



**OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS AND
SERVICE TAX, 9/86-A:: AMARAVATHI NAGAR :: WEST CHURCH
COMPOUND :: TIRUPATI**

PHONE: 0877-2240782, 2240682, 2240474

FAX: 0877-2240454

C.No.IV/16/95/2014-Tech(Sevottam)

Date : 6.01.2015

TRADE NOTICE NO.01/2015

Sub:- Implementation of "Citizen Centric Measure" namely
"SEVOTTAM" in the Tirupati Commissionerate- Regarding

* * * * *

It is brought to the notice of the Trade, Industry and General public, that the Commissionerate of Central Excise, Customs and Service Tax, Tirupati has launched a Citizen Centric Measure namely, "SEVOTTAM" with effect from 18/12/2014 for efficient service delivery, in accordance with the IS 15700:2005 service standards. The Commissionerate commits to discharge all its functions in a fair, impartial, transparent and consistent manner.

As per the principles set out in the Citizens' Charter, the Department is gearing up to provide quality standards of service to the various stake holders viz., Trade, Industry and General public. In accordance with those principles, the various measures being undertaken by the Commissionerate, for achieving excellence in the service delivery are as follows:

- (a) A "Single Window System" (Centralized Facilitation Centre) has been established in the Central Excise, Customs and Service Tax Commissionerate, Tirupati, for centralized receipt and disposal of all written communications received from Trade, Industry and general public.
- (b) For all the written communications received at the counter of the Centralized Facilitation Counter, acknowledgement would be issued instantly, indicating the unique identification number and date of receipt. In respect of the written communications received by post, acknowledgement would be sent by post within seven working days.

- 09
- (c) In respect of the references requiring decisions, the decision would be communicated within 15 working days.
 - (d) Refund claims would be disposed off within 3 months.
 - (e) Central Excise and Service Tax Registration would be completed within 2 working days.
 - (f) Examination and clearance of export consignment at the factory premises would be completed within 24 hours.
 - (g) Seized documents which are not relied on by the Department for any proceedings would be released within 60 working days.

. Trade, industry and General public are requested to make optimum utilization of the above facilities of "Sevottam" in the Centralised Facilitation Centre established by the Department.


(JANAKI ARUNKUMAR)
COMMISSIONER

As per Distribution and to the webmaster, Tirupati Commissionerate.



OFFICE OF THE COMMISSIONER OF CUSTOMS,CENTRAL EXCISE AND SERVICE TAX:
TIRUPATI COMMISSIONERATE: DOOR NO. 9/86-A, AMARAVATHI NAGAR: NEAR WEST
CHURCH COMPOUND: TIRUPATI - 517 502.

Trade Notice No: 02/2015
General No.02/2015

Dated: 29.01.2015

Sub: Initiatives towards Good Governance-Reg

As a part of the emphasis of the Government of India's initiative on reform oriented non adversial tax administration, Central Board of Excise and Customs has taken several initiatives to facilitate Trade and Industry as well as simplification of procedures to reduce interface between Tax Officials and Tax Payers and other related stakeholders.

2. In this regard, it has been decided that every morning session of Wednesday (i.e. 9.15- 13.15 Hrs) will be observed as "TAX PAYERS DAY", wherein the Commissioner and the jurisdictional Deputy/Assistant Commissioners will be available to meet the Taxpayers without any prior appointment in order to address their grievances, if any, expeditiously.

3. In order to have a fruitful interaction, assesseees who desire to meet the Commissioner and the jurisdictional Deputy/Assistant Commissioners, may forward the details of the information proposed to be discussed well in advance by e-mail/FAX as indicated below:

Sl. No.	Name of the Formation	Fax No.	e-mail.id
1	Commissionerate Headquarters	0877-2240474	commr:91-cex@nic.in
2	Tirupati-I Division	0877-2261471	dc.9104-cex@nic.in
3	Tirupati-II Division	0877-2261471	adm.9104-cex@nic.in
4	Kurnool Division	08518-223976	dc.9103-cex@nic.in
5	Anantapur Division	08554-277795	dc.9101-cex@nic.in

4. It is also requested that the Taxpayers and concerned stake holders to exhaust the option of approaching field formations before using the above said facility.

