



मुख्य आयुक्त का कार्यालय  
**OFFICE OF THE CHIEF COMMISSIONER**  
केन्द्रीय उत्पाद शुल्क, सीमा शुल्क एवं सेवाकर, वडोदरा क्षेत्र  
**CENTRAL EXCISE, CUSTOMS & SERVICE TAX, VADODARA ZONE**  
द्वितीय तल, केन्द्रीय उत्पाद शुल्क भवन, रेसकोर्स सर्कल, वडोदरा-390 007 (गुजरात)  
2<sup>nd</sup> Floor, Central Excise Building, Race Course Circle, Vadodara - 390 007 (Gujarat)  
दूरभाष सं./Telephone No. : 0265-2331002, फेक्स सं./Fax No. : 0265-2339226

**TRADE NOTICE NO. 14/2014**

**Sub: Steps to be taken on ACES for implementation of cadre review and transitional arrangement.**

Attention of all concerned is invited to Trade Notice No. 01/2014 to 13/2014 issued by this office in pursuance to the implementation of Cadre Restructuring.

2. The transitional arrangements made are as under:

1. PROCEDURE FOR OBTAINING NEW REGISTRATION AFTER 15<sup>TH</sup> OCTOBER, 2014.

All the assessees proposing to take Central Excise/Service Tax registration on or after 15<sup>th</sup> October, 2014 should do so as per the new jurisdiction given in the Trade Notice. However, as updation of the new jurisdiction in ACES( computer systems) may take some time, the new assessees would be allowed to apply for new registration based upon the existing jurisdiction. In other words, a new registrant may apply for registration by giving details of Commissionerate, Division and Range (CDR) as if no change has taken place, by indicating the existing territorial jurisdiction till the updation of jurisdiction takes place in the ACES. Once Aces is updated, automatic changes would be made by the system at the back end for assigning new Commissionerate, Division and the Range details, to the new applicants who would be intimated. It is further clarified that the Registration No. of the existing assessee would not change even after creation of the new Commissionerates. This procedure would also be applicable for amendment in existing registration sought after 15<sup>th</sup> October, 2014.

2. RETURNS AND PAYMENT OF CENTRAL EXCISE DUTY / SERVICE TAX DURING THE TRANSITIONAL PERIOD

As mentioned above, updation in the ACES to incorporate new jurisdiction of all assessees may take some time. However, the assessees would be able to file their Returns, make payments of Central Excise Duty/ Service Tax or carry out any other activity with the ACES or through the banks with the existing jurisdiction details only. It is clarified that till updation in ACES is carried out, assessees would be able to carry out all their key business process based on the present jurisdiction.

3. NODAL OFFICERS TO ASSIST THE ASSESSEES DURING THE TRANSITIONAL PERIOD

As a consequence of Cadre Restructuring, there is likely to be movement of files from one office to another office and office premises may also change. Therefore, in order to minimize the inconvenience to Trade and Industry, it has been decided to nominate one officer at the level of D.C/A.C and one Supdt. for each of the newly created Commissionerates. Assesseees having problems regarding jurisdiction or acceptance of documents or any other issue, may contact these nodal officers whose names will be given in the individual Commissionerate wise Trade Notice.

4. ADDRESS OF THE NEW OFFICES

Office addresses of the Principal Commissioner/Commissioner and Commissioner (Audit) are indicated in the Annexure to this Trade Notice. However, it is clarified that these are temporary addresses and may change when the offices shifts to new premises; trade and industry would then be accordingly intimated.

5. PAYMENT OF DUTY AS PER OLD CDR CODES

After 15<sup>th</sup> October, 2014 and till the process of migration to new CDR is completed, assesseees would continue to pay duty using their existing CDR code( Commissionerate, Division and Range code) so that there is no difficulty in paying duty.

