

INDEX
GST KPI FORMAT

Sr. No.	Form No.	Description	Function	Reporting Authority	Data Source	Instructions
1	A-1	GST Collection Zone wise/ Division wise & achievement	GST Collection	JC HQ-7	BO System MIS report PMT-01.	GST collection report will be prepared by JC HQ-07 based on BO system report PMT-01.
2	A-2	GST Revenue Receipts Zone wise/ Division wise & achievement	GST Revenue Receipt	JC HQ-7	BO System +RBI BO system MIS report PMT-01	GST revenue receipts report will be prepared by JC HQ-07 based on BO system report PMT-01 and reconciliation with RBI data.
3	B-1	GST Registration - Disposal and pendency of New Registration Application	New Registration	Functional ACST VAT-2 Office	BO System MIS report REG-01 and REG-02	Registration related reports will be prepared by Functional ACST VAT-2; by using REG-01 and REG-02 reports from BO system. (New Registration applications)
4	B-2	GST Registration - Disposal and pendency of cancellation on application and Suo-Moto	Cancellation on application and Suo-Moto	Functional ACST VAT-2 Office	BO System MIS report REG-01 and REG-02	Registration related reports will be prepared by Functional ACST VAT-2; by using REG-01 and REG-02 reports from BO system. (Cancellation of registrations on application and Suo-Moto)
5	B-3	GST Registration - Summary of Status of Revocation Application	Revocation	Functional ACST VAT-2 Office	BO System MIS report REG-01 and REG-02	Registration related reports will be prepared by Functional ACST VAT-2; by using REG-01 and REG-02 reports from BO system. (Revocation Application)

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6	B-4	NGTPs (Maharashtra State Jurisdiction) detected and cancellations	NGTP	EIU	Physical KPI	NGTP related reports will be prepared by EIU; based on data available with EIU and by obtaining corresponding action status from Nodal officers.
7	B-5	NGTP (Maharashtra Central Jurisdiction and other states) reporting	NGTP	EIU	Physical KPI	NGTP of MH State CBIC jurisdiction and other states report will be prepared by EIU; based on communications received from them.
8	C-1	Summary of Return 3B Non - filer PART A- 10 Lakhs to 25 Lakhs PART B- 25 Lakhs and above PART C- More than 6 defaults	Return Follow up	Functiona 1 ACST VAT-3 Office	BO System MIS report COMP- 01	Functional ACST VAT-3 will prepare summary report for whole state based on COMP-01 & action taken report from Nodal officers for review meetings.
	C-1A	List of Return Non-filers PART A- 10 lakhs to 25 Lakhs PART B- 25 Lakhs and above PART C- Defaults more than 6	Return Follow up	Functiona 1 ACST VAT-3 Office	BO System MIS report COMP- 01 & REG-03	Return non-filers list will be prepared by Functional ACST VAT-3 from non-filer report COMP-01 of BO system (RCC and suspended taxpayers flag based on REG-03 report), based on previous year's payment categorization of taxpayers into 3 categories: A) 10 Lakhs to 25 Lakhs B) 25 Lakhs and above and C) More than 6 defaults.

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9	C-2	Return 3B Non - filer Follow up actions	Return Non Filer 3A Follow up	Functiona l ACST VAT-3 Office	BO System MIS report COMP- 01	Functional ACST VAT-3 will prepare Summary report for whole state based on MIS COMP-01 & action taken report from Nodal officers.
10	D-1	GST Scrutiny	Scrutiny	Functiona l ACST VAT-4 Office	BO System MIS report ASMT 3.1	Functional ACST VAT-4 will prepare this report from BO MIS ASMT 3.1 report.
11	D-2	GST Audit	Audit	Functiona l ACST Thane Office	Physical KPI	Functional ACST Thane will prepare this report from information collected from Nodal officers
12	D-3	GST Demand & Recovery	Demand & Recovery	Functiona l ACST VAT-3 Office	BO System MIS report ASMT 2.1	Functional ACST VAT-3 will prepare this report from BO MIS ASMT 2.1 report, regarding status of DRC's based on stage of action initiated by nodal officer.
13	D-4	GST Interest demand u/s 50 (more than 50000/year)	Interest u/s 50	Functiona l ACST VAT-3 Office	Physical KPI	Functional ACST VAT-3 will prepare this report from information collected from Nodal officers regarding actions taken against pending interest payment.
14	E-1	GST Refund: Pendency	GST Refund Pendency	Functiona l ACST VAT-2 Office	BO System MIS report RFD- 4.0(A) & of RFD- 01 + processi ng	Functional ACST VAT-2 will prepare GST refund pendency report from BO MIS RFD-4.0(A) (Refund status as on date T+1) and after processing for ageing based on date of RFD-01.

