



GOVERNMENT OF INDIA
प्रधान मुख्य आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER

केन्द्रीय वस्तु एवं सेवा कर, कोलकाता क्षेत्र
CENTRAL GOODS SERVICE TAX AND CENTRAL EXCISE, KOLKATA ZONE

केन्द्रीय वस्तु एवं सेवा कर भवन, दुसरा तल, 180, शांतिपल्ली, आर. बी. कनेक्टर, कोलकाता - 700 107
Central GST Bhawan (2nd Floor), 180 Shantipally, R. B. Connector, Kolkata -700 107

FAX NO. 033-2441-6834/6798, PHONE NO. 033-24416797 / 6842, Email: cckolkatazone@yahoo.co.in

V(30)227/CGST & CX/Pr.CCO/TRG(IND) Kol/19/pt-2/9901 to 9913

Date:- 09/11/2020

To
The Principal Commissioner/Commissioner,
Central GST & CX, Kolkata North / South / Howrah / Haldia /
Bolpur / Durgapur Audit / Siliguri/ Siliguri Appeal /
Audit-I / Audit-II / Appeal-I /Appeal-II Commissionerate

Sir,

Sub: Two-days' online training on " New Functionalities on GST Portal" for
CBIC officers in coordination with GSTN on 10 & 11 November, 2020 from
1030 Hours to 1730 Hours-reg.

Enclosed please find a copy of e-mail received on 07.11.2020 on the above mentioned
subject.

NACIN, Faridabad in coordination with GSTN has scheduled two-days online training
on 10 & 11 November, 2020 from 1030 Hours to 1730 Hours on the captioned subject.

In this regard, it is requested that 20 suitable Officers in the rank of Inspector to Joint
commissioner level of your Commissionerate may be nominated for participating in the said
training by using the link as <https://gstnw.webex.com/meet/ankita> without fail.

Encl: As above.

Yours faithfully,

K. Surya Teja
(K G V N Surya Teja)

Additional Commissioner
Office of the Pr. Chief Commissioner

Spot System
to be uploaded
on website

12/11/2020

ccu-cexkoa@nic.in

Email

Re: Two-days' online training on "New Functionalities on GST Portal" for CBIC officers in coordination with GSTN on 10 & 11 November, 2020 from 1030 Hours to 1730 Hours -reg.

From : nacengst@gmail.com

Sat, Nov 07, 2020 05:23 PM

Subject : Re: Two-days' online training on "New Functionalities on GST Portal" for CBIC officers in coordination with GSTN on 10 & 11 November, 2020 from 1030 Hours to 1730 Hours -reg.

To : CCU CGST Bhubaneswar Zone <ccu-cexbbr@nic.in>, CCU CGST Kolkata Zone <ccu-cexkoa@nic.in>, CCO SHILLONG <ccshillo@nic.in>, CCU CGST Ranchi Zone <ccu-cexranchi@nic.in>

Cc : jdnacin@gmail.com, monika 88yadav <monika_88yadav@yahoo.com>, sanjay sharma <sanjay.sharma@gstn.org.in>, ankita@gstn.org.in, NACIN ZC Shillong <nacin.shillong@gov.in>, NACIN ZC KOLKATA <nacin.ztikolkata@gov.in>, NACIN Zonal Campus Bhubaneswar <nacinbbsr.od@gov.in>, Shashank Bhushan <rtinacin.ranchi@gov.in>

Madam/Sir,

Email dated 22.10.2020 may please be referred vide which letter F.No:NACIN/TRNG/IST/GST/2/2020-I-STRNG-O/oPrDG-NACIN-FARIDABAD dated 22.10.2020 has been forwarded requesting to send the details of nominated officers in excel format by 05.11.2020 so that the link may be shared for the 4th phase of online training for Bhubaneshwar, Kolkata, Ranchi and Guwahati Zone. Till today nominations are yet to receive.

However, to make our efforts in coordination with GSTN for updating the field formation on the captioned subject, the link for Two-days' Training (Fourth Phase) on "New Functionalities on GST Portal" to be conducted on **10 & 11 November, 2020** on WebEx to join the session as provided by GSTN is being shared with your office to enable the officers from your Zones to join accordingly. The link is as follows:

<https://gstnw.webex.com/meet/ankita>

The training is scheduled to **start at 10:30 am**, and officers can begin to join in advance, as link will be **activated at 10:15 AM each day for morning session** and **02:15 PM for afternoon** session.

