



OFFICE OF THE COMMISSIONER  
CENTRAL GOODS AND SERVICE TAX & CENTRAL EXCISE, JAIPUR  
NEW CENTRAL REVENUE BUILDING, STATUE CIRCLE, C-SHEME, JAIPUR - 302005

Phone No. 0141-2385359

**ESTABLISHMENT SECTION**

Fax No. 0141-2385222

F. No. I-22(10)ADMN/JPR/2018

Date : 16.04.2020

**OFFICE ORDER**  
**Dated : 16.04.2020**

In consequence to Para 18(ii) of the Order dated 15.04.2020 issued by the Ministry of Home Affairs, New Delhi vide F. No. 40-3/2020-DM-I(A) readwith direction conveyed by the CBIC, New Delhi vide order dated 15.04.2020 issued under file No. C.50/30/2020.Ad.II, for smooth execution of the office work, the following officers and staff of this commissionerate are required to attend the office as per the below mention roster-

Name of Section	20, 23, 28.04.2020 & 01.05.2020 (Mr./Mrs./Ms.)	21, 24, 29.04.2020 (Mr./Mrs./Ms.)	22, 27, 30.04.2020 (Mr./Mrs./Ms.)
ANTI-EVASION	1. Shyam Sunder Yadav, Superintendent 2. Ajay Kumar Agarwal, Superintendent 3. Raj Gajendra Singh, Inspector 4. Bhoopendra Singh Panwar, Inspector 5. Amit Jain, Inspector 6. Om Prakash Jangid, Inspector	1. Kapil Vohra, Superintendent 2. Rajesh Kumar Yadav, Superintendent 3. Devendra Singh Rathore, Inspector 4. Ajay Kumar, Inspector 5. Angad Meena, Inspector 6. Bhagwan Sahai, T.A.	1. Mohan Lal Nama, Superintendent 2. Anubhav Soni, Inspector 3. Rupa Rama Chaudhary, Inspector 4. Bharat Shewani, Inspector 5. Sudhanshu Joshi, Inspector 6. Sharda Sharma, H. Haw.
TECHNICAL	1. Nathu Lal Jain, Superintendent 2. Sanjeev Kumar Yadav, Inspector 3. Tejpal Morya, E.A. 4. Ghasi Lal Bairwa, H.Haw.	1. Deepak Punjabi, Superintendent 2. Meena Kumari Gupta, Superintendent	1. Alok Kumar Mathur, Superintendent 2. Neeru Yadav, Inspector 3. Tejpal Morya, E.A. 4. Mahesh Kr. Choudhary, T.A.

