भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
प्रधान आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER
केन्द्रीय उत्पाद शुल्क, सीमा शुल्क और सेवा कर
CENTRAL EXCISE, CUSTOMS & SERVICE TAX
कोच्चिन, COCHIN
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
आई. एस. प्रेस रोड, कोच्चि, I.S. PRESS ROAD, KOCHI-682 018
E-mail: cexcochi@nic.in Fax: 0484-2390608 Phone: 0484-2390404

C.No.II/7/2/2014-Estt. Date: 19.05.2017

ESTABLISHMENT CIRCULAR NO. 7 /2017

Attention is invited to the following letter received from the Ministry of Finance:-

Sl. No.	Letter No. and date	Subject
1.	C.No.IV/16/116/2017 CC(KZ) GST Cell dated 15.05.2017	Re-Organisation-Infrastructure proposals relating to formation in GST Regime -reg

Copy of the mentioned letter may be downloaded from the website of Cochin commissionerate - www.cenexcisekochi.gov.in for information.

[B G Krishnan]
Deputy Commissioner [P&V]

To

1. **The DC/AC of divisions under Cochin commissionerate.**
2. **All Section Heads in Headquarters Cochin.**
3. **The Superintendent (EDP) for uploading in website.**
4. **Notice Board, Hqrs Cochin.**
5. **Notice Board, Central Excise Bhavan, Kathrikadavu.**

Copy to:

1. **The Deputy Commissioner (CCO), Hqrs Cochin for information.**

प्रधान आयुक्त के कार्यालय सीमा शुल्क एवं केन्द्रीय उत्पाद शुल्क
OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL EXCISE & CUSTOMS
17 MAY 2017
COCHIN-18
कोचीन -18

E-MAIL/FAX/SPEEDPOST

भारत सरकार **GOVERNMENT OF INDIA**
वित्त मंत्रालय **MINISTRY OF FINANCE**
राजस्व विभाग **DEPARTMENT OF REVENUE**
मुख्य आयुक्त का कार्यालय
OFFICE OF THE CHIEF COMMISSIONER
केन्द्रीय उत्पाद शुल्क, सीमा शुल्क और सेवा कर
CENTRAL EXCISE, CUSTOMS & SERVICE TAX
कोच्चिन क्षेत्र, **COCHIN ZONE**
केन्द्रीय राजस्व भवन, **CENTRAL REVENUE BUILDING**
आई.एस.प्रेस रोड, कोच्चि, **I.S. PRESS ROAD, KOCHI-682 018**

E-mail: cccochin@nic.in Fax: 0484-2397614 Phone: 0484-2394100/0404

C.No.IV/16/116/2017 CC(KZ) GST CELL **Date:15.05.2017**

To

The Principal Commissioner of Central Excise
Cochin
The Commissioner of Central Excise,
Trivandrum / Calicut /Audit

Sub: Re-organization-Infrastructure proposals relating to formations in GST Regime- Reg.

Enclosed, please find a copy of letter F.No.916/02/PMC/HRD-ID/2016 dated 31.03.2017 from the DGHRD(Infrastructure & Welfare Wing), Central Excise & Customs, New Delhi.

2. Preparing for the rollout of the Goods and Services Tax (GST), The Central Board of Excise and Customs (CBEC) has started working on the proposals for re-organization of the offices at all levels and set timelines for administrative preparedness.

3. Accordingly, the new GST Commissionerates/Divisions & Ranges are proposed to be notified shortly as per the letter of DGHRD dated 13.05.2017 and in terms of letter dated 31.03.2017 of DGHRD, the officers posted to the respective formation may have to take charge latest by 1st of June, 2017. Since it is proposed to have a GST office at every Taluk of the State, the existing offices are likely to be re-located to such places notified by the Board.

4. In the meanwhile, it is proposed to move ahead with the process of implementation of the Re-organisation exercise. In this connection, please find enclosed the details of proposed draft GST Commissionerates, Division offices and

Range offices. The Commissionerates are requested to initiate action to identify suitable buildings for housing the GST offices in their jurisdiction and proposals may be sent to this office for taking up the matter with DG(HRD), if required, on a priority basis. In cases where administrative approval and expenditure sanction is required from the Ministry, proposals, complete in all respects, as per Infrastructure Manual, 2015 may be sent expeditiously to enable forwarding the same and to get the requisite approvals from the competent Authority.