6. INFORMATION TO ASSESSEES REGARDING NEW LOCATION CODE

Once migration is completed, auto generated emails would be sent to the assesseees by the Directorate General of Systems informing them of the new location codes. Besides, there will be a facility in ACES and EASIEST websites in which the assesseees can enter the registration number to see their new location code. Further, tickers will be put on CBEC and ACES websites for the same. Therefore, assesseee is not required to visit range/division for the aforesaid purpose.

3. All the trade associations/Chambers of Commerce and members of RAC are requested to publicize the contents of this Trade Notice amongst their members/constituents for information and necessary action.

  
 (Indrajit Dasgupta)  
 Chief Commissioner

F.No. II/39-17/CCO/2011 Pt.I Dated: .10.2014

Copy to: 1) As per Mailing List  
2) Website

## Annexure to the Trade Notice No. 14/2014

Sl No (1)	OFFICE (2)	ADDRESS (3)
<b>EXECUTIVE COMMISSIONERATES</b>		
1	Principal Commissioner of Central Excise & Service Tax , Vadodara-I	Central Excise & Customs Building, Race Course Circle, Vadodara- 390007
2	Principal Commissioner of Central Excise & Service Tax , Vadodara-II	Arkee Garba Ground, Nr. Telephone Exchange, Subhanpura, Vadodara-390023
3	Commissioner of Central Excise & Service Tax, Anand	Near Railway Station, Behind Old S. T. Depot, Anand-388 001.
4	Commissioner of Central Excise & Service Tax, Surat-I	New Central Excise Building, Opp. Gandhi Baug, Chowk Bazar, Surat-395001
5	Commissioner of Central Excise & Service Tax, Surat-II	New Central Excise Building, Opp. Gandhi Baug, Chowk Bazar, Surat-395001
6	Commissioner of Central Excise & Service Tax, Bharuch	Plot No. C/4/9, Behind Roshan Cinema, G.I.D.C. Ankleshwar, District-Bharuch, Gujarat
7	Commissioner of Central Excise & Service Tax, Daman	3rd Floor, Adarshdham Building, Daman Road, Vapi-396 191
8	Commissioner of Central Excise & Service Tax, Silvassa	4th Floor, Adarshdham Building, Daman Road, Vapi-396 191
9	Commissioner of Central Excise & Service Tax, Valsad	5th Floor, Adarshdham Building, Daman Road, Vapi-396 191
<b>AUDIT COMMISSIONERATES</b>		
10	Commissioner of Central Excise & Service Tax, Vadodara Audit-I	Arkee Garba Ground, Nr. Telephone Exchange, Subhanpura, Vadodara- 390 023
11	Commissioner of Central Excise & Service Tax, Vadodara Audit-II	New Central Excise Building, Opp. Gandhi Baug, Chowk Bazar, Surat-395 001
12	Commissioner of Central Excise & Service Tax, Vadodara Audit-III	Adarshdham Building, Daman Road, Vapi-396 191

## MAILING LIST

1. The Revenue Secretary, Ministry of Finance, New Delhi.
2. The Chairman, Central Board of Excise and Customs, New Delhi.
3. The Member( L & J)/ Member ( P & V)/ Member(Central Excise)/Member( Budget, Service Tax & Computerisation)/ Member(Customs), Central Board of Excise and Customs New Delhi.
4. The Director General, Directorate General of Human Resource Development, New Delhi.
5. The Director General, Directorate General of Inspection, New Delhi.
6. The Director General, Directorate General of Central Excise Intelligence/Directorate of Revenue Intelligence, New Delhi.
7. The Commissioner, Central Excise & Service Tax, Vadodara-I, Vadodara-II, Anand, Bharuch, Surat-I, Surat-II, Valsad, Silvassa & Daman with a request to circulate to the members of RAC/PGRC/Trade Associations.
8. The Chief Vigilance officer, Central Board of Excise and Customs, New Delhi.
9. The ADG(Vig), NZU, New Delhi.
10. The Trade Associations.
11. The AD(OL) for Hindi Version.
12. Guard File.
13. Notice Board.