

 सत्यमेव जयते	आयुक्तालय, केन्द्रीय उत्पाद, सीमा शुल्क, एवं सेवाकर, सुरत - II OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS, & SERVICE TAX, SURAT-II, नवीन केन्द्रीय उत्पाद भवन, गांधी बाग के सामने, चौक बाजार, सुरत - 395001 NEW CENTRAL EXCISE BUILDING, OPP. GANDHI BAUG, CHOWK BAZAR, SURAT, PIN-395001 दूरभाष - 0261-2478892, फैक्स - 0261-2478746 Phone No. 0261-2478892 Fax No. 0261-2478746 Email: hqtechnical.2010@gmail.com
	

OFFICE ORDER

In view of implementation of GST and attached restructuring of the field formations special measures are required for smooth and efficient transition. The following directions shall be carried out forthwith,-

2. The officers and staff shall not be allowed to avail of any kind of leave till further orders. All officers and staff availing any type of leave presently, without the approval of Commissioner/Additional Commissioner, shall be immediately directed by controlling officers to join their duties forthwith. The controlling officers shall ensure full compliance and any violation of these directions shall be treated as disobedience that would attract appropriate disciplinary proceedings.
3. In the event of any emergent situation, leave applications of Group B & C officers/staff shall be forwarded by the controlling Deputy/Assistant Commissioner with valid justification & recommendation to the concerned Additional Commissioner. Such leave applications of Group A officers shall be submitted to the Commissioner.
4. All officers, with complete working strength, shall remain open on Saturdays during the month of June & July, 2017.
5. The Deputy/Assistant Commissioners of H.Q. and all Divisions shall ensure that GST Migration Seva Kendra are converted into GST Seva Kendra with adequate manpower and equipment so as to efficiently and effectively deal with GST related queries.



(Om Prakash)

Additional Commissioner
Central Excise, Customs & Service Tax
Surat-II

F.No V/Mis-5/GST/Tech/SRT-II/2015-16

Dated: 14.06.2017

Copy to,

1. The Deputy/Assistant Commissioners Technical (H. Q.) Surat-II.
2. The Deputy/Assistant Commissioners of the Divisions- I, II, III, IV & V Surat-II
3. All sections in the Head Quarters, Surat-II
4. Notice Boards.
5. Surat-II Website i.e. www.excisesurat2.nic.in