



Office of the Commissioner of GST (Audit)
OB-32, Rail Head Complex
Jammu- 180012
Tel: 191-2477476, Fax: 0191- 2471632

C.No.I-22(03)Misc/Audit Comm'te/JK/2017 /2339 Dated 31.10.2018

To

The Chief Accounts Officer,
CGST & C.Ex, Chandigarh Zone,
Chandigarh.

Subject: Observation of "Swachhta Pakhwada" in the Department of
Revenue during 15.10.2018 to 31.10.2018- reg.

Madam,

Please refer to CCU (CZ) letter C.No. 142/Zone-14/Admn/SBM / Expenditure /2018/1144 dated 08.08.2018 and C.No. 110/Zopn-14/ Admn/SBM/2018/Part/1964 dated 24.10.2018 on the above subject.

In this regard, the action taken report in r/o "Swachhta Pakhwada" observed during 15.10.2018 to 31.10.2018, is as under:-

1. A Swachhta Pledge was administered to all the staff/officers to remain committed to promote cleanliness in all spheres of life. Resolution for proper/ neat upkeep of records and surroundings was made at the commencement of the Swachhta Pakhwada.
2. To spread awareness on "Swachhata" 15 banners with slogans/ motivational messages were got prepared and pasted at different places in and around the office premises/surrounding locality, highlighting the importance of Swachhata in daily routine.
3. All the officers/ staff of this Commissionerate participated in a Cleanliness drive in the office premises.
4. An Essay Writing Competition was also conducted on the topic "Bharat-Cleanliness is only Solution".
5. To boost greenery, Worthy Commissioner himself distributed the plants amongst the staff members with a motive to beautify the surroundings where one lives.
6. It is pertinent to mention here that this being a new Commissionerate came into existence on 01.07.2017, hence there is no old record for weeding out.



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7. This office has already stepped in towards "Implementation of e-Office". Nic e-mail ids of branches/ sections of this Commissionerate as well as of the staff have already been created.
8. Further, work of digitisation of office records has already been entrusted to M/s Abstech private Ltd. through GeM Portal.
9. Photographs related to all the above activities are enclosed herewith for information please.

Encl: As above.

Yours faithfully,


01/11/18
Assistant Commissioner.