Regards,
GST Cell,
NACIN, Faridabad

On Thu, Oct 22, 2020 at 2:59 PM NACEN GST <nacengst@gmail.com> wrote:
Madam/Sir

Please find attached the letter F.No:NACIN/TRNG/IST/GST/2/2020-I-STRNG-O/oPrDG-NACIN-FARIDABAD dated 22.10.2020 vide which it has been requested to nominate the officers of Superintendent grade and above from the Bhubaneswar, Kolkata, Guwahati and Ranchi Zones for the online training on the captioned subject in the excel format from the by 05.11.2020.

regards,
GST Cell,
NACIN, Faridabad

Email

ccu-cexkoa@nic.in

*ST/try
K.V.*

RE: Two-days' online training on "New Functionalities on GST Portal" for CBIC officers in coordination with GSTN on 10 & 11 November, 2020 from 1030 Hours to 1730 Hours -reg.

From : rajeev agarwal <rajeev.agarwal@gstn.org.in>

Tue, Nov 03, 2020 05:28 PM

Subject : RE: Two-days' online training on "New Functionalities on GST Portal" for CBIC officers in coordination with GSTN on 10 & 11 November, 2020 from 1030 Hours to 1730 Hours - reg.

To : cusbbsr1@gmail.com, AuditBHUBANESHWAR AuditBHUBANESHWAR <commradt-cexbbr@nic.in>, CCU CGST Kolkata Zone <ccu-cexkoa@nic.in>, CCU CGST Ranchi Zone <ccu-cexranchi@nic.in>, CCO SHILLONG <ccshillo@nic.in>

03 NOV 2020

Cc : manish sinha <manish.sinha@gstn.org.in>, sanjay sharma <sanjay.sharma@gstn.org.in>, ankita@gstn.org.in, CCVisakhapatnam GST <commr-cexvzg@nic.in>, CCU CGST GST CEX CUSTOMS Visakhapatnam Zone <ccu-cexvzg@nic.in>, NareshPenumaka <naresh.penumaka@gov.in>, VISAKHAPATNAM-I VISAKHAPATNAM-I <commr-cexvzg1@nic.in>, commr-cexguntur@nic.in, haimogili@gmail.com, TIRUPATI TIRUPATI <commr-cextirupati@nic.in>, haimogili@gmail.com, PrincipalCommissioner CustomHouseVisakhapatnam <prcomm1-cusvzg@gov.in>, D Krishna Srinivas <srinivas.d63@gov.in>, Sarbeswar Nayak <commrprev-cusbbsr@nic.in>, cusbbsr1@gmail.com, dsahu2898@gmail.com, AuditBHUBANESHWAR AuditBHUBANESHWAR <commradt-cexbbr@nic.in>, Bijoy Kumar Kar Additional Com <bijoykumar@nic.in>, bijoykumar kar <bijoykumar_kar@rediffmail.com>, AppealBHUBANESHWAR AppealBHUBANESHWAR <commrappl-cexbbr@nic.in>, CCO SHILLONG <ccshillo@nic.in>, GV KRISHNA RAO <krishnagv.87@nic.in>, cexdivagt@gmail.com, vkgahlout72@gov.in, azlgstcomnr@gmail.com, songate@yahoo.com, RAVINDRA BANGAR <rr.bangar@gov.in>, cestdmr061301@gmail.com, ashikhieya@gmail.com, Guwahati CGST&CX Commissionerate <cceghy@nic.in>, Rajkumar Bhumijoy Singh <cgst.imphal@gov.in>, vkgahlout72@gov.in, Rajkumar Bhumijoy Singh <cgst.imphal@gov.in>, cexshill <cexshill@excise.nic.in>, knarendra2407@hotmail.com, AUDIT COMMISSIONERATE GUWAHATI <commradt-cexshng@nic.in>, Anil Ramteke <anil.ramteke@nic.in>, cex appeals-ghy <cex.appeals-ghy@nic.in>, shakthiraju@yahoo.com, AUDIT COMMISSIONERATE GUWAHATI <commradt-cexshng@nic.in>, CCU CGST Kolkata Zone <ccu-cexkoa@nic.in>, Bolpur Commissionerate <cexbolpu@excise.nic.in>, CGST and CX Haldia Commissionerate <haldia@nic.in>, HOWRAH CGST & CX COMM'TE. <comr2.kol-cex@nic.in>, howrahgst@gmail.com, kalkatanorth gst <kalkatanorth.gst@nic.in>, devendra v nagvenkar <devendra.v.nagvenkar@gov.in>, Siliguri Central Excise <siliguri@nic.in>, d66arora@gmail.com, cgstauditkol1@gmail.com, cgstauditkol1@gmail.com, roopamkapoor@gmail.com, CGST and C.Ex., Appeal - II, Kolkata <apps2-cgstcxkol@nic.in>, CGST and C.Ex., Appeal - II, Kolkata <apps2-cgstcxkol@nic.in>, "siliguri.@excise.nic.in"@gd9108.gstn.org.in>, pradipsuman@yahoo.com, CCU CGST Ranchi Zone <ccu-cexranchi@nic.in>, CCU CGST Ranchi Zone <ccu-cexranchi@nic.in>, cexjamsh <cexjamsh@excise.nic.in>, C.Ex. Patna <cexpatna@nic.in>, mbrseti63@yahoo.com, C.Ex. Patna <cexpatna@nic.in>, C.Ex. Patna <cexpatna@nic.in>, RANCHI-I RANCHI-I <commr-cexranchi1@nic.in>, cexranchi1@nic.in, Rajiv Ranjan Tripathi <cgst-auditranchi@nic.in>, Rajiv Ranjan Tripathi <cgst-auditranchi@nic.in>, AUDITPATNA AUDITPATNA <commradt-cexpatna@nic.in>, commrapplpat@gmail.com, CGST APPEALS RANCHI <commrappl-cexranchi@nic.in>, CGST APPEALS RANCHI <commrappl-cexranchi@nic.in>, Vivek Johri <vivekjohri.irs@gov.in>