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15	E-2	GST refund: Disposal Performance	GST refund disposal	Functiona 1 ACST VAT-2 Office	BO System MIS RFD 2.0	Functional ACST VAT-2 will prepare GST refund disposal performance report from BO MIS RFD 2.0
16	F-1	Summary of Pending Recovery GST	Summary of Pending Recovery	Functiona 1 ACST VAT-3 Office	BO System + Processi ng	Form F1 is summary report of Form F1A. Functional ACST VAT-3 will prepare this report for whole state from BO system report. For taxpayer, all pending recovery is merged and then taxpayers are categorized based on pending dues.
	F-1A	List of Pending Recovery cases (more than 1 Cr)	Pending Recovery List	Functiona 1 ACST VAT-3 Office	BO System MIS recovery 8.1 + Processi ng + Nodal	Functional ACST VAT-3 will prepare list report of pending recovery. Nodal officer will submit action taken remarks in Col. 10, 11 & 12; based on this information, ACST VAT-3 will process data & submit summary report for state for Pending recovery (above 1 Cr.) merged for taxpayer based on BO MIS Recovery 8.1
17	G-1	GST Advance Ruling Applications Disposal & Pendency	Advance Ruling	AR Authority	BO System MIS report AR 1.1 and AR 1.2	State Advance Ruling authority will prepare this report from BO system MIS AR 1.1 and AR 1.2 report regarding AR application disposal and pendency along with ageing

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GST KPI FORM - A-1

Month-

GST COLLECTION Zone wise / Division wise achievements (Amt. in Crores)								
Sr. No.	Zone	Division	Collection for the Month (2020-21)	Collection for the Month (2021-22)	% Growth (Col.4)/Col.4%	Collection up to the Month (2020-21)	Collection up to the Month (2021-22)	% Growth (Col.7)/Col.7%
1	2	3	4	5	6	7	8	9
1	Mumbai South East	FORT						
		NARIMAN POINT						
		MANDVI						
		MAZGAON						
		MUMBAI-LTU-4						
MUMBAI SOUTH EAST	SUB-TOTAL							
GRAND TOTAL								
CENTRE TAXPAYERS		CENTRE TAXPAYERS						
STATE		STATE GRAND TOTAL						

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GST KPI FORM -A-2

GST Revenue Receipts Zone wise / Division wise achievements										Month-
SR. No.	Zone	Division	Act	Target up to the Month 2021-22	Receipts during the Month 2021-22	Receipts up to the Month 2021-22	Achievement % (Col.5- Col.7)/Col.7%	Receipts During the Month 2020-21	Receipts up to the Month 2020-21 (Amt. in Crores)	% Growth (Progressive) (Col.7- Col.10)/Col.10%
1	2	3	4	5	6	7	8	9	10	11
1	Mumbai South East	FORT	SGST							
		NARIMAN POINT	SGST							
		MANDVI	SGST							
		MAZGAON	SGST							
		MUMBAI-LTU-4	SGST							
MUMBAI SOUTH EAST	SUB- TOTAL	SGST								
GRAND TOTAL			SGST							
STATE	STATE	STATE	SGST							
STATE	STATE	STATE	Central SGST							
STATE	STATE	STATE	IGST							
STATE	STATE	STATE	Sub-TOTAL							
Compensation Received			STATE							
State Total with Compensation Received			Grand Total							

