

M. Upadhyay
Sh. Paadep-king
15/6/18



Office of the Commissioner, Goods & Services Tax Commissionerate, Chandigarh
आयुक्त कार्यालय, वस्तु एवं सेवा कर आयुक्तालय, चंडीगढ़
Central Revenue Building, Plot No.19, Sector-17C, Chandigarh.
सैंट्रल रेवेन्यू बिल्डिंग, प्लॉट नम्बर 19, सेक्टर 17-सी, चंडीगढ़
C. No. IV(16)HQ/Tech/Sevottam/I.A/31/2018/581-587 Dated:15/06/2018

OFFICE ORDER

The following officers are appointed as "Internal Auditors" under SEVOTTAM Project for the Divisional Offices/Branches against their names with immediate effect:

S.No.	Division/ Branch	Internal Auditors (Sh./Smt)
1	CGST Division-I, Chandigarh	Sukhmani Sangha, AC (Tech.)
2	CGST Division-II, Chandigarh	Daanish Inder Singh Gill, AC(Legal)
3	CGST Division-III, Chandigarh	Birender Singh, AC (Anti-Evasion)
4	Technical Branch/CAT Cell/ Anti-Evasion Branch/ Review/S&I	Sandeep, AC (CGST Division-I)
5	Admn./P& C Branch/Audit/ System/Adjudication (Hqrs)	Chandandeep Kaur, AC (CGST Division- II)
6	Personnel/Vigilance Branch/ Centralized Dak/TRC/ Legal/PLA	Geetu Badoliya, AC (CGST Division-III)

Audit of all activities covered under SEVOTTAM needs to be carried out in format as per SQM 4.2 & 4.3, (copy enclosed) once in every six months. The auditor shall also make periodic audits of records and highlight areas of non conformance. Internal Auditors have to ensure that all activities are taking place in accordance with the documented service quality system. Records of internal audit results and follow up action taken shall be maintained.

All Internal Auditors should complete internal audit of the division/branch allocated to them & submit a report in the requisite format within a week time positively.

This issues with the approval of Commissioner.

Encl:- Being sent through Email.

5-11/18
15/6/18

Additional Commissioner-cum-Nodal Officer

● Copy to:-

1. All Internal Auditors.

2. The Superintendent (Systems), CGST Commissionerate, Chandigarh.

Handwritten signature
18/6/2018
Assistant Commissioner (Tech)