sw
Adc (CCO)
Pl forward to
all Commissioner
for nominating
officer

5431
03/11/2020

Dear Sir/Madam,

Please refer to mail trail.

It is requested that for the trainings (as per schedule and details below), you may please nominate at least 20 officers from each Commissionerate.

Thanking you,
Yours faithfully

Rajeev Agarwal
SVP - Outreach & Capability Building
Goods And Services Tax Network (GSTN)

East Wing, 4th Floor, World Mark - 1, Aerocity | New Delhi - 110 037

16-120/Kol
3-11-2020

From: Ankita [mailto:ankita@gstn.org.in]

Sent: 28 October 2020 12:11

To: commr-cexvzg@nic.in; ccu-cexvzg@nic.in; naresh.penumaka@gov.in; commr-cexvzg1@nic.in; commr-cexguntur@nic.in; haimogili@gmail.com; commr-cextirupati@nic.in; haimogili@gmail.com; prcomm1-cusvzg@gov.in; srinivas.d63@gov.in; commrprev-cusbbsr@nic.in; cusbbsr1@gmail.com; dsahu2898@gmail.com; commradt-cexbbr@nic.in; bijoykumar@nic.in; bijoykumar_kar@rediffmail.com; commrappl-cexbbr@nic.in; ccshillo@nic.in; krishnagv.87@nic.in; cexdivagt@gmail.com; vkgahlout72@gov.in; azlgstcomnr@gmail.com; songate@yahoo.com; rr.bangar@gov.in; cestdmr061301@gmail.com; ashikhiya@gmail.com; cceghy@nic.in; cgst.imphal@gov.in; vkgahlout72@gov.in; cgst.imphal@gov.in; cexshill@excise.nic.in; knarendra2407@hotmail.com; anil.ramteke@nic.in; anil.ramteke@nic.in; cex.appeals-ghy@nic.in; shakthi-raju@yahoo.com; commradt-cexshng@nic.in; ccu-cexkoa@nic.in; cexbolpu@excise.nic.in; haldia@nic.in; comr2.kol-cex@nic.in; howrahgst@gmail.com; kalkatanorth.gst@nic.in; devendra.v.nagvenkar@gov.in; silliguri@nic.in; d66arora@gmail.com; cgstauditkol1@gmail.com; cgstauditkol1@gmail.com; roopamkapoor@gmail.com; apps2-cgstcxkol@nic.in; apps2-cgstcxkol@nic.in; "silliguri.@excise.nic.in"@gd9108.gstn.org.in; pradipsuman@yahoo.com; ccu-cexranchi@nic.in; ccu-cexranchi@nic.in; cexjamsh@excise.nic.in; cexpatna@nic.in; mbrseti63@yahoo.com; cexpatna@nic.in; cexpatna@nic.in; commr-cexranchi1@nic.in; cexranchi1@nic.in; cgst-auditranchi@nic.in; cgst-auditranchi@nic.in; commradt-cexpatna@nic.in; commrapplpat@gmail.com; commrappl-cexranchi@nic.in; commrappl-cexranchi@nic.in

