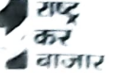




मुख्य आयुक्त का कार्यालय
Office of the Chief Commissioner
वस्तु एवं सेवाकर एवं सीमा शुल्क, विशाखापट्टनम क्षेत्र
Goods and Service Tax & Customs, Visakhapatnam Zone
GST Bhawan, Port Area, Visakhapatnam-530035
Phone no.2568837 Email: ccu-cexvzg@nic.in



Office Order no. 19/2020
Dated 19th October 2020

Consequent upon the transfer and posting of officers to the Chief Commissioner's Office, Visakhapatnam Zone, the following work allocation is ordered with immediate effect and until further orders.

Sl. No.	Section Name	Officer In-charge	Charges Handled
1.	Technical -1	J. Praveen Kumar Superintendent Akash Singhal Inspector	<ul style="list-style-type: none"> • Central Processing Cell (GST) overseeing work related to GST Registrations / Cancellations / Migration / etc., of all taxpayers and tax practitioners • GST Zonal Comm. Admin • All work relating to GST Backend Applications (AIO) and GST Systems related work - AIO related software and hardware aspects • Legacy Technical matters relating to Central Excise / Service Tax • All MPR related work (Legacy or otherwise) • Monitoring of Third-Party related verifications (IT Data for ST verification) • All matters pertaining to Refunds, Rebates, Maritime Commissioner under Central Excise and Service Tax • Monitoring of Key performance areas & other Statistical Reports, Provisional Assessments, Adjudications, Call Book matters, etc. under legacy matters and GST. • Work relating to Zonal Website / Media Cell • All related Reports and Returns
2.	Technical -2	F. A. Cooper Superintendent Karthik Chintakrinda Inspector Duvvuri Venkata Ananth Santoshabhyut Inspector	<ul style="list-style-type: none"> • All GST Policy Matters • Work related to monitoring DGARM Reports, including work related to special verification sets, Risky Exporters / Taxpayers, etc. • Monitoring of GST Compliance related to GST Returns, GST Refunds (including UIN and SBY related refunds), Declarations / Intimations e.g. DRC-03 etc. • E-Way Bill related work • All Correspondence with Board / GSTN/ State Government / Trade on GST related matters • Matters related to Appellate Authority for Advance Ruling and Advance Ruling matters. • Matters relating to IT Grievance Committee • Data Analytics / BIFA / EDW • Zonal Twitter • Coordination with State GST • All related Reports and Returns
3.	Technical -3	V S S Girija Kumar Superintendent Dheeraj Telu Inspector Debasis Majee Executive Assistant	<ul style="list-style-type: none"> • Monitoring of Arrears of revenue and preparation of all related reports • Work relating to RTI • Work relating to Inspection of formations • REIC related matters • RAC • SEVOTTAM & RFD work

			<ul style="list-style-type: none"> • Third party audit of pro-active disclosure on website • All related Reports and Returns
4.	Technical -4	<p>Ratnesh Kumar Superintendent</p> <p>G.Prasanth Inspector</p>	<ul style="list-style-type: none"> • Parliament Questions • Anti Evasion matters pertaining to Legacy as well as GST work • Anti-Profitteering related work • Work Relating to Blocking / Unblocking of ITC credit • All Matters related to Detention of goods (GST & Legacy matters only) • Matters relating to DIN • Work related to Awards and Rewards to Officers in the Zone / informers • All related Reports and Returns
5.	Administration & Accounts	<p>KLT Sundari Superintendent</p> <p>T. Venugopal Inspector</p> <p>Ashok Kumar Executive Assistant</p> <p>Niraj Kumar Tax Assistant</p> <p>Madhuchanda Mohanti JHT</p>	<ul style="list-style-type: none"> • Administration Matters of Zone & CCO including Tour Programmes / Leave of Group A Officers / Leave of CCO Officers • Accounts & Expenditure Budget • SPARROW related work in respect of Group B & C Officers (Custodian) • Assigning Hawaldar Duties • All related Reports and Returns • Matter Relating to Infrastructure & Vehicles • Infrastructure & Systems related work for CCO (other than GST Systems work) • Monitoring CAT cases pertaining to Pay & Pension matters
6.	Customs Technical	<p>P. Sridhar Superintendent(P)</p> <p>Haricharan K Inspector (PO)</p>	<ul style="list-style-type: none"> • All matters related to Customs in the Zone • All related Reports and Returns
7.	Legal & Audit	<p>S. Giridhar Superintendent</p> <p>Appalaraju K Inspector</p>	<ul style="list-style-type: none"> • All Legal & Audit matters in the Zone • Concurrence of High Court and CESTAT matters • LIMBS • Prosecution matters • Matters related to Commissioner (Appeals) • All matters relating to Audit & PAC • All related Reports and Returns
8.	Reviews, SVLDRS & Coordination	<p>N. Ramakrishna Superintendent</p> <p>Thotada Rajasimha Inspector</p> <p>Dheeraj Telu Inspector (additional charge)</p>	<ul style="list-style-type: none"> • Review of Orders in Original passed by Pr. Commissioners and Commissioners in the Zone • Compounding of Offences • SVLDRS • Preparation of Monthly Brochure • Coordination for preparation of CC's Dashboard Reports to be submitted every Monday • Coordination of work relating to Common Reports spanning multiple Sections, such as Action Plan -2020, etc. and other similar work assigned by JC / AC • Coordination of work relating to all meetings (other than those covered under Technical -3) held by Chairman & Board Members, FS, PMO, GSTN, State Government, Ministries, CC (VZ), etc., with officers or Trade. • Meetings maybe on Railnet/ NIC/ CISCO Webex, etc. • Coordination with all Sections of CCO for obtaining and presenting data to CC / JC for the meeting. • All related Reports and Returns

