

OFFICE OF THE COMMISSIONER
आयुक्त कार्यालय
GST COMMISSIONERATE CHANDIGARH
माल एवं सेवा कर आयुक्तालय चंडीगढ़
PLOT NO. 19, CENTRAL REVENUE BUILDING, SECTOR 17-C,
प्लॉट न°19, केन्द्रीय राजस्व भवन, सेक्टर सी चंडीगढ़
CHANDIGARH- 160017

C. No. 03/systems/GST/E-office/2018

Dated: 18.12.2018

TRADE NOTICE NO. 01/2018

Subject:- Launch of E-office in GST Commissionerate, Chandigarh on 17th December, 2018.

This is for information of all taxpayers that e-office, an electronic application developed by the National Informatics Centre under the Ministry of Electronics and Information Technology (MeitY), Govt. Of India to carry out office work online has been launched in Headquarters GST Commissionerate, Chandigarh from today. The application is designed with an objective to establish a paperless environment in Government offices, increasing efficiency, transparency, effectiveness, employee convenience and accountability and to give better and transparent services to the taxpayers.

2. 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 to be sent to the Department are in pdf format, better still if they are in searchable mode, for faster processing by the Commissionerate.

3. 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.

All members of the Regional Advisory Committee, Trade Associations and Chamber of Commerce in 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.



(Kishori Lal) 18.12.2018

Commissioner

To:

The members of RAC/Trade Associations/Chambers of Commerce in Punjab.

Copy for information to :

- i) The Chief Commissioner, CGST & CX, Chandigarh Zone.
- ii) All the Commissioners of Chandigarh Zone.
- iii) Superintendent Systems, for uploading on Website.