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GST KPI FORM - B-1

GST Registration:

Month -

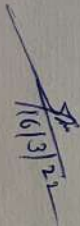
Disposal and Pendency of New Registration Applications										
Sr. No.	Zone	Division	Deemed Approved	Manual Approved	No. of Applications Disposed			Total Disposal 8 (4+5+6+7)	Transferred to Other Jurisdictions	Pendency >30 Days
					Not Responded to SCN	Rejected	Responded to SCN			
1	2	3	4	5	6	7	8	9	10	
1	Mumbai South East	FORT								
		NARIMAN POINT								
		MANDVI								
		MAZGAON								
		MUMBAI-LTU-4								
MUMBAI SOUTH EAST		SUB-TOTAL								
GRAND TOTAL										

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GST KPI FORM - B-2
GST Registration

Month-

Disposal and Pendency of RC Cancellation on Applications & Suo Moto												
Sr. No.	Zone	Division	No. of Cancellation on Applications Disposed				No. of Suo Moto Cancellation Disposed				Pendency of Cancellation on Applications	Pendency of Suo Moto Cancellation Applications
			Approved	Rejected		Total	Proceeding Dropped	RC Cancelled		Total		
1	2	3	4	Not Responded to SCN	Responded to SCN	7 (4+5+6)	8	Not Responded to SCN	Responded to SCN	11 (8+9+10)	12	13
1	Mumbai South East	FORI										
		NARIMAN POINT										
		MANDVI										
		MAZGAON										
		MUMBAI-LTU-4										
		SUB-TOTAL	0	0	0	0	0	0	0	0	0	0
		GRAND TOTAL										


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GST KPI FORM - B-3
GST Registration:

Disposal and Pendency of Revocation Applications

Month-

Sr. No.	Zone	Division	No. of Applications Disposed				Pendency >30 Days
			Approved	Rejected	Total		
				Not Responded to SCN	Responded to SCN	7 (4+5+6)	8
1		FORT	4	5	6	7	8
		NARIMAN POINT					
		MANDVI					
		MAZGAON					
	Mumbai South East	MUMBAI-LTU-4					
		SUB-TOTAL	0	0	0	0	0
	MUMBAI SOUTH EAST						
		GRAND TOTAL					

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GST KPI FORM - B-4
GST Registration: ONLY FOR EIU

Month

Sr. No.	Zone	Division	Non Genuine Tax Payers detected and cancellations (MH State Jurisdiction)			Ab-initio Cancellation			Evidence folder Submitted During the Month	Cumulative Evidence folder Submitted upto this month	NGTP Published During the Month	Cumulative NGTP Published upto this month
			Total NGTP Detected	NGTP Detected during the Month	Cumulative NGTP Detected upto this month	Cumulative Cases where taxpayer found Genuine (Out of Col. 5)	Ab-initio Cancellation During the Month	Cumulative Ab-initio Cancellation upto this Month				
1	2	3	4	5	6	7	8	9	10	11	12	13
1	Mumbai South East	FOKT										
		MARIMAN POINT										
		MANDVI										
		MAZGAON										
		MUMBAI-LTU-4										
		SUB-TOTAL										
		MUMBAI SOUTH EAST										
		GRAND TOTAL										

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GST KPI FORM - B-5
GST Registration: ONLY FOR EIU

Month

Non Genuine Tax Payers Communicated/Detected and cancellations (MH CBIC Jurisdiction & Other States)											
Sr. No.	MH CBIC/Other State	NGTP Communicated/ Detected			Cancellation Status (Out of Col. 4)			Ab-initio Cancellation		Prospective Cancellation	
		NGTP Communicated/ Detected during the Month	Cumulative NGTP Communicated/ Detected upto this month		Ab-initio Cancellation	Prospective Cancellation	Active Taxpayers	NGTP Published During the Month	Cumulative NGTP Published upto this month	NGTP Published During the Month	Cumulative NGTP Published upto this month
1	2	3	4	5	6	7	8	9	10	11	
1	MH CBIC Jurisdiction										
2	Other States										
Total											