9.	Establishment	<p>P. Satyavathi Superintendent</p> <p>G. Sankara Rao Mirtipati, Tax Assistant</p> <p>N. Ravi Krishna, Tax Assistant</p> <p>B. Manasa Tax Assistant</p> <p>Prashanth MTS</p>	<ul style="list-style-type: none"> All Establishment matters in the Zone including SEZ related postings and transfers as applicable. Establishment matters relating to Vizag Custom House Training of all Cadres All Deputation / encadrement related matters Monitoring CAT cases pertaining to service matters APAR related matters i.r.o Group A Officers All related Reports and Returns
10.	Vigilance	<p>N. Aparna Superintendent</p> <p>D. Sreevatsav Inspector</p> <p>Arun Kumar Maurya, Executive Assistant</p>	<ul style="list-style-type: none"> All Vigilance & Confidential Matters CPGRAMS Matters All matters pertaining to FR 56J Monitoring CAT cases pertaining to Vigilance matters All related Reports and Returns
11.	Hindi Cell	<p>Y. Srinivas SHT</p> <p>Madhuchanda Mohanti JHT</p>	<ul style="list-style-type: none"> All Issues relating to implementation of Official Language Policy Translation work from Hindi to English and vice-versa as and when required / assigned All related Reports and Returns
12.	E-Office	<p>N. Aparna Superintendent</p> <p>Thotada Rajasimha Inspector (Addl. Charge) & EMD Manager</p> <p>A. Ramana Rao, LDC</p>	<ul style="list-style-type: none"> All matters pertaining to E-Office Monitoring the work of EMD Officer Monitoring CRU Section All related Reports and Returns
13.	CC's Staff	<p>D S S Bharat Bhushan Sr. PS</p>	<ul style="list-style-type: none"> All work related to Sr. PS to Chief Commissioner Will assist CC & JC in monitoring and diarising all letters and mails from Board, etc., as per E-Office Office Order No.14/2020 dated 6-8-2020
14.	PRO	<p>T. Venugopal Inspector</p>	<ul style="list-style-type: none"> Will deputize Sr. PS to CC in his absence Will assist JC (CCO) / AC(CCO) in monitoring Board's letters, Mail to CCO from various formations and shall undertake works mentioned in as per E-Office Office Order No.14/2020 dated 6-8-2020
15.	CRU	<p>As per Office Order No.16/2020 dated 10-8-2020</p>	<ul style="list-style-type: none"> All work assigned vide the E-Office Office Order No.16/2020 dated 10-8-2020

2. The Officers shall undertake any other work that may be assigned to them from time to time. All Section Heads, shall coordinate and assist other Sections Heads wherever required for completion of any task. Specifically, all Section Heads shall render assistance to Superintendent Reviews & Coordination for the purpose of compilation of data for Brochure, Meetings, Common Reports, etc.

3. The Section Heads shall report to the Assistant Commissioners in the Chief Commissioner's Office as per the reporting matrix hereunder:

Reporting Matrix

- a. Tech-1; Tech-2 and Tech-4 shall report to Shri. C. Satyanarayana, AC (CCO).

- b. Customs (Technical) and Sections (other than Sections mentioned at (a) above) shall report to Shri. Aravinda Das, AC (CCO).
- c. Superintendent (Admn & Accounts) shall report to CAO for Accounts related matters. For all Administration matters, the officer shall report to Shri Aravinda Das, AC (CCO). In the absence of the CAO, the matters shall be routed to Shri. Aravinda Das, AC (CCO).
- d. All ACs / CAO shall report to JC(CCO)
4. In order to ensure continuity of work in the absence of any of the officers, the following link officers are allotted and shall automatically take effect in the absence of any officer:

Link Officer Table

Supdt. /Inspr. On leave	1st link officer (Supdt/Inspr.)	2nd Link Officer (Supdt/Inspr.)
Establishment	Vigilance	Technical 2
Vigilance	Establishment	Administration & Accounts
Administration & Accounts	Vigilance	Technical 1
Legal & Audit	Reviews	Technical 3
Technical-1	Technical-2	Technical 4
Technical-2	Technical-3	Technical-1
Technical-3	Technical-4	Technical 2
Technical-4	Technical-1	Technical 2
Customs Technical	Technical-2	Legal & Audit
Reviews	Legal & Audit	Technical 4

5. The above Order is synchronized with the E-Office OUs and mapping of Officers as far as possible. Where there is a deviation, the E-Office in-charge shall make necessary changes and further carry out changes required to give effect to this order.
6. This order supersedes all other Orders in the matter, excluding the E Office Office Orders bearing Nos. 14/2020 dated 6-8-2020 and 16/2020 dated 10-8-2020.
7. This issues with the approval of the Chief Commissioner of Customs & Central Tax, Visakhapatnam Zone.

M. Sreekanth .. 19.10.2020
(M. Sreekanth)
 Joint Commissioner (CCO)

(Issued from file C.No.II/3/1/2015-CC(VZ)Estt

To

The Officers

Copy to:

Sr. PS to Chief Commissioner