Cc: manish.sinha@gstn.org.in; Rajeev Agarwal <rajeev.agarwal@gstn.org.in>; Sanjay Kumar Sharma <sanjay.sharma@gstn.org.in>; Rafi Ahamed Kidwai <rafi.kidwai@gstn.org.in>

Subject: RE: Two-days' online training on "New Functionalities on GST Portal" for CBIC officers in coordination with GSTN on 10 & 11 November, 2020 from 1030 Hours to 1730 Hours -reg.

Respected Sir/Ma'am,

1. Please see trailing mail from NACIN dated 22.10.2020 and also the NACIN's letter, dated 22.10.2020, attached herewith.
2. GSTN will be conducting online training for Tax Officers of CBIC of your Zone/Commissionerate, on the functionalities recently implemented on the GST Portal for the taxpayers, as per details given below.
3. This training will only cover the Front Office (FO) Modules of GST Portal i.e. taxpayer functionalities. This training will not cover the Back Office (BO) Modules i.e. tax official functionalities, as CBIC has their own back end System (for which training is not to be provided by GSTN).
4. You are requested to nominate as many officers as possible from your Zone/Commissionerate from Inspector level onwards up to the Joint Commissioner level.
5. You are also requested to mail the total number of officers who will be attending these sessions from your Zone/Commissionerate to Ms Ankita, Superintendent, CBIC at mail id ankita@gstn.org.in with copy to Sh. Sanjay Sharma, Deputy Commissioner, CBIC at mail id sanjay.sharma@gstn.org.in.
6. Kindly note that at least 20 officers should be nominated from your Zone/Commissionerate. You are not required to send names of the nominated officers to GSTN, but only the total number of officers attending the training.
7. The details of the training schedule is as given below:

Training being conducted for GST zones	Bhubaneswar, Kolkata, Guwahati and Ranchi	
Date	10 th November (Tuesday) and 11 th November (Wednesday), 2020	
Timing of sessions (on both days)	Session 1 (Forenoon)	10.30 am to 01.30 pm
	Session 2 (Afternoon)	02.30 pm to 05.30 pm
WebEx link for joining the training session	https://gstnw.webex.com/meet/ankita (will be activated 15 mins prior to session time)	
You Tube Link	will be activated if WebEx capacity is exceeded and will be created and shared in advance, if required	

8. Agenda of the training is as follows:

Session number	Time	Module	Detailed Description
1	10.30am to 01.30pm	Registration & Miscellaneous	Aadhar Authentication in GST Registration
			Application for Amendment of Registration - Core Fields
			Application for Revocation of Cancellation of Registration
			Intimation of Voluntary Payment - DRC-03
			Payment towards Demands
			Viewing Notices and Orders & Replying to Notices
			Search Taxpayer functionality on GST Portal
			Navigation of "Comparison of liability declared and ITC claimed"
2	02.30 pm to 05.30 pm	Returns	Transfer of amounts between different Heads in cash ledger (PMT-09)
			Auto-population of liabilities from GSTR-1 in GSTR-3B for Monthly Taxpayer
			Delinking of credit/debit notes with invoices in GSTR-1
			Delinking of credit / debit notes from invoices in GSTR-6
			NIL filing of GSTR-1 and GSTR-3B through SMS
			Providing detail of invoices considered for computation in table 8A of GSTR-9
3	10.30am to 01.30pm	Returns	Recent enhancements in Form GSTR-2A
			Matching Tool for GSTR-2B and purchase register
			GSTR-2B - Documents considered for ITC computation for the month based on Cut-off date
4	02.30 pm to 05.30 pm	Refund	Provision to make amendment, multiple times, in Table 4 of Form GSTR-8
			Processing of Refund in Form RFD-01 for zero rated supplies
			Impact of credit/debit note delinking
			Changes in validations in refund application form
			Clubbing of financial years in a refund application
RFD-01B Amendment changes (RFD-01C)			

9. This is for information and necessary action please.

Regards,

Ankita

Superintendent, CBIC

Assistant Manager(OCB),

GSTN.

