



**PROCEEDINGS OF THE COMMISSIONER, COMMERCIAL TAXES DEPARTMENT,
THIRUVANANTHAPURAM**

(Present: Dr. Rajan.N. Khobragade. I.A.S)

Sub:- GST- Roll out- Constitution of GST Facilitation Centers at District and State Head Quarters- entrusting specific responsibilities – Reg

Ref: Proceedings 9 dated 30th June 2017

As per the proceedings referred above a specific structure at district and state head quarter in the form of GST Facilitation Center (GFC) have been constituted.

During the video conference all have reported that the GFCs are fully functional. The GFCs highlighted some of the issues need immediate coordinated actions. In order to have uniform coordinated actions at all levels the satellite units in the form of GFCs can play a major role. This will ensure facilitation of GST roll out by TEAM CTD.

Therefore, it is decided to entrust some 'specific responsibilities' to the GFCs. These GFCs shall coordinate with the GST Cell at the Head Quarters. It is expected that the GFCs should be functioning as a 'proactive unit'. Concerned Dy Commissioner may provide proper oversight mechanism and guidance to the respective GFCs.

In the light of the above following orders are issued.

Order No 10/ Commissioner dated 6th July 2017

1. It is hereby ordered that the GFC under guidance of Dy Commissioner Thiruvananthapuram is entrusted with the works related to questions and answers asked over the postgstquestions@kerala.gov.in email address.
2. GFC Tvm unit will every day evening download the questions and put answers from FAQs and from reference material and give replies to the persons asking the questions.
3. If there are any issues requiring further clarifications such issues on daily basis to be discussed with Shri Gopakumar Team Leader GST Cell and after consultation the answers to be sent to the respective persons.
4. Shri Ajith from the GST Cell at Head Quarters (not the HQ GST Facilitation Center) will collect questions and answers bank of seven days in a PDF file from GFC Thiruvananthapuram and they will send the question and answer bank to all DFCs for their information so that similar issues will be dealt with uniformly by all in the State.
5. Similarly, it is observed that the most common quarries are with respect to the rate of tax. The commodities where there is no problem such commodities rate should be informed then and there by the respective GFCs. However if the GFC is having a doubt such cases may be referred.
6. It is decided that for such cases rate related clarifications the responsibility shall be entrusted with DFC Palghat unit.

7. From the respective DFCs such specific commodities rate related issues may be forwarded to DFC Palghat on their email address gstcellpkd@gmail.com (We have instructed all to create NIC email id. Till such time these email ids shall be operational)
8. Under guidance of Dy Commissioner Palghat, DFC Palghat shall prepare the matrix of commodities with the details of rates of the commodities and forward the same to the GST Cell at Head quarters on gstcell.ctd@kerala.gov.in email address.
9. After validation at the GST Cell at the head quarters all these information shall be given to all the DFCs on daily basis. The rate is a sensitive issue. Any misinformation may lead to lot of problems in future. Therefore utmost care may be taken while handling rate related quarries by all.
10. The respective DFCs may give the replies to the concerned people promptly.


COMMISSIONER

To,

All Joint Commissioners
All Deputy Commissioners of the districts.
All DFCs
GST Cell at Head Quarters