



**OFFICE OF THE COMMISSIONER OF CENTRAL GOODS & SERVICE
TAX,
'A' BLOCK, SURYA NAGAR, ALWAR - 301 001**

F.No.II-3(01)Estt/Alwar/Pt.-I

Dated : 16.04.2020

Office Order

As per direction issued by Board vide Order F.No. C-50/30/2020-Ad.II dated 15.04.2020 read with order No.40-3/2020-DM-I(A) dated 15.4.2020 issued by MHA regarding preventive measures to contain the spread of COVID-19, following roster of duty for Group 'B' & 'C' official/staff from 20.04.2020 to 03.05.2020 is enforced with immediate effect :-

(a) From 20.04.2020 to 24.04.2020 :

Sr. No.	Branch	Name of the Officer	Designation
1.	Anti-Evasion	Ashok Kumar Singhal	Superintendent
2.		Sunil Mahawar	Inspector
3.		Amit Kumar Garg	Inspector
4.	Adjudication/SVLDRs	Amit Kumar	Inspector
5.	Audit	Ratan Lal Thakur	Superintendent
6.	TRC/ PA to Commr.	Abhishek Chaudhary	Tax Assistant
7.	Technical	Rakesh Deriwal	Superintendent
8.		Dharmendra	Inspector
9.	Computer	Yogendra Gupta	Superintendent
10.	Law	Ankur Jain	Inspector
11.	Vigilance	Deepchand Saini	Inspector
12.	Admin.	Rakesh Kumar Sharma	Tax Assistant
13.		Rohit Priyadarshi	Tax Assistant
14.	Hqrs. Alwar	Dhram Singh Meena	Driver
15.		Babu Lal Saini	Head Hawaldar

(b) From 27.04.2020 to 03.05.2020 :-


Sr. No.	Branch	Name of the Officer	Designation
1.	Anti-Evasion	Dinesh Kumar Sharma	Superintendent
2.		Anuj Kumar	Inspector
3.	Adjudication	Nitin Kharbanda	Inspector
4.	Review	Sandeep Kumar	Inspector
5.	Audit	Mohit Drall	Superintendent
6.	Technical	Sunil Kumar Gupta	Superintendent
7.	Law	Hukum Chand Meena	Superintendent
8.	Vigilance	Ram Kishan Raiger	Superintendent
9.	Admin.	Deepak Kumar	Executive Assistant
10.		Vikram Singh	LDC
11.	PA to Commr.	Dhram Raj Meena	PA
12.	Hqrs. Alwar	Sunder Singh Negi	Hawaldar

2. Sh. Suresh Chaudhary, Assistant Commissioner and Ms. Garima Mali AC(OT) will also attend his duties from 20.04.2020 onwards.

3. The officials who are working from home on a particular day as per the above roaster should be available on telephone and electronic means of communications at all times. They should attend office, if called for any exigency of work.

4. This issues with approval of the Commissioner.

Encl: Board's letter No C-50/30/2020 Ad-II
dated 15.4.2020


16/4/2020
(V.K.G. Pillai)

Assistant Commissioner (P&V)

Copy to :-

- (i) The Joint Commissioner (CCO), Central Excise and CGST Jaipur Zone, Jaipur C Scheme, Statue Circle, Jaipur.
- (ii) The Commissioner, CGST & C. Ex. Commissionerate, Alwar.
- (iii) The Assistant Commissioner (Adjudication/Review/Tech/Computer/States & Training/TRC/Audit/ Anti-Evasion/Law/Vigilance). CGST Commissionerate, Alwar.
- (iv) Notice Board/Personal Copy.


16/4/2020
Assistant Commissioner (P&V)



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F.No.II-3(01)Estt/Alwar/Pt.-I

Dated : 16.04.2020

Office Order

As per direction issued by Board vide F.No. C-50/30/2020-Ad.II dated 15.04.2020 regarding preventive measures to contain the spread of COVID-19, following roaster of duty for Housekeeping staff from 20.04.2020 to 03.05.2020 is enforced with immediate effect :-

(a) From 20.04.2020 to 24.04.2020 :

- (i) Bhagwan Sahay
- (ii) Rakesh Meena
- (iii) Mohit Saini
- (iv) Ashwini Bansal (Guest House)
- (v) Vijay Kashyap
- (vi) Deshraj
- (vii) Dulli Chand

(b) From 27.04.2020 to 03.05.2020 :-

- (i) Tej Singh
- (ii) Hemant
- (iii) Rakesh (Guest House)
- (iv) Mahadev Meena
- (v) Vinod
- (vi) Vijay Kashyap

2. All the Housekeeping Staff should attend office, if called for any exigency of work. Available Staff will also attend nearby sections also.


16/4/2020
(V.K.G. Pillai)

Assistant Commissioner (P& V)

Copy to :-

- (i) The Commissioner, CGST & C. Ex. Commissionerate, Alwar.
- (ii) The Assistant Commissioner (Adjudication/Review/Tech/Computer/States & Training/ TRC/Audit/ Anti-Evasion/Law/Vigilance). CGST Commissionerate, Alwar.
- (iii) Notice Board/Personal Copy.


16/4/2020
Assistant Commissioner (P& V)