5. All members of the Regional Advisory Committee and Trade Associations / Chambers of Commerce are requested to circulate this Trade Notice to their constituent members for their information, guidance and necessary action.

6. This Trade Notice will come into effect from 1st February,2015.

(JANAKI ARUNKUMAR)
COMMISSIONER

(Issued from File C.No.IV/16/04/2015-Tech of HQRS.TIRUPATI COMMISSIONERATE)
As per Distribution List-II and to the webmaster, Tirupati Commissionerate.

RECEIVED
DESPATCHED
Date: 29/01/15



OFFICE OF THE COMMISSIONER OF CUSTOMS, CENTRAL EXCISE AND SERVICE TAX:
TIRUPATI COMMISSIONERATE: DOOR NO. 9/86-A, AMARAVATHI NAGAR: NEAR WEST
CHURCH COMPOUND: TIRUPATI - 517 502.

Trade Notice No: 03/2015
General No.03/2015

Dated: 26.02.2015

**Sub: Opening of the Offices of the Central Excise Department on 28th
February'2015-Reg**

As a part of the emphasis of the Government of India's initiative on reform oriented non-adversarial tax administration, Central Board of Excise and Customs has taken several initiatives to facilitate Trade and Industry as well as simplification of procedures to reduce interface between Tax Officials and Tax Payers and other related stakeholders.

2. In this regard, you are aware that the Union Government is presenting its Annual Budget 2015-16 on 28th February 2015, which falls on Saturday. As it may not be working day in certain offices, it has been decided that all the offices of CBEC/field formations may remain open on that day, so that the changes made in the budget and their impact on revenue can quickly be examined and analysed by the field formations so as to guide the trade properly and to bring the notice of the Board any difficulties/anomalies etc. noticed in the tax proposals.

3. In order to have a fruitful interaction, assesses who desire to meet the Commissioner and the jurisdictional Deputy/Assistant Commissioners, may forward the details of the information proposed to be discussed well in advance by e-mail/FAX as indicated below:

Sl. No.	Name of the Formation	Fax No.	e-mail.id
1	Commissionerate Headquarters	0877-2240474	commr.91-cex@nic.in
2	Tirupati-I Division	0877-2261471	dc.9104-cex@nic.in
3	Tirupati-II Division	0877-2261471	adm.9104-cex@nic.in
4	Kurnool Division	08518-223976	dc.9103-cex@nic.in
5	Anantapur Division	08554-277795	dc.9101-cex@nic.in

4. It is also requested that the Taxpayers and concerned stake holders to exhaust the option of approaching field formations VIZ., Ranges before using the above said facility.

5. All members of the Regional Advisory Committee and Trade Associations / Chambers of Commerce are requested to circulate this Trade Notice to their constituent members for their information, guidance and necessary action.

6. This Trade Notice will be in effect on 28th February, 2015.


(P. MUTHUSAMY)
ADDITIONAL COMMISSIONER

(Issued from File C.No.IV/16/04/2015-Tech of HQRS.TIRUPATI COMMISSIONERATE)
As per Distribution List-II and to the webmaster, Tirupati Commissionerate.

प्रेषित किया गया
DESPATCHED
दि. Date 26/02/15



OFFICE OF THE COMMISSIONER OF CUSTOMS, CENTRAL EXCISE AND SERVICE TAX:
TIRUPATI COMMISSIONERATE: DOOR NO. 9/86-A, AMARAVATHI NAGAR: NEAR WEST
CHURCH COMPOUND: TIRUPATI - 517 502.

Trade Notice No: 04/2015
General No.04/2015

Dated: 27.03.2015

Sub: Opening of the Offices of the Central Excise Department on 28th March'2015-Reg.

As a part of the emphasis of the Government of India's initiative on reform oriented non-adversarial tax administration, Central Board of Excise and Customs has taken several initiatives to facilitate Trade and Industry as well as simplification of procedures to reduce interface between tax Officials and Tax Payers and other related stakeholders.