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GST KPI FORM C-1 Part -A

Month-

Summary of Return 3B Non - filer (10 lakhs to 25 Lakhs) during the month (Amt. in Crores)

Sr. NO.	Zone	Division	Count of GSTIN	No. of GSTR 3B Defaults	Expected SGST
1	2	3	4	5	6
1	Mumbai South East	FORT			
		NARIMAN POINT			
		MANDVI			
		MAZGAON			
		MUMBAI-LTU-4			
	MUMBAI SOUTH EAST	SUB-TOTAL			
	GRAND TOTAL				


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GST KPI FORM C-1 Part -B

Month-

Summary of Return 3B Non - filer (25 Lakhs & above) during the month (Amt. in Crores)					
S NO.	Zone	Division	Count of GSTIN	No. of GSTR 3B Defaults	Expected SGST
1	2	3	4	5	6
1	Mumbai South East	FORT			
		NARIMAN POINT			
		MANDVI			
		MAZGAON			
		MUMBAI-LTU-4			
		SUB-TOTAL			
		MUMBAI SOUTH EAST			
		GRAND TOTAL			

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GST KPI FORM C-1 Part -C

Month-

Summary of Return 3B Non - filer (6 & above Defaults) during the month Amt. in Crores)					
S NO.	Zone	Division	Count of GSTIN	No. of GSTR 3B Defaults	Expected SGST
1	2	3	4	5	6
1	Mumbai South East	FORT			
		NARIMAN POINT			
		MANDVI			
		MAZGAON			
		MUMBAI-LTU-4			
MUMBAI SOUTH EAST		SUB-TOTAL			
GRAND TOTAL					

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GST KPI FORM C-1A Part -A

Month-

List of Return 3B Non - filer 10 lakhs to 25 Lakhs

(Amt. in Rs.)

Sr. No.	Zone	Division	Desk	GSTIN	SGST Paid by Cash (Previous FY)	Total SGST Paid (Previous FY)	Average Monthly/Quarterly SGST Paid (Previous FY)	No. of GSTR-3B Defaults	Expected SGST	RCC Status	Action Taken Report
1	2	3	4	5	6	7	8	9	10	11	12
1	Mumbai South East	FOKT									
		NARIMAN POINT									
		MANDVI									
		MAZGAON									
		MUMBAI-LTU-004									
MUMBAI SOUTH EAST		SUB-TOTAL									
GRAND TOTAL											

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List of Return 3B Non-filer 25 Lakhs & above

GST KPI FORM C-1A Part -B

S NO.	Zone	Division	Desk	GSTIN	SGST Paid by Cash (Previous FY)	Total SGST Paid (Previous FY)	Average Monthly/Quarterly SGST Paid (Previous FY)	No. of GSTR 3B Defaults	Expected SGST	Month	
										(Amt. in Rs.)	
										11	12
1	Mumbai South East	PORT									
		NARIMAN POINT									
		MANDVI									
		MAZGACON									
		MUMBAI-LTU-004									
MUMBAI SOUTH EAST		SUB-TOTAL									
GRAND TOTAL											


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GST KPI FORM C-1A Part - C

List of Return 3B Non-filer 6 & above Defaults

(Amt. in Rs.)

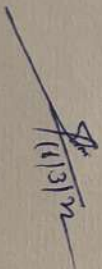
Sr. No.	Zone	Division	Desk	GSTIN	SGST Paid by Cash (Previous FY)	Total SGST Paid (Previous FY)	Average Monthly/Quarterly SGST Paid (Previous FY)	No. of GSTR 3B Defaults	Expected SGST	(Amt. in Rs.)	
										RCC Status	Action Taken Report
1		FORT									
		NARIMAN POINT									
		MANDVI									
		MAZGAON									
		MUMBAI-LTU-004									
		SUB-TOTAL									
		MUMBAI SOUTH EAST									
		GRAND TOTAL									