5. Further, the requirement of funds, if any, for taking the office accommodation on hiring or purchase may also be communicated, separately.

6. Also, Division officers / Range officers under your charge may be requested to **prepare and forward a chart listing out all the files and documents/Registers etc. maintained/ available in the office** urgently and the formation wise list so received may be sent to **GST Cell-CC Office** so as to reach this office positively by **25th May, 2017**.

7. It is requested that the above matters may be accorded utmost priority having regard to the urgency of preparedness for the smooth roll out of GST.

Encl:as above.

Sd/-

(Pullela Nageswara Rao)
Chief Commissioner
Cochin Zone

The details of jurisdiction of Divisions/Ranges under the 3(three) Proposed Draft GST Tax Payers Services Commissionerates of Kerala Zone

I. Kochi GST (Tax Payer Services) Commissionerate

1. Chalakudy Division:

Name of the formation		Locations of office
Chalakudy Division		Will be situated at Chalakudy
1	Irinjalakuda Range	Irinjalakuda,
2	Chalakudy Range	Chalakudy
3	Kodungallur Range	Kodungallur
4	Amballur Range	Amballur

2. Aluva Division

Name of the formation		Locations and PIN Codes
Aluva Division		Will be situated at Aluva
1	Aluva Range	Aluva
2	Angamaly Range	Angamali
3	Paravur Range	Paravur
4	Eloor Range	Eloor

3. Thrissur Division:

Name of the formation		Locations and PIN Codes
Thrissur Division		(Will be situated at Thrissur)
1	Thrissur Range	Thrissur
2	Ayyanthole Range	Ayyanthole

3	Chembukkavu Range	Chembukkavu
4	Guruvayoor Range	Guruvayoor
5	Kunnamkulam Range	Kunnamkulam

4. Ernakulam Division

Name of the formation		**Ranges and PIN Codes/Division of Suppliers**
Ernakulam Division		The division will be located at Kathrikadavu, Kochi
1	Ernakulam Range-1	Kathrikadavu, Kochi
2	Ernakulam Range-2	Kathrikadavu, Kochi
3	Ernakulam Range-3	Kathrikadavu, Kochi
4	Ernakulam Range-4	Kathrikadavu, Kochi
5	Ernakulam Range-5	Kathrikadavu, Kochi
6	Ernakulam Range-6	Kathrikadavu, Kochi
7	Kavaratti Range	To be located at Kavaratti

5. Kakkanad Division

Name of the formation		**Ranges and PIN Codes/Division of Suppliers**
Kakkanad Division		This division will be located at Kakkanad
1	Kakkanad Range-1	Kakkanad
2	Kakkanad Range-2	Kakkanad

3	Kakkanad Range-3	Tripunithura
4	Kakkanad Range-4	Tripunithura
5	Kakkanad Range-5	Tripunithura
6	Petroleum Products Range	BPCL Refinery

6. Perumbavoor Division

Name of the formation		Locations and PIN Codes
Perumbavoor Division		This division will be located at Perumbavoor
1	Kizhakkambalam Range	Kizhakkambalam
2	Kolencherry Range	Kolencherry
3	Perumbavoor Range	Perumbavoor
4	Kothamangalam Range	Kothamangalam
5	Muvattupuzha Range	Muvattupuzha

7. Idukki Division

Name of the formation		Locations and PIN Codes
Idukki Division		This division will be located at Thodupuzha
1	Vandiperiyar Range	Vandiperiyar
2	Kattappana Range	Kattappana
3	Thodupuzha Range	Thodupuzha
4	Munnar Range	Munnar

II. Kozhikode GST (Tax Payers Services) Commissionerate

1. Kannur Division

Name of the formation		Locations and PIN Codes
Kannur Division		(Will be located at Kannur)
1	Kannur-I Range	Kannur
2	Kannur-II Range	Kannur
3	Thalassery Range	Thalasserry
4	Thaliparamba Range	Thaliparamba
5	Kasaragod Range	Kasaragod
6	Kanhangad Range	Kanhangad

2. Kozhikode Rural Division:

Name of the formation		Locations and PIN Codes
Kozhikode Rural Division		Will be situated at Kozhikode City
1	Vadakara Range	Vadakara
2	Koyilandy Range	Koyilandy
3	Thamarassery Range	Thamarasserry
4	Kalpetta Range	Kalpetta
5	Sulthan Bathery	Sulthan bathery