2. In view of closing of the current financial year, and in order to facilitate the tax-payers in payment of taxes/filing returns and other procedural formalities and to provide any clarifications, it has been decided that all the offices of CBEC/field formations may remain open on 28th March'2015(Saturday).

3. In order to have a fruitful interaction, assess who desire to meet the Commissioner and the jurisdictional Deputy/Assistant Commissioners, may forward the details of the information proposed to discussed well in advance by e-mail/Fax as indicated below:

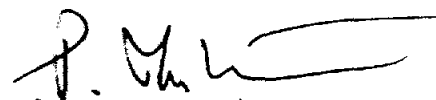
Sl. No.	Name of the Formation	Fax No.	e-mail.id
1.	Commissionerate Headquarters	0877-2240474	Commr.91-cex@nic.in
2.	Tirupati-I Division	0877-2261471	dc.9104-cex@nic.in
3.	Tirupati-II Division	0877-2261471	Admn.9104-cex@nic.in
4.	Kurnool Division	08518-223976	dc.9103-cex@nic.in
5.	Anantapur Division	08554-277795	dc.9101-cex@nic.in

4. It is also requested that the Taxpayers and concerned stake holders to exhaust the option of approaching field formations VIZ, Ranges before using the above said facility.

5. All members of the Regional Advisory Committee and Trade Associations / Chambers of Commerce are requested to circulate this Trade Notice to their constituent members for their information, guidance and necessary action.

6. This Trade Notice will come into effect on **28th March'2015(Saturday)**.

This has been issued with the approval of Commissioner.


(P.MUTHUSAMY)

ADDITIONAL COMMISSIONER

(Issued from File C.No.IV/16/136/2011-Tech(CR)HQRS.TIRUPATI COMMISSIONERATE)

As per Distribution list and to the webmaster, Tirupati Commissionerate.



OFFICE OF THE COMMISSIONER OF CUSTOMS, CENTRAL EXCISE AND
SERVICE TAX:

TIRUPATI COMMISSIONERATE:
DOOR NO. 9/86-A, AMARAVATHI NAGAR:
NEAR WEST CHURCH COMPOUND: TIRUPATI - 517 502.

Trade Notice No: 05/2015
General No.05/2015

Dated: 22.05.2015

TRADE NOTICE

Sub: Shifting of Sri City Range Office from Srikalahasti to Tirupati-Reg.

As a measure of the re-organisation of the formations, a new Central Excise formation viz., Sri City Range was carved out of the existing Srikalahasti Range, which came into effect from 15.10.2014 to facilitate easy access for the Trade and Industry.

2. Sri City Range hitherto functioning in the premises of Srikalahasti Range would function in the premises of Tirupati Divisional Office located at D.No.15-30/4:: Sreenivasa Towers, 80 Feet Road, Padmavathi Nagar, Tirupati with effect from **01.06.2015**.

3. All the members of the Regional Advisory Committee and Trade Associations / Chambers of Commerce are requested to circulate this Trade Notice to their constituent members for information.

(JANAKI ARUNKUMAR)
COMMISSIONER

(Issued from File C.No.IV/16/04/2015-Tech)

As per the Distribution list and to the webmaster, Tirupati Commissionerate.

17.05.2015
26.05.2015



सीमाशुल्क, केन्द्रीय उत्पादशुल्क एवं सेवाकर के आयुक्त कार्यालय
OFFICE OF THE COMMISSIONER OF CUSTOMS, CENTRAL EXCISE & SERVICE TAX

9/85-A:: अमरावती नगर:: पश्चिम चर्च परिसर:: तिरुपति

9/86-A:: AMARAVATHI NAGAR :: WEST CHURCH COMPOUND:: TIRUPATI.

Phone No. 0877-2240684

e-mail: tech.91@ceax@nic.in

Fax: 0877-2246920

Trade draft Notice No. 06/2015

Date: 15.10.2015

Sub:- Setting up of "Taxpayer's Service Centre" in Tirupati Commissionerate - Regarding.

Pursuant to the recommendations of the Tax Administration Reforms Commission (TARC), the Central Board of Excise and Customs has set-up of "Directorate of Taxpayers Service", a dedicated organisation for delivery of Taxpayers Services. In consistent to this, the current financial year is declared as 'the Year of Taxpayer Services' by the Department, to focus and resolve on improving Ease of Doing Business.