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GST KPI FORM C-2

Return 3B Non - filer follow up Actions during the month

Sr. No.	Zone	Division	Part-A				Month- (Amt. in Crores)
			Notices in GSTR - 3A Issued during the month	Cumulative Notices in GSTR - 3A Issued	No of orders	Amount of dues raised (Amt. in Crores)	
			Part-B			Provisional Attachment	
			Unilateral Assessment Order passed				
1	2	3	4	5	6	7	8
1	Mumbai South East	FORT					
		NARIMAN POINT					
		MANDVI					
		MAZGAON					
		MUMBAI-LTU-004					
MUMBAI SOUTH EAST		SUB-TOTAL					
GRAND TOTAL							


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GST KPI FORM - D-1

GST Scrutiny

Month-
(Amt. in Crores)

S.No.	ZONE	DIVISION	NOTICES ISSUED		AMOUNT PAID				REPLY ACCEPTED		RECOMMENDED FOR ACTION		Pending Scrutiny Cases for action (14=5-(11+13))
			No. of cases in which notices issued during month	Cumulative No. of cases in which notices issued	No. of cases in which amount admitted and paid during month	Amount admitted and paid during month	Cumulative No. of cases in which amount admitted and paid	Cumulative Amount admitted and paid	No. of cases in which reply accepted during month	Cumulative No. of cases in which reply accepted	No. of cases recommended for action during month	Cumulative No. of cases recommended for action	
1	2	3	4	5	6	7	8	9	10	11	12	13	14
FOR THE ASSESSMENT YEAR 2017-18													
		FORT											
		NARIMAN POINT											
1	Mumbai South East	MANDVI											
		MAZGAON											
		MUMBAI-TU-4											
	MUMBAI SOUTH EAST	SUB-TOTAL											
	GRAND TOTAL												

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16/3/22

GST KPI FORM - D-2

GST Audit

Month-

(Amt. in Crores)

Sr. No.	Zone	Division	Allocated Cases during the month	Cumulative number of Allocated Cases upto month	Allocated Cases closed without Audit at Zonal Level during the month	Cumulative number of Cases closed without Audit at Zonal Level upto month	Audit Report issued during the month	Cumulative Audit Report issued upto month	Cases where Audit Report and Closure Report issued during the month				Cumulative Cases where Audit Report and Closure Report issued upto month				Audit Report Pending (S-7+9)			
									Full dues Paid	Full dues not paid (SCN Issued)	Nil Revenue Para	Any Other	Total	Full dues Paid	Full dues not paid (SCN Issued)	Nil Revenue Para		Any Other	Total	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
FOR THE YEAR 2017-18																				
1	Mumbai South East	POKT																		
		NARIMAN POINT																		
		MANDVI																		
		MAZGAON																		
		MUMBAI-LTU-4																		
		SUB-TOTAL																		
		MUMBAI SOUTH EAST																		
		GRAND TOTAL																		

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GST KPI FORM - D-3

Month -

Demand & Recovery and other statutory actions																		
Sr. No.	Zone	Division	DRC-01				DRC-07				DRC-05				DRC-03			
			DURING MONTH	CUMULATIVE	DURING MONTH	CUMULATIVE	DURING MONTH	CUMULATIVE	DURING MONTH	CUMULATIVE	DURING MONTH	CUMULATIVE	DURING MONTH	CUMULATIVE				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
FOR THE YEAR 2017-18																		
		PORT																
		NARIMAN POINT																
1	Mumbai South East	MANDVI																
		MAZGAON																
		MUMBAI-TU-4																
	MUMBAI SOUTH EAST	SUB-TOTAL																
		GRAND TOTAL																

* Due to some technical glitch, for few ARNs multiple notices / orders / drop proceedings have been issued. For those cases, we are considering the aggregate of notice / order / drop proceeding amounts.

