

DEPARTMENT OF TRADE AND TAXES, GOVT. OF NCT OF DELHI
VYAPAR BHAWAN, ITO, NEW DELHI
(HR BRANCH)

Sub: Minutes of the Review Meeting

Please find enclosed herewith Minutes of the Review Meeting held on 13.10.2017 at 2:30 PM under the Chairmanship of the Commissioner (State Tax) for information and necessary action.


ASSTT. COMMISSIONER (HR)

No.F.ACTT/HR & Zone-I to V/T&T/2015-16/10719-25

Date: 18.10.2017

Copy to:-

1. All SCTT/ACTT/JCTT/Ward/Branch Incharges.
2. Controller of Accounts.
3. PS to CVAT
4. Jt Director (IT), EDP Branch with request to upload the minutes on the department's website.
5. PS/PA to Spl. /Addl. / Jt Commissioner with request to forward the minutes to all ward Incharges of their concerned zone.
6. Asstt. Commissioner (System)
7. Guard File.

EDB/
23/10/2017

Qen/
23.10.2017

SEA/
AP (Sachin)

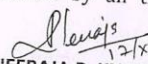
29/10/17

MINUTES OF MEETING

Minutes of review meeting Chaired by Commissioner (State Tax) with Spl. Commissioner, Addl. Commissioner and Jt. Commissioner, held on 13-10-2017.

Sr. No.	Issues Discussed	Decision Taken	Action to be Taken By
1.	Recovery related issues	<ul style="list-style-type: none">A training session may be organized to impart training regarding the procedure to be adopted while dealing with recovery cases at ward level.	Spl. Commissioner (Recovery)
2.	OHA related issues	<p>It was directed that:-</p> <ul style="list-style-type: none">List of OHA cases should be prepared ward wise by OHAs in two categories i.e. below Rs.5 lacs and above Rs.5 lacs.Report of disposal of OHA cases will be reviewed fortnightly in SOM meetings.All the Zonal Incharges may randomly check the orders passed while disposing of cases by SOHA, pertaining of their Zones.In view of huge pendency of OHA cases, a proposal to nominate some Asstt. Commissioners as SOHA may be moved by HR Branch after which cases below Rs.5 lacs may be put up for approval.	<p>All OHAs</p> <p>All OHAs</p> <p>All Zonal Incharges</p> <p>Spl. Commissioner (HR)</p>
3.	VAT related issues	<ul style="list-style-type: none">All the Ward Incharges are directed to frame the assessment of the dealers under their jurisdiction for the Assessment year 2013-14 on priority.	All Ward Incharges

It was further desired that Action Taken Report be furnished by all the Concerned at least 24 hours before the next meeting.


NEERAJA R. KUMAR
ASSTT. COMMISSIONER (HR)