



सत्यमेव जयते

S. RAMESH

SPECIAL SECRETARY & MEMBER

MEMBER (ADMN)



भारत सरकार
GOVERNMENT OF INDIA
(वित्त मंत्रालय/ राजस्व विभाग)
MINISTRY OF FINANCE / DEPARTMENT OF REVENUE
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D.O.DP/PUB/130/17

22nd June, 2017

Dear *Colleagues,*

Subject: - Implementation of GST on 1st July, 2017 & preparation- regarding

As you are aware the implementation of GST will be on 1st July, 2017. The introduction of GST heralds a new era in indirect taxation as well as in cooperative fiscal federalism in India. The officers & staff of CBEC have been assiduously working over the past several months for the smooth introduction of GST. Outreach programs & training session are continuously being imparted to all stake holders by the officers & staff in cooperation with officers of the state commercial taxes department.

2. It has been decided that field offices of CBEC across India would implement the following preparatory steps to usher in GST on 1st July, 2017:

- a) 1st July will be known as “**GST Day**” and celebrated in all offices of CBEC just as we celebrate Central Excise Day/International Customs Day.
- b) Meetings/ functions to mark the celebration of **GST Day** may be held on **1st July, 2017** in field offices, with the participation of State GST officials.
- c) All the offices of CBEC will be kept open on **1st July, 2017**, as a trade facilitation measure. This will enable the availability of the officers & staff in their work places for the benefit of trade & industry.
- d) In order to mark this historic occasion of launching of GST, suitable banners/decorations may be placed in field offices **welcoming members of the trade & industry for any facilitation.**
- e) Name boards of the field offices may be suitably re-named as “**CENTRAL GST ZONE / COMMISSIONERATE / DIVISION / RANGE**”. The logo “One Nation, One Tax, One Market” may be displayed prominently on the Nameboards/Banners / Office letterheads.
- f) On the night of 30th June, 2017 as well as on 1st July, 2017 the field offices may be suitably illuminated with **low key lighting** to mark the occasion of launch of GST.

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g) Henceforth, all field offices from the Chief Commissioner's office to the Range should serve as **GST Seva-Kendras** for effective trade facilitation. Apart from giving guidance to GST assesseees, these GST Seva Kendras should render assistance to taxpayers in migration, registration as well as filing of returns. The Hyderabad GST Zone has prepared a Guidance Manual for GST Seva Kendras, (soft copy enclosed) which is an attempt to standardize high quality taxpayer services at the GST Seva Kendras. It would be extremely useful to prepare Guidance Manual for GST Seva Kendras in each Zone operating at different levels namely Commissionerate, division and range levels for the benefit of officers and Trade and Industry. It is suggested that the same may be prepared for each zone in English and local languages. This work may be done in a time bound manner so as to be completed in next 2-3 days. It is also requested that the GST Seva Kendras should be strengthened to enable them to discharge their functions effectively and promptly in view of the directions of the Cabinet Secretary during the meeting taken on 20.06.2017.

3. Photos and reports about GST Day celebrations on 1st July, 2017 may be e-mailed immediately on the same day to DG, Tax Payer Services Cell, New Delhi for wider publicity through Twitter etc.

With *best wishes,*

Encl.: Soft copy of Guidance Manual
for GST Seva Kendras

Yours *sincerely,*

S. Ramesh
(S. Ramesh)

All Chief Commissioners of CGST/CX/CUSTOMS
All Directors General in CBEC