2. As a part of reforms, to provide more effective service and to reduce interface between tax officials and tax payers "TAXPAYERS SERVICE CENTRE" is being established at the Tirupati Commissionerate. The Taxpayer Service Centre is single-window system to render assistance and to accept all queries, complaints, grievances etc., expeditiously. The above Service Centre is handled by following Officers of the Commissionerate:

- | | | |
|---------------------------|---|------------------------|
| 1. Shri SHOKENDAR KUMAR | - | Assistant Commissioner |
| 2. Shri RAFEEQ AHMED | - | Superintendent |
| 3. Shri J. LAKSHMI PRASAD | - | Superintendent |
| 4. Shri A. AMARNATH | - | Inspector |

The Taxpayers can send their queries, complaints, grievances etc., to the Taxpayer Service Centre E-mail - Id: dcaudit.91.cex@nic.in. The Taxpayers seeking assistance through mail should furnish details:

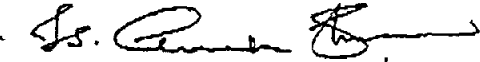
- (i) PAN based registration Number;
- (ii) Location Code, Range Name and Division Name;

- (iii) Address, Contact Number and e-mail address;
- (iv) Nature of help required and gist in one para;

Further, Taxpayers in the jurisdiction of Tirupati Commissionerate can also contact 'Taxpayers Service Centre' in the following telephone Nos. for rendering any assistance.

1. 0877-2240683 & 2. 0877-2240684

3. In addition to above, to resolve the queries and doubts of the Taxpayers quickly an "e-Helpline" is also made functional in the Commissionerate website 'tirupaticentralexcise.gov.in'. All the Taxpayers may utilize the opportunity for speedy redressal of their grievances.



(J.S. CHANDRASEKHAR)
जे.एस. चंद्रशेखर
आयुक्त / COMMISSIONER

14/10/2015

(Issued from C.No. IV/16/21/2015 -Tech)

Copy submitted to:

The Chief Commissioner of Customs, Central Excise & Service Tax, Vizag Zone, Visakhapatnam.

Copy to:

1. The Addl. Commissioner, Customs, Central Excise & Service Tax, Vizag Zone, Vizag.
2. The Addl. Commissioner, Customs, Central Excise & Service Tax, Tirupati Commr'te, Tirupati.
3. All the Deputy /Assistant Commissioners, Customs, Central Excise & Service Tax, Tirupati Commr'te, Tirupati.
4. The Superintendent (Computers) for uploading in the website.
5. The Trade Associations (as per Mailing List) in the Commr'te.
6. As per Distribution List -II
7. Notice Board.
8. Stock File.

5/5

Fax 14-10-2015 16:21:15.tif



सीमाशुल्क, केन्द्रीय उत्पादशुल्क एवं सेवाकरके आयुक्तका कार्यालय
OFFICE OF THE COMMISSIONER OF CUSTOMS, CENTRAL EXCISE & SERVICE TAX

9/86-A:: अमरावती नगर:: पश्चिम चर्च परिसर:: तिरुपति

9/86-A:: AMARAVATHI NAGAR :: WEST CHURCH COMPOUND:: TIRUPATI

Phone No. 0877-2240851

E-mail: hgrstech.tpt@gmail.com

Fax: 0877-2240851

TRADE NOTICE NO. 07/2015(ST)

Dated. 03.12.2015

Sub: Introducing New accounting codes for the purpose of Collecting Service Tax under "SWATCH BHARATH CESS" - Reg.

&&&

Copy of the Board's Circular No.188/7/2015-ST dated 16.11.2015 issued in F.No.354/129/2015-TRU(Pt) dated 16.11.2015 and Notification No.22/2015-Service Tax dated 06.11.2015 issued by the Department of Revenue, Ministry of Finance, New Delhi on the above subject is communicated herewith for information, and necessary action.

The contents of this Trade Notice may be brought to the notice of all concerned.

