

**OFFICE OF THE JOINT COMMISSIONER (ADMN.)
SALES TAX DEPARTMENT: BIKRI KAR BHAWAN: NEW DELHI**

No. F.III/59/CST/2005/Estt/2153-62

Dated : 1/4/05

CIRCULAR

Consequent upon the introduction of Delhi Value Added Tax Act and Rules w.e.f. 01.04.2005 some new units have been created, some existing units have been reorganised in the Department and all the units now will be known as below:

<u>Name of the Unit</u>	<u>Comprises of</u>
1. Tax Payer Services	a) Front Office b) Data Entry Services c) Record Keeping d) Technical Query Cell e) Communication f) Old PR Branch
2. Operations	a) Account Creation B) Return filing c) Refunds d) Reconciliation and Debt. Management e) Field units f) Assessment cases and other related matters of the old system g) Recovery and Collection
3. Key Customer Services (Existing Key Dealer Unit)	a) Front Office b) Account Services c) Audit d) Specialised Query Cell
4. Audit & Enforcement	a) Audit Strategy and Selection b) Audit Operations c) Forms Branch

<u>Name of the Unit</u>	<u>Comprises of</u>
	d) Fraud Investigations Unit
	e) Survey Support Teams
	f) Borders Unit
5. Dispute Settlement	a) Objections hearing (Operations)
	b) Objections hearing (Audit)
	c) Legal Services
	d) Appeal and Revision cases of the old Act and Rules
6. Policy	a) Legislative and Procedural review
	b) Collection, Review and MIS
	c) VAT Branch
7. Support Services	a) Facilities Management (Care Taking Branch)
	b) Human Resources (Existing Administration Branch)
	c) Finance and Accounting (Accounts Branch)
	d) Library
	e) Vigilance
	f) Confidential Cell
8. Electronic Data Processing	a) Electronic Data Processing
	b) Information and Technology
9. Research and Statistics	a) Research and Statistics
	b) Planning and Review
	c) Economic Analysis

(S. S. RATHOR)
JOINT COMMISSIONER (ADMN.)

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Copy to :

1. Secretary to Minister of Finance, GNCT of Delhi
2. PS to Principal Secretary, GNCT of Delhi
3. PS to Commissioner, Delhi VAT, GNCT of Delhi
4. All Addl. Commissioners
5. All JCs/DCs
6. All ward officers
7. All Branch Officers
8. Accounts Officer
9. Guard file
10. Delhi Sales Tax Bar Association

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