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GST KPI FORM - D-4

Other demands (Interest w/s 50 for cases more than 50,000 per year) for 2017-18, 2018-19 & 2019-20

Month-

(Amt in Crores)

Sr. No.	Zone	Division	No of cases allocated		Paid by taxpayer after notice in DRC-3 in the month		Cumulative Paid by taxpayer after notice in DRC-3		DRC-7 Issued in the month		Cumulative DRC-7 Issued		Closing balance at the end of month 14=(4-8-12) & 15=(5-9-13)	
			Cases	Amt.	Cases	Amt.	Cases	Amt.	Cases	Amt.	Cases	Amt.	Cases	Amt.
1		PORT												
		NARIMAN POINT												
		MANDVI												
		MAZGAON												
		MUMBAI-JTU-4												
		SUB-TOTAL												
		MUMBAI SOUTH EAST												
		GRAND TOTAL												

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GST KPI FORM E-1

GST refund: Pendency

Sr. No.	Zone	Division	RFD-02		RFD-06			
			Aging of pendency for RFD-02	Aging of pendency for RFD-06	More than 30 Days	Less than 60 days	61-90 days	91-180 days
1	Mumbai South East	FORT						
		NARIMAN POINT						
		MANDVI						
		MAZGAON						
		MUMBAI-LTU-4						
MUMBAI SOUTH EAST		SUB-TOTAL						
GRAND TOTAL								

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GST KPI FORM E-2

GST refund: Disposal Performance

Month -
Amount in Cr.

Sr. No.	Zone	Division	Refund Applications Filed (GST RFD-01)		Deficiency Memo Issued (GST RFD-03)		Provisional Order Issued (GST RFD-04)		Refund Sanction/Rejection Order Issued (GST RFD-06)				Disposal by RFD-03 & RFD-06 in the month (6+10)	Payment Order issued (GST RFD-05) w.r.t. Provisional Order		Payment Order issued (GST RFD-05) w.r.t. Refund Sanction/Rejection Order		
			Count	Amount	Count	Amount	Count	Amount	Count	Amount	Count	Amount		Count	Amount	Count	Amount	
1		FORT																
		NARIMAN POINT																
		MANDVI																
		MAZGAON																
		MUMBAI-LTU-4																
		Sub Total																
		MUMBAI SOUTH EAST																
		EAST																
		GRAND TOTAL																

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GST KPI FORM F-1

Month -

Sr. No.	Zone	Division	BELOW 10 LAKHS (MERGED)			10 to 50 LAKHS (MERGED)			50 to 1 Crore (MERGED)			1 Cr and above (MERGED)			TOTAL			
			No. of Taxpayers	No. of Entries	Amount	No. of Taxpayers	No. of Entries	Amount	No. of Taxpayers	No. of Entries	Amount	No. of Taxpayers	No. of Entries	Amount	No. of Taxpayers	No. of Entries	Amount	
1	MUMBAI SOUTH EAST	FORT																
		NARIMAN POINT																
		MANDVI																
		MAZGAON																
		MUMBAI-LTU-4																
	MUMBAI SOUTH EAST	SUB TOTAL																
GRAND TOTAL																		

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GST KPI FORM F-1A

Pending Recovery list Report (above 1 cr merged)

Month -												Amount in Cr.
1	2	3	4	5	6	7	8	9	10	11	12	
S.R. NO.	GSTIN/Temp ID/TIN	Trade/Legal Name	Case Initiated on Date	Name of Case Handling Officer	Amount Involved (In Crores)	Zone	Division	RC Status	Tax Period	Demand Raised T/s.	Status (In case of available recovery, please leave the column blank otherwise select one of the following reason)	
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												

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GST KPI FORM G-1

Month

GST Advance Ruling Applications Disposal & Pendency								
Jurisdiction	Number of Applications to work			Disposal		Closing Balance Col. No. (+6)	Total Application Pending (ARA-01)	
	Total Application received During the selected period (ARA-01)	Cumulative Total applications received upto the period	Total Application Disposed During the selected period(ARA-01)	Cumulative Total Advance Ruling Order Issued	Less than or equals to 90 days		More than 90 days	
1	2	3	4	5	6	7	8	
STATE								

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