



भारत सरकार/Government of India
वित्त मंत्रालय/Ministry of Finance
राजस्व विभाग/Department of Revenue
केन्द्रीय कर मुख्य आयुक्त का कार्यालय
Office of The Principal Chief Commissioner of Central Tax
पी.बी.सं.5400, सी.आर.भवन, क्वीन्सरोड, बेंगलूरु-560001
P.B.No.5400, C.R.Building, Queen's Road, Bengaluru-560001

C.No. II/03/01/2019 PCCCT(BZ) PERS


Date: 24.04.2020

OFFICE ORDER 06/2020

Sub: Allocation of Laptops to Officers & Staff working from Home – reg.

- 1) In respect of functioning of Offices of CGST & Central Excise, with effect from 23.04.2020, it is to inform that offices are to function with 100% attendance of Deputy Secretary and levels above that and the remaining officers and staff to attend offices up to 33% as per requirement, in compliance to Ministry of Home Affairs order dated 15.04.2020.
- 2) In this regard, Pr. Commissioners/Commissioners/HOD's shall undertake re-allocation of Laptops available under your jurisdiction. The same is to be done after identifying the list of Officers & Staff who are not logging in GST Remote Application and the same has to be redeployed among Officers & Staff who are attending to work from home.

This exercise needs to be undertaken immediately and a compliance report on the same may please be submitted by 24.04.2020.


24/4/2020
Archana Nayak
(Joint Commissioner)

Copy to: All the Pr. Commissioners/Commissioners,
Bengaluru North/South/East/West/North-West,
Mysuru, Belagavi, Mangaluru,
Bengaluru Audit-I/ Bengaluru Audit-II, Mysuru Audit, Belgavi Audit,
Bengaluru Appeals -I/ Appeals- II, Mysuru Appeals & Belgavi Appeals.