



भारत सरकार / GOVT. OF INDIA

वित्त मंत्रालय, राजस्व विभाग / MINISTRY OF FINANCE, DEPTT. OF REVENUE

कार्यालय आयुक्त, केन्द्रीय वस्तु व सेवाकर एवं उत्पाद शुल्क - जयपुर

OFFICE OF THE COMMISSIONER, CENTRAL GOODS AND SERVICES TAX & CENTRAL EXCISE - JAIPUR

मुख्यालय: नव केन्द्रीय राजस्व भवन, स्टैच्यू सर्किल, सी-स्कीम, जयपुर- 302005 (राज.)

HQ : NEW CENTRAL REVENUE BUILDING, STATUE CIRCLE, C-SCHEME, JAIPUR - 302005 (RAJ.)

फोन नं. : 0141-2385359

स्थापना शाखा

फैक्स नं. : 0141-2385222

फा.सं.: 1-22(10)प्रशा./जेपीआर/2018/१११

दिनांक:- 03.05.2021

### OFFICE ORDER

In view of the rise in COVID-19 cases in Jaipur (Rajasthan) & in continuation of this office Order dated 15.04.2021 and Order No. 40-3/2020-DM-I(A) dated 29.04.2021 issued by Union Home Secretary, Ministry of Home Affairs, Govt. of India & Order No. P. 7(1)Home-7/2021 dated 30.04.2021 issued by Chief Secretary (Home), Government of Rajasthan, Jaipur regarding preventive measures to contain the spread the second wave of COVID-19, the following roster of duty for Group 'B' and 'C' Officers/staff till 13.05.2021 is ordered with immediate effect -

Name of Branch/ Section	4, 6, 10 & 12 May, 2021 (Mr./Mrs./Ms.)	3, 5, 7, 11 & 13 May, 2021 (Mr./Mrs./Ms.)
Anti-Evasion	Deehraj Bengali, Superintendent Mahesh Kumar, Inspector Amit Jain, Inspector Ashish Jain, Inspector Sanjeev Kumar Yadav, Inspector Sandeep Kumar Ola, Inspector Ankit Kumar Goyal, Inspector	Hanuman Ram Mundel, Superintendent Rajesh Kumar Saini, Superintendent Gaurav Kumawat, Inspector Ramsi Ji Jat, Inspector Bharat Shewani, Inspector Ram Niwas Yadav, Inspector Shimona Kayath, T.A.
Technical	Alok Kumar Mathur, Superintendent Akash Atolia, Inspector Nanak Gupta, Inspector Amit Kumar Sriwastav, E.A.	H. N. Koli, Superintendent Dinesh Meena, Inspector Ashok Kumar Seiwal, T.A. Jeevan Ram Balai, H. Haw.
Comp. & IT/ TRG./ GST Cell/ E-Office/ TRC/ Reward	Uma Shankar Sharma, Superintendent Dinesh Parashar, Superintendent Radha Krishna Mishra, Inspector	Dally Gill, Superintendent Vikas Kumar Daiya, Inspector Jaivardhan Daima, Inspector Varun Yadav, T.A.
Review	G. P. Gupta, Superintendent Sushil Kumar Jakhar, Superintendent Sourabh Arora, Inspector Neeru Gehlawat, E.A.	Shri Ram Meena, Superintendent Ajay Kumar, Inspector Om Prakash Jangid, Inspector Yogendra Kumar Meena, LDC
Adjudication	Banwari Lal, Superintendent Manoj Kumar Jain, Inspector	Hemant Kumar Sharma, Inspector Shayo Narayan Meena, LDC
Legal	Umesh Verma, Superintendent Yogesh Khunteta, Inspector Swati Khandelwal, T.A.	Vijay Singh Balwada, Superintendent Manoj Yadav, Inspector
Vigilance	Dinesh Sharma, Superintendent Deepak Kumar Gupta, Inspector Santosh Kumar Meena, T.A.	Sunil Kumar Sharma, Inspector Asha Devi Chhipa, MTS
Sevottam/L&B/ Canteen/ Headquarter	Arvind Kumar Sharma, Superintendent Budhi Prakash, Wash Boy	Anil Kumar Sharma, Inspector Ramesh Sharma, Bearer
CERA Audit	Vinay Kumar Awasthi, Superintendent Angad Meena, Inspector	Lalita Meena, Inspector Vikash Chand Ray, T.A.
Admn/Estt.	Pradeep Bhuria, T.A. Shanta Prakash Tailor, T.A. Muthresh Sharma, T.A.	Man Singh Gurjar, T.A. Rishi Raj Pabri, T.A. Gopal Lal Panwar, MTS

Pay/ Accounts	Yashwant Rajoria, A.O. Ramroop Meena, E.A. Tilak Sharma, LDC Yashpal Singh, T.A.	Chandra Dutt, E.A. Gaurav Sharma, T.A. Ramesh Soni, T.A.
Rajbhasha	Ashok Kumar Birania, Sr. Hindi Translator Harkesh Meena, Jr. Hindi Translator	Neeta Shukla, Sr. Hindi Translator Jyoti Yadav, Jr. Hindi Translator
Attached with Pr. Commissioner	Susheel Kumar, Steno Sarwan Kumar, MTS	Ravi Prakash Chanda, Steno Devendra Singh Khangarot, Haw.
Attached with ADC (Tech.)	Dinesh Kumar Palsaniya, Steno	Wali Mohammad, H. Haw.
Attached with ADC (Legal)	Jagdish Prasad Meena, H. Haw.	---
JC (P & V)	Dharampal, Steno	Laxman Ram Kholia, H. Haw.
Driver	Mahesh Kumar Sharma Jai Narayan Meena	Yogesh Kumar Sharma Kan Singh Om Prakash Gadri

Note :

1. All DC/AC/CAO of Headquarters are directed to attend the office.
2. All the officials who are working from home on a particular day shall be available on telephone and any other electronic means of communication at all times and can be called to attend office for any exigency of work. Further, with GST related work largely being online and considering e-office being in operation, officers should focus to optimize use of these tools for timely disposal & pending work in task list.
3. Officers will not be allowed to leave the Headquarters without permission from their controlling officer.
4. The guidelines or directions issued by MHA dated 29.04.2021; Deptt. of Financial Services, Ministry of Finance circular dated 13.04.2021 and order dated 14.04.2021 & 30.04.2021 issued by State Government regarding preventive measures should be adhered and followed strictly by all the officers/staffs.
5. All the Officers, Staff (including outsourced staff) should download "AAROGYA SETU" App on their mobile phone.
6. **All the Officers are allowed to leave office at 4.00 PM during this period so that they may reach their homes before the curfew time of 6.00 PM.**
7. All the Officers should be directed to follow COVID appropriate behavior every time everywhere.

**This issues with the approval of Pr. Commissioner.**

21/05/21  
03/05/21  
(Shashi Panyar)

Joint Commissioner (P & V)

Copy to-

1. Add. Commissioner (CCO), CGST & CX (Jaipur Zone), Jaipur.
2. The concerned officer.
3.  Superintendent (Computer), CGST, Jaipur to update the order on official order.