From: NACEN GST [mailto:nacengst@gmail.com]

Sent: 22 October 2020 15:00

To: CC CX NIC BHUBANESHWAR; Chief Commissioner's Office, C.Ex., Kolkata; CCO SHILLONG; CC CX NIC RANCHI

Cc: RAJESH KUMAR; Monika Yadav; NACIN ZTI Bhubaneswar; NACIN ZC KOLKATA; Shashank Bhushan; Shashank Bhushan; Nacen Shillong Admin; Sanjay Kumar. Sharma; ankita

Subject: Two-days' online training on "New Functionalities on GST Portal" for CBIC officers in coordination with GSTN on 10 & 11 November, 2020 from 1030 Hours to 1730 Hours -reg.

Madam/Sir

Please find attached the letter F.No:NACIN/TRNG/IST/GST/2/2020-I-STRNG-O/oPrDG-NACIN-FARIDABAD dated 22.10.2020 vide which it has been requested to nominate the officers of Superintendent grade and above from the Bhubaneswar, Kolkata, Guwahati and Ranchi Zones for the online training on the captioned subject in the excel format from the by 05.11.2020.

regards,

GST Cell,

NACIN, Faridabad

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राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं नार्कोटिक्स अकादमी
भारत सरकार, वित्त मंत्रालय, राजस्व विभाग
नासिन कॉम्प्लेक्स, सेक्टर-29, फरीदाबाद-121008

NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS
Government of India, Ministry of Finance, Department of Revenue
NACIN Complex, Sector-29, Faridabad-121008

ई-मेल / E-mail : dg.nacen-cbec@nic.in

फोन / Telephone : 0129-2504652-54

फैक्स / Fax : 0129-2504632

F.No:NACIN/TRNG/IST/GST/2/2020-I-STRNG-O/oPrDG-NACIN-FARIDABAD

dated: 22.10.2020

To,

Pr. Chief Commissioner/ Chief Commissioner,
GST & Central Excise Zone,
Ahmedabad, Jaipur, Mumbai, Nagpur, Pune and Vadodara.

Madam/Sir,

Subject: Two-days' online training on "New Functionalities on GST Portal" for CBIC officers in coordination with GSTN on 10 & 11 November, 2020 from 1030 Hours to 1730 Hours -reg.

National Academy of Customs, Indirect Taxes & Narcotics (NACIN), Faridabad in coordination with GSTN, is organizing four separate **two-days'** online training on "**New Functionalities on GST Portal**" for officers of the grade of Superintendent and above. Since the online platforms have a limited capacity, it has been decided to divide CGST Zones under CBIC in four groups as follows:

- Group (I) Bhopal, Chandigarh, Delhi, Lucknow, Meerut and Panchkula
- Group (II) Ahmedabad, Jaipur, Mumbai, Nagpur, Pune and Vadodara
- Group (III) Bengaluru, Chennai, Hyderabad, Trivandrum and Visakhapatnam
- Group (IV) Bhubaneswar, Kolkata, Guwahati and Ranchi

2. The training for the fourth phase is being organized for Zones mentioned in Group (IV) on 10 & 11 November, 2020 from 1030 Hours to 1730 Hours.

3. It is requested to nominate officers of the grade of Superintendent and above from the Zones mentioned in Group (IV) for the said online training. The details may please be sent in the following format in EXCEL:

Sr. No	Name of Officer	Employee ID	Designation	Place of Posting	Zone	Mobile No.	Email ID (in capital letters)

4. Details of nominated officers may please be sent by 05th November, 2020 before 1700 Hours to this office by email ONLY AT EMAIL ID: **NOMINATIONS-GST@GOV.IN** with the captioned subject in the subject field of the email. Details of the web-platform, web-link and appropriate instructions for participation in the Online Training will be directly sent to the participants by e-mail and they can participate in the Online Training by simply clicking on the link at the designated time. In case of any query/difficulty, Shri P.K. Sinha, Addl. Assistant Director (Mob: 9910510842) may please be contacted.

Yours faithfully,

(Rajesh Kumar)
Joint Director

राजेश कुमार
RAJ:
संयुक्त
JOINT DIRECTOR