



मुख्य आयुक्त कार्यालय  
OFFICE OF THE CHIEF COMMISSIONER  
केन्द्रीय वस्तु व सेवाकर एवं उत्पाद शुल्क, (जयपुर परिक्षेत्र), जयपुर  
**CENTRAL GOODS & SERVICES TAX AND CENTRAL EXCISE (JAIPUR ZONE), JAIPUR**

C. No. CCO (JZ)Tech/27/2020

Dated: 30.03.2020

To,

The Commissioner,  
CGST & CX Commissionerate,  
**Alwar/ Jaipur/ Jodhpur/ Udaipur.**

Sir,

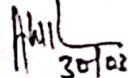
**Subject:- Provisioning of remote access to CBIC field officers as a special measure for ensuring continuity of business operations under COVID-19 exigency response- Regarding**

On the above subject, please find enclosed a copy of Advisory Number-SI/03/2020 dated 30.03.2020 issued by Additional Director General (SI), Directorate of System and Data Management, CBIC, New Delhi.

2. As informed vide above referred Advisory, CBIC field officers are being provided secured access to GST business applications over internet for limited period to allow them to discharge their duties remotely under COVID-19 exigency response. Once access is enabled, users will be able to work on GST applications securely over internet from either CBIC provided AIO/Laptop or their personal Desktops/Laptops. Access to these applications will be available for those users who already had access to the GST backend applications through Citrix. The users will be able to access the applications over internet by going to the link <https://myappstore.cbic.gov.in>. Users, who are already using RSA 2 Factor Authentication, will only be able to access the applications. Once access is enabled to an officer, he/she will receive SMS/email message from Saksham Seva. Steps to get access by the user are mentioned under Para 3 and 4 of the Advisory.
3. In phase I, DGS is allowing default access to all Divisional AC/DC as per data available with system at the backend and phase II, the access will be extended to other officers. In this regard, it is requested to take immediate action as provided under Para 7 of the Advisory.
4. Further, to facilitate Trade and Industry and to response their queries/ grievances, during the period of complete lockdown, Trade Notices by the GST Commissionerates are required to be issued immediately, intimating e-mail ids and mobile nos. of nominated officers to be contacted for resolving such queries/ grievances. A draft Trade Notice in this regard is enclosed for necessary action.

**Enclosure: As above**

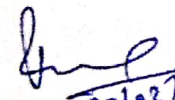
Yours faithfully,

  
30/03/2020  
(Alok Sharma)  
Joint Commissioner

Copy to

The Superintendent, Computer cell, for uploading the same on department website.

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30/03/2020  
(Prakash Sapra)  
superintendent