



कार्यालय मुख्य आयुक्त
OFFICE OF THE CHIEF COMMISSIONER
केन्द्रीय कर (सी जी एस टी) केन्द्रीय उत्पाद शुल्क एवं सीमा शुल्क, भोपाल ज़ोन
CENTRAL TAX (CGST), CUSTOMS & CENTRAL EXCISE, BHOPAL ZONE
35-C, जीएसटी भवन, नजदीक पर्यावास भवन, जेल रोड, भोपाल
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BRIEF NOTE ON WORK DONE IN CGST DURING LOCKDOWN PERIOD

As per the directives from the CBIC, all the officers had been performing their official duties from home during the period of lockdown. Amidst the lockdown period, the jurisdictional Commissionerates were asked ensure and monitor that all concerned officers must access GST applications at Home and all GST related work be attended on priority. The jurisdictional officers are performing their routine task entailing processing of refund claims, registration process and other GST related work by accessing the GSTN from home through Citrix application. During the lockdown period, the jurisdictional Commissionerates in approx. 300 refund claims had sanctioned Rs. 36 Crores to the taxpayers. The GST registrations process/ work continued unhindered through work from home. Further, on submission of satisfactory replies from the taxpayers, revocation of most of the cancelled registrations was done by the officers during the lockdown period. In Bhopal Commissionerate, even the blocked ITC amounting to Rs. 14 Crore was also unblocked amidst the lockdown period subsequent to submission of information by one of the taxpayers.

2. A Whatsapp group of Trade/major manufacturers/Trade Associations and CGST Officials has been formed in Raipur Commissionerate in addition to all existing mechanism at Commissionerate level to promptly address the grievances, problems faced by the taxpayers. Further, Whatsapp groups have been formed by the officers at each Commissionerate to share real time information and exchange ideas for return filing work etc.

3. The declarations filed under SVLDRS Scheme are being processed diligently by the officers of the respective designated committees in the jurisdictional Commissionerates and such declarations are being disposed of by issuance of SVLDRS-4.

4. In view of the emergent crisis on account of the spread of COVID-19 epidemic, to mitigate and address the challenges and unforeseen circumstances leading to hardships of officers/staff/contingent workers and their families, a task force has been constituted at each Commissionerate to address the health issues and to co-ordinate an effective response to such challenges;

5. In addition to above, the office premises/buildings of all the Commissionerates are being sanitized frequently and banners have been placed outside premises to spread awareness about COVID-19 amongst the public. In order to ensure payment to the contingent staff and other service providers, timely action is being taken by the jurisdictional Commissionerates of the Zone.

6. Further, the following links containing instructions/ advisories/ circulars etc. from various forums viz. Ministry of Health & Family Welfare, Govt. of India, DGHRD, CBIC,

Ministry of Home affairs, DoPT, CGHS etc. are being provided in the Zone's official website www.ccobz.gov.in at a **separate dedicated area for COVID related issues.**

COVID-19 READY RECKONER

ISSUING AUTHORITY	CIRULAR/ORDER NUMBER	DATE	SUBJECT
MOHFW	D.O.No. Z-21020/16/2020	15.04.2020	Containment of Hotspot- Demarcation of Zones-reg.
DGHRD CBIC		02.04.2020	Scheme for Grant of Financial Assistance for Preventive and Welfare measures for fighting against COVID-19 in CBIC
MHA		15.04.2020	Revised Consolidated Guidelines- NDMA
CBIC		15.04.2020	Functioning of Govt. of India Offices during COVID-19 lockdown
DOPT		17.03.2020	Advisory for staff
MOHFW			GUIDELINES FOR DISINFECTION OF COMMON PUBLIC PLACES INCLUDING OFFICES
CGHS		18.03.2020	Guidelines in view of COVID 19
Ministry of AYUSH			Ayurveda's immunity boosting measures for self care during COVID 19 crisis
ICMR		16.04.2020	ICMR - LIST OF Private_Labs_AS ON 16.04.2020
MOHFW			COVID-19: Guidelines on disinfection of common public places including offices
MOHFW			COVID-19: Guidelines for home quarantine
ICMR		16.04.2020	Total Operational (initiated independent testing) Government Laboratories reporting to ICMR 183 + 3 collection sites
Govt. of Karnataka	HFW/109/ACS/2020	17.04.2020	Definition of Containment Zone, Cluster and their management SOP-reg.
DOPT	11013/9/2014-Estt.A.III	16.03.2020	Preventive measures to be taken to contain the spread of novel Coronavirus (COVID-19)-reg.
MoHFW			Health Advisory for Elderly Population of India during COVID19
MoHFW			Advisory for ensuring safe drinking water during lock down and effective management of pandemic caused by Corona Virus
MoHFW			Advisory against spraying of disinfectant on people for COVID-19 management
MoHFW		03.04.2020	Advisory & Manual on use of Homemade Protective Cover for Face & Mouth
CGHS	Z 15025/12/2020/DIR/CGHS	27.03.2020	REIMBURSEMENT OF OPD MEDICINES - SPECIAL SANCTION IN VIEW OF COVID 19