Encl: As above.

श्री. मुथुसामी
(P. MUTHUSAMY)

अपर आयुक्त

ADDL. COMMISSIONER

(Issued from C.No. IV/16/04/2015-Tech dated. 03.12.2015)

Copy submitted to:

The Chief Commissioner of Customs, Central Excise & Service Tax, Vizag Zone, Visakhapatnam.

Copy to:

1. The Addl. Commissioner, Customs, Central Excise & Service Tax, Vizag Zone, Visakhapatnam.
2. The Addl. Commissioner, Customs, Central Excise & Service Tax, Tirupati Commissionerate.
3. All the Deputy/Assistant Commissioners, Customs, Central Excise & Service Tax, Tirupati Commissionerate.
4. The Superintendent (Computers) for uploading in the website.
5. The Trade Associations (as per Mailing List) in the Commr'te.
6. Notice Board.
7. Stock file.

F. No. 354/129/2015-TRU (Pt.)

Government of India
Ministry of Finance
Department of Revenue
(Tax Research Unit)

Dated the 16th November, 2015.

To

Principal Chief Commissioners of Customs and Central Excise(All)
 Principal Chief Commissioners of Central Excise & Service Tax (All)
 Principal Director Generals of Goods and Service Tax/System/CEI
 Director General of Audit/Tax Payer Services,
 Principal Commissioners/ Commissioners of Customs and Central Excise (All)
 Principal Commissioners/Commissioners of Central Excise and Service Tax (All)
 Principal Commissioners/Commissioners of Service Tax (All)
 Principal Commissioners/Commissioners LTU/Central excise/Service Tax (Audit)
 Madam/Sir,

Subject: Accounting code for payment of Swachh Bharat Cess - regarding.

Chapter VI of the Finance Act, 2015 has been brought into effect from 15th November, 2015 [notification Nos. 21/2015-ST, dated 6th November, 2015 refers]. Swachh Bharat Cess is leviable on all taxable services, other than services which are fully exempt from Service Tax or services which are otherwise not liable to Service Tax under section 66B of the Finance Act, 1994, at the rate of 0.5% [notification No.22/2015-ST, dated 6th November, 2015 refers].

2. Accordingly, accounting codes have also been allotted by the Office of the Controller General of Accounts for the new Minor Head 506-Swachh Bharat Cess and new Sub-heads as under:

Swachh Bharat Cess (Minor Head)	Tax Collection	Other Receipts (Interest)	Penalties	Deposit Refunds
0044-00-506	00441493	00441494	00441496	00441495

3. All concerned are requested to acknowledge the receipt of this circular.

4. Trade Notice/ Public Notice to be issued. Wide publicity through local news media including vernacular press may be given. Hindi version shall follow.

Yours faithfully,
 (Abhishek Chandra Gupta)
 Technical Officer (TRU)

[TO BE PUBLISHED IN THE GAZETTE OF INDIA, EXTRAORDINARY, PART II,
SECTION 3, SUB-SECTION (i)]

**GOVERNMENT OF INDIA
MINISTRY OF FINANCE
(DEPARTMENT OF REVENUE)**

New Delhi, the 6th November, 2015

Notification No. 22/2015-Service Tax

G.S.R. —(E).- In exercise of the powers conferred by sub-section (1) of section 93 of the Finance Act, 1994 (32 of 1994) read with sub-section (5) of section 119 of the Finance Act, 2015 (20 of 2015), the Central Government, being satisfied that it is necessary in the public interest so to do, hereby exempts all taxable services from payment of such amount of the Swachh Bharat Cess leviable under sub-section (2) of section 119 of the said Act, which is in excess of Swachh Bharat Cess calculated at the rate of 0.5 percent. of the value of taxable services:

Provided that Swachh Bharat Cess shall not be leviable on services which are exempt from service tax by a notification issued under sub-section (1) of section 93 of the Finance Act, 1994 or otherwise not leviable to service tax under section 66B of the Finance Act, 1994.

This notification shall come into force from the 15th day of November, 2015.

[F.No. 354/129/2015 - TRU]

(K. Kalimuthu)
Under Secretary to the Government of India