



PROCEEDINGS OF THE PrI SECRETARY & COMMISSIONER,
STATE GST DEPARTMENT, THIRUVANANTHAPURAM

(Present: Dr. Rajan N Khobragade IAS)

Sub:- GST Cell – other Units at the HQ – Procedures for follow up at the Head Quarters- reg:-

As the Goods and Service Tax was to be launched and lot of preparations were going on, the GST Cell was constituted as per No.A1-27721/13/CT dt.15.12.2014, and subsequently some more officers were co-opted to the GST Cell vide Order No.A1-27721/13/CT dt.17.12.2014. Later vide Order No.GSTC.23504/15/CT dt.19.08.2015 a General Committee and various committees were constituted to deal with the specific aspects relating to GST preparedness such as study the draft laws and preparations regarding various committee meetings etc. The pre GST launch activities and GST launch activities, capacity building, awareness generation have been effectively handled by the GST Cell.

After the launch of GST Act on 1st July 2017, the post GST works have been continuously facilitated at HQ through GST Cell. In order to ensure timely actions and follow up of various things the GST Cell has been taking all actions and operational issues are also tackled by the GST Cell.

Now, after the completion of the first year of GST by June end, it is expected that all the officers are equipped with the knowledge regarding GST laws, rules and the processes.

To facilitate GST related various issues at the Head Quarters the following orders are issued.

ORDER No 27/18 GSTC.23504/15/CT DT 18th June 2018

1. The GST Cell at the head quarter shall function as the coordination unit. The officers shall continue to work as per the work allocation orders already issued.
2. The units of Acts and rules, Law, Audit and Inquiry, Establishment, Procurement, Finance, Public Relations and Training etc shall deal with the all the GST related issues.
3. All functional and operational issues shall be dealt with by the respective units at the head quarters.
4. The flow of work shall be done in such a way that the seats/ sections dealing with the particular subject of VAT regime will continue to deal with the same subject/ issues under GST regime. Annexure – A is attached.
5. All the file works shall be done promptly on e Office platform.


Pri Secretary & Commissioner

To,

**Addl Commissioner
All Joint Commissioners
Dy Commissioner Int Audit
All Superintendents of the sections at Head Quarters
Stock file**

Annexure – Flow chart for processing

