVICES TAX COMMISSIONERATE, JALANDHAR
जीएसटी भवन, एफ-ब्लॉक, ऋषि नगर, लुधियाना - 141001
GST BHAWAN, F-BLOCK, RISHI NAGAR, LUDHIANA- 141001
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Date: - 16th Aug, 2018

Trade Notice No. 12/GST/JAL /2018

Subject: Launch of e-Office in Jalandhar CGST Commissionerate w.e.f. 15th Aug, 2018-reg.

This is for information of all taxpayers, trade and industry that e-Office, an electronic application developed by the National Informatics Centre (NIC) under the Ministry of Electronics and Information Technology (MeitY), Govt. of India to carry out office work online - has been launched in Jalandhar Central GST Commissionerate Hqrs. on 15th Aug, 2018. The application is designed with an objective to establish a paperless environment in Government offices, increase efficiency, transparency, effectiveness, employee convenience and accountability and to give better services to the taxpayers. I am pleased to inform you that this Commissionerate shall be the first field office of CBIC to implement the application.

2. With launch of e-Office, taxpayers, trade and industry are encouraged to utilize electronic means of communication to correspond with this office on our official email 'commr-cexjlnr@nic.in'. List of other official email ids of various branches in Hqrs. and of individual officers are available on our website 'www.gstjalandhar.gov.in' under the tab 'ABOUT US' → 'Contact Us' and may be referred to. In this regard, it may be noted that since e-Office application requires pdf files, it would be convenient if attachments sent with mail are in pdf format, and if possible, in searchable pdf file format for faster processing.

3. Taxpayers, trade & industry are also encouraged to mention their contact details including mobile number and email id in their communications with us to facilitate immediate acknowledgment by mail and sms through the e-Office application.

All members of the Regional Advisory Committee, Trade Associations and Chamber of Commerce in the State of Punjab are requested to circulate this Trade Notice among their constituent members for wide dissemination. Difficulties faced or suggestions, if any, may be brought to notice.

SUNIL SINGH KATIYAR

COMMISSIONER

To:

1. The Trade Associations - As per mailing list
2. The Chief Commissioner, CGST and CX, Chandigarh Zone.
3. All Commissioners of CGST and CX Chandigarh Zone.
4. Officer and Staff of CGST Commissioner, Jalandhar.
5. The Superintendent (Systems), GST Commissionerate, Jalandhar for uploading of the same on website.
6. National Informatics Center, Punjab State Centre, Chandigarh.
7. Notice Board

Signature valid

Digitally signed by **Man Singh Katiyar**
Date: 2018.08.15 15:18:25 IST
Reason: I am the author