3. Kozhikode Urban Division

Name of the formation		Locations and PIN Codes
Kozhikode Urban Division		Will be located at Kozhikode City
1	Kozhikode I Range	Kozhikode

2	Kozhikode II Range	Kozhikode
3	Kozhikode-III Range	Kunnamangalam
4	Kozhikode-IV Range	Mavoor
5	Ramanattukara Range	Ramanattukara

4. Malappuram Division

Name of the formation		**Locations and PIN Codes**
Malappuram Division		Will be located at Malappuram Town
1	Manjeri Range	Manjeri
2	Perinthalmanna Range	Perinthalmanna
3	Malappuram Range	Malappuram
4	Tirur Range	Tirur
5	Kondotty Range	Kondotty

5. Palakkad Division

Name of the formation		**Locations and PIN Codes**
Palakkad Division		Will be located at Palakkad Town
1	Ottappalam Range	Ottappalam
2	Alathur Range	Alathur
3	Chittur Range	Chittur
4	Palakkad North Range	Palakkad
5	Palakkad South Range	Palakkad South

III. ThiruvananthapuramGST (Tax Payer Services)Commissionerate

Alappuzha Division

Name of the formation		Locations and PIN Codes
Alappuzha Division		The division will be located at Alappuzha
1	Alappuzha Range	Alappuzha
2	Cherthala Range	Cherthala
3	Kayamkulam Range	Kayamkulam
4	Chengannur Range	Chengannur

1. Kottayam Division

Name of the formation		Locations and PIN Codes
Kottayam Division		Will be located in Kottayam Town
1	Kottayam I Range	Kottayam
2	Kottayam II Range	Kottayam
3	Changanacherry Range	Changanacherry
4	Mundakkayam Range	Mundakayam
5	Pala Range	Pala

2. Pathanamthitta Division

Name of the formation		Locations and PIN Codes
Pathanamthitta Division		Willbe located at Pathanamthitta
1	Thiruvalla Range	Thiruvalla
2	Pathanamthitta Range	Pathanamthitta
3	Adoor Range	Adoor

4	Ranni Range	Ranni

3. Kollam Division

Name of the formation		Locations and PIN Codes
Kollam Division		Will be located at Kollam
1	Kollam City Range	Kollam
2	Kottiyam Range	Kottiyam
3	Karunagappally Range	Karunagappaly
4	Kottarakkara Range	Kottarakara
5	Punalur Range	Punalur

4. Thiruvananthapuram North Division

Name of the formation		Locations and PIN Codes
Thiruvananthapuram North Division		Will be located at Thiruvananthapuram City
1	Nedumangad Range	Nedumangad
2	Attingal Range	Attingal
3	Kazhakoottam Range	Kazhakoottam
4	Pattom Range	Trivandrum
5	Veli Range	Trivandrum

5. Thiruvananthapuram South Division

Name of The Formation		Locations and PIN Codes
Thiruvananthapuram South Division		Will be located at Thiruvananthapuram City
1	Neyyatinkara Range	Neyyatinkara
2	Kattakkada Range	All the Kattakada

3	Pappanamcode Range	Pappanamcode
4	Chalai Range	Chalai
5	Statue Range	Trivandrum City
6	Thiruvallam Range	Valiyathura/Kovalm

GST (Audit) Commissionerate – Kochi

No	Circle	Divisions	Location of Audit Circle
1	Audit Circle 1	Thiruvananthapuram North and Thiruvananthapuram South	Thiruvananthapuram
2	Audit Circle 2	Kollam and Pathanamthitta	Kollam
3	Audit Circle 3	Kottayam and Alappuzha	Kottayam
4	Audit Circle 4	Ernakulam and Aluva	Kochi
5	Audit Circle 5	Kakkanad, Perumbavoor and Idukki	Perumbavoor
6	Audit Circle 6	Chalakudy and Thrissur	Thrissur
7	Audit Circle 7	Malappuram and Palakkad	Palakkad
8	Audit Circle 8	Kannur, Kozhikode Urban and Kozhikode Rural	Kozhikode

GST (Appeals) Commissionerate – Kochi

GST (Appeals) Commissionerate	State of Kerala and Union Territory of Lakshadweep