COMP. & IT/TRG./GST CELL	1. Bal Chand Khatik, Superintendent 2. Ajit Singh Dutt, Inspector	1. Radha Krishna Mishra, Inspector	1. Sita Ram Mali, Inspector
REVIEW	1. N. K. Khandelwal, Superintendent 2. Surbhi Gupta, Inspector 3. Raghuveer Singh, E.A.	1. Dinesh Sharma, Superintendent 2. Sourabh Arora, Inspector	1. H. P. Kacholia, Superintendent 2. Mahesh Kumar, Inspector 3. Neeru Gehlawat, E.A.
ADJUDICATION	1. Banwari Lal, Superintendent 2. Kanwat Vikram Singh Rameshwar, Inspector 3. Ramji Lal Sharma, H.Haw.	1. Ritu Verma, Inspector 2. Naveen Kumar Joshi, Inspector 3. Atul Sharma, LDC	1. Banwari Lal, Superintendent 2. Ramji Lal Sharma, H.Haw.
LEGAL	1. Jagdish Chand Jingar, Superintendent 2. Arihant Kumar Jain, Inspector	1. Shyam Sunder Sharma, Superintendent 2. Manoj Kumar Yadav, Inspector	1. Jagdish Chand Jingar, Superintendent (on 27.04.2020) 2. Rajrani Sharma, T.A.
VIGILANCE	1. Shekhar Sharma, Inspector 2. Asha Devi Chhipa, MTS	1. R. P. S. Solanki, Superintendent	1. Ram Prasad, Inspector 2. Shekhar Sharma, Inspector (on 27.04.2020)
SEVOTTAM / L.& B./ CANTEEN	1. Hanuman Ram Mundel, Superintendent	1. Muthresh Sharma, T.A.	1. Govind Sahai Meena, H. Haw. 2. Hanuman Ram Mundel, Superintendent (on 27.04.2020)
TRC/REWARD	1. Prakash Meena, Inspector	1. Moti Lal Meena, Superintendent	1. Prakash Meena, Inspector (on 27.04.2020)
CERA	1. Sanjay Kumar Sethi, Superintendent 2. Nathu Lal Sharma, E.A. 3. Bhonri Lal Meena, H.Haw.	1. Vijay Kumar Purohit, Superintendent 2. Ram Avtar Meena, Inspector	1. Ankit Kumar Goel, Inspector 2. Vikash Chand Ray, T.A.
ADMN/ET	1. Pradeep Bhuria, T.A.	1. Hari Narayan Meena, A.O.	1. Man Singh Gurjar, T.A. 2. Gopal Lal Panwar, MTS
Pay/Accounts	1. Varun Yadav, T.A. 2. Hemant Kholia, LDC	1. Sunita Saini, T.A. 2. Yashwant Rajoria, E.A. 3. Atul Sharma, LDC	1. Swati Khandelwal, T.A. 2. Tilak Sharma, LDC 3. Mahesh Kr. Choudhary, T.A.
ATTACHED WITH ADC (TECH)	1. Babu Lal Meena, H. Haw.	1. Shimona Kayath, T.A.	1. Babu Lal Meena, H. Haw. 2. Shimona Kayath, T.A. (on 27.04.2020)
ATTACHED WITH PR. COMMR.	1. Susheel Kumar, Steno GR.II	1. Viswas Maurya, T.A.	1. Devendra Singh, H. Haw. 2. Sarwan Kumar(S), MTS

PA TO ADC (ADMN/P&V)	1. Dharpal, Steno GR.II	1. Jagdish Prasad Meena, H. Haw.	1. Rajesh Kumawat, H.Haw.
RAJBHASHA	1. Ashok Birania, Sr. Hindi Translator	1. Neeta Shukla, Sr. Hindi Translator	1. Harkesh Meena, Jr. Hindi Translator
CANTEEN STAFF	1. P. K. Ojha, Manager	1. Budhi Prakash, Wash Boy	1. Ramesh Sharma, Bearer
DRIVER	1. Ramesh Singh Bisht (GR-II) 2. Om Prakash Gadri (GR-II)	1. Kaan Singh (GR.I) 2. Mahesh Kr. Sharma (GR-II)	1. Jai Narayan Meena (GR. I)

**Note:-**

1. All divisional AC/DCs and AC/DC/CAO of Headquarters are directed to attend the office from 20.04.2020.
2. DC/AC incharge of Divisions should also draw a roster for their divisions to start functioning of Divisions/Range Officers, by 17.04.20.
3. The Officers whose residence falls in the containment zone/restricted/prohibited area as declared by Central/State Authority/ District Authority/Local Authority, they will not attend the office till further orders. However, they will perform office work from home as usual and they should be available on phone or any other mode of electronic communication.
4. All the officials who are working from home on a particular day should be available on telephone and any other electronic means of communication at all times.
5. In case of any exigency/urgency of work any of the officer/staff can be called to attend the office on any particular date.
6. Officers will not be allowed to leave the Headquarters without permission from their controlling officer.
7. The guidelines or directions issued by the Central Authority/State Authority or any other Law Enforcing Authority regarding preventive measures should be adhered and followed strictly by all the officers/staffs.

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

*Manzoor Ali Ansari*  
16/4/2020  
(Manzoor Ali Ansari)

Additional Commissioner (P&V)

**Copy to-**

1. Joint Commissioner o/o the Chief Commissioner, CGST (Jaipur Zone), Jaipur
2. Commissioner of Police, Jaipur.
3. District Magistrate, Jaipur
4. Superintendent (Computer), CGST, Jaipur to upload the order on Official Website.
5. The concerned officer.

*Manzoor Ali Ansari*  
16/4/2020  
Additional Commissioner (P&V)