



दि प्लास्टिक एक्स्पोर्ट प्रमोशन कौन्सिल
(भारत सरकार, वाणिज्य एवं उद्योग मंत्रालय, वाणिज्य विभाग द्वारा प्रायोजित)

THE PLASTICS EXPORT PROMOTION COUNCIL
(Sponsored By The Ministry Of Commerce & Industry, Deptt. Of Commerce, Government Of India)

Plexconcil Circular dated 19.06.2020

To,

All the Members of the Council,

Dear Sir/ Madam,

Subject : CBIC Begins Using e-Office in all CGST and Customs offices

As per press release by Ministry of Finance dated 15th June 2020 CBIC has launched e-Office application in all CGST and Customs offices.

Shri M. Ajit Kumar, Chairman, Central Board of Indirect Taxes and Customs (CBIC) launched the e-Office application in over 500 CGST and Customs offices across India on 15th June 2020 remotely in the presence of over 800 senior officers of CBIC.

The e-Office application is developed by the NIC and is supported by the Department of Administrative Reforms and Public Grievances (DARPG). The e-Office is a Mission Mode Project (MMP) under the National e-Governance of India.

We understand that over 50,000 officers and staff will use this application making CBIC one of the largest Government departments to automate its internal office procedures.

The launch of e-Office is one more measure taken by the CBIC in leveraging technology for providing a 'Faceless, Contactless and Paperless' indirect Tax administration.

It marks a fundamental change in internal office procedures which is so far based on manual handling of files and paper movement. It aims to improve governance by automating the internal processes of handling files and taking decisions within Government. The e-Office application's main module, eFile, enables on-line file related work, starting from receiving and marking dak, operating a file, preparing a draft letter, its approval/signature and dispatch of the signed letter. The use of e-Office by the rank and file of the CGST and Customs officers in their day to day work would lead to speedier decision making, transparency, accountability, and positive impact on the environment by cutting down the use of paper and printing.

Of particular relevance in the present-day challenging situation arising due to COVID-19 is that e-Office would help avoid contact with physical files thereby preventing possible transmission of any virus. Also, e-Office ensures enhanced security as no file or document can be altered or destroyed or backdated. An in-built monitoring mechanism would identify where the files are held up enabling quick disposal and faster decision making.

Members are requested to take note of this trade facilitation measure announced by MOF vide below PIB release.

<https://www.pib.gov.in/PressReleasePage.aspx?PRID=1631672>

This is for your information.

Best regards

Plexconcil Team

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