

OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE
NO.1, WILLIAMS ROAD, CANTONMENT,
TIRUCHIRAPALLI- 620 001.

TRADE NOTICE : 15 / 2008

DATED: 18 .09.2008.

Sub: C.Ex.- Setting up of Help Centre for small tax payers – Regarding.

The Hon'ble Finance Minister in his Budget Speech for the year 2005-2006, has proposed to set up Help Centres for small tax payers in co-operation with bodies like industry associations, institutes of professionals and NGOs. In pursuance of this proposal, Central Excise Commissionerate. Tiruchirapalli has established a Help Centre at the following address with effect from 01.07.2005.

District Chamber of Commerce Building,

167, Madurai Road,

Tiruchirapalli – 620 008.

Telephone Number: 0431-2700440

2. The Centre will function from 11.00 Hours to 17.45 Hours on all working days. Saturdays and Sundays will be holidays.
3. The prime objective of the Help Centre is to help honest tax payers among excise assesses, importers, exporters and service providers or any other person by providing an institutional mechanism for guiding and educating them in all matters relating to Central Excise, Service Tax and Customs. The Centre will make them aware of their rights and obligations as also advantages of tax compliance and consequences of non-compliance. The non-filers, stop-filers of Returns and defaulters of monthly payment of duty will also be an area of focus. Tax payers or any person proposing to pay tax may contact the officer in-charge at the above address / Phone Number and seek clarifications regarding Rules, Procedures, Forms and related matters. Copies of Circulars, Notifications issued by the Central Board of Excise & Customs can also be obtained from the Centre.
4. Resource persons for providing such help will consist of a Superintendent on full time basis under the direct supervision of the Additional Commissioner. The above officer will be assisted by a Committee. All the Officers of the Commissionerate of the rank of Joint Commissioner and above will be members of this Committee. Five authorized representatives of Tiruchirapalli based associations and professional bodies will also be working as members of the Committee. The names of the Five authorized representatives who have volunteered for this job and nominated to the Committee are given in the annexure.

Continued on page 2.

5. Help on simple matters will be provided by the departmental staff manning the Centre. On matters requiring detailed examination advice will be given by the Committee, which will meet at least once in a month. The Committee will also oversee the functioning of the Centre and give advice for its improvement. The members of the Committee will also act as point of contact and facilitators for needy persons wanting help from the Help Centre. It has to be noted that the Help Centre will not be a forum for grievance redressal for which a Public Grievance Committee is already operational in this Commissionerate.

6. The Chamber of Commerce / Trade Associations are free to avail the facility of "Help Centre", so as to achieve the objectives of the " Help Centre" set up in this Commissionerate.

7. The contents of this Trade Notice may be brought to the knowledge of all constituent members of Trade Associations / Chambers of Commerce.

Encl:As above

- Sd /-
(VASA SESHAGIRI RAO)
ADDITIONAL COMMISSIONER OF
CENTRAL EXCISE AND SERVICE TAX

(Issued from file C.No.IV/48/01/2008- Help Centre)

To

- 1.Deputy Commissioner / Assistant Commissioner of Central Excise, Divisions
- 2.All formations
- 3.Help Centre Committee Members and their associations / Organizations - as per Annexure.

Copy to :.The Commissioner of Customs,
Customs Commissionerate, Tiruchirappalli.

**OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE,
NO.1, WILLIAMS ROAD, CANTONMENT, TIRUCHIRAPPALLI – 620 001.**

ANNEXURE TO TRADE NOTICE NO. 15 / 2008 DATED: 18-09-2008

**HELP CENTRE COMMITTEE MEMBERS,
CENTRAL EXCISE COMMISSIONERATE, TIRUCHIRAPALLI.**

Sl. No.	Name of the authorized representative & their address for Communication. S/Shri.	Association / organization represented / Unit
1.	L. GNANARAJ, No.167, Madurai Road, Tiruchirapalli – 620 008	District Chamber of Commerce, No.167, Madurai Road, Tiruchirapalli – 620 008.
2.	RADHAKRISHNAN, Vishnuram Textiles Ltd, [FM], G- 1, ARA Towers, B-9, 11 th cross, Thillai Nagar, Tiruchirapalli -620 018	Confederation of Indian Industry, CII – Trichy zone, 6A, Lawsons Road, 3 rd , Floor, GVR Complex, Cantonment, Tiruchirapalli – 620 001.
3.	S. PUNNIYAMOORTHY Cauvery Engineering Works, Mela Pudevayal Road, Kalamavur, Keeranur – 622 502.	BHEL Small & Medium Industries Association, [BHEL SIA] E/ C-9, Developed Plots, Thuvakudi, Tiruchirapalli – 620 015.
4.	V. ALAGAPPAN, Green House Apartments, No.28, Mcdonald's road, Cantonment, Tiruchirapalli -620 001.	The Institute of Chartered Accountants, Green House Apartment, 28, Mc Donalds Road, Cantonment, Tiruchirapalli -620 001.
5.	S. SRIDHARAN, NO.1, B Block, First Floor, St. Pauls Complex, Bharathiyar salai, Tiruchirapalli – 620001.	Tiruchirappalli District Tiny & Small Scale Industries Association, [TIDITSSIA] No.1, B Block, 1 st Floor, St. Paul's Complex, Bharathiyar salai, Tiruchirapalli – 620 001.

Sd./-
(VASA SESHAGIRI RAO)
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