

Minutes of meeting on GST held in the chamber of AGM on 20-06-2017

All the nominated officers from concerned department attended the meeting. Discussed on the following issues.

01. Modification in tender documents pertaining to works contract

All the department were requested to ensure the modifications to be done in tender documents related to works contract. Stores department are carrying out the changes as per Stores directorate letter no. 2008/RS(G)/777/1 dated 29.05.2017. It has been informed by Engineering officials that Works Directorate of Railway Board is going to issue the guidelines in this regard in the similar way as being done by Stores Directorate. Necessary changes in works contract has to be ensured by all departments.

02. Insisting the contractors/suppliers/service provider/clients for GSTIN

All the departments should ensure that GSTIN should be obtained by all the vendors dealing with railways, so that capturing GSTIN data after passing of bills would be convenient.

03. Transitional Data Base

It has been informed to all the departments that the form for transitional data base has been made available by Sr. EDPM on google drive. All departments should ensure that the same is updated for all the contractors/suppliers/service providers /clients.

04. Engaging Consultants

FA & CAO (F&B) has informed that quotation has been finalized and accepted by competent authority. Letter of acceptance to be issued by 21-06-2017.

05. Registration for GST

Registration on website of GST department shall be available from 25th July' 2017. Nomination of officer who would execute registration process has been done. Registration shall be processed once it is available in the website of GST department.

06. Training of officers and Staff

In house training has been conducted on 19-06-2017 for officers and staff of all departments of HQ and JBP division. Commissioner of Service tax will be approached on 21-06-2017 to conduct training on 28th Jul' 2017 for staff and officers of all departments of JBP, BPL and KTT.

07. Capturing non computerized transaction

The invoice format for non computerized transactions shall be circulated to all concerned immediately. Format for offline transaction data transmission to CRIS for GST purpose as laid

down in annexure 2 of Railway Board's letter no. 2017/AC-II/1/6 dated 07-06-2017 (RBA No. 67/2017) will have to be developed by outside agency and made available to all departments for feeding the non computerized transactions and uploading to CRIS.

08. Serially numbered Invoices

Format of serial number of invoices to be allotted as laid down in Railway Board's letter no. 2017/AC-II/1/6 dated 07-06-2017 (RBA No. 67/2017) was conveyed to all department.

09. Mapping of States and work places

All departments have been informed that state wise list of Invoice/earning centers of WCR falling in the state of Madhya Pradesh and those falling in state other than Madhya Pradesh has to be provided immediately.

10. List of non computerized transactions


All departments have been informed to provide the list of non computerized transactions like parcel way bill, way leave charges, EFT, parking rent, interest and maintenance charges, plot and building rent, water and electricity charges etc.

11. Provision of PC and Internet connection for implementation of GST

All departments have been informed to identify the area from where non computerized transactions are generated and provide adequate number of PC and internet connections for implementation of GST as laid down in Railway Board's letter no. 2017/C&IS/Project/GST Module/6 Pt. dated 09-06-2017.

12. All the officers were required to ensure compliance of items discussed in the meeting.

The next meeting on GST will be held on 27-06-2017 at 15.30 hours.


21/6/17
FA & CAO (F&B)

Copy to: - AGM, CAO/C, CPDE/Engg., CETE/Planning/Electrical, CMM/Sales/Stores,
CCM/FM/Commercial, CCE/S&T, CWE/Mechanical, Dy. CMD/H & FW/Medical,
FA & CAO, PCE, CPO, CCM, COS, CMD, COM, CEE, CME, DRM/JBP, BPL, KTT,
CWM/BPL, KTT, Sr. DFM/JBP, BPL, KTT, WAO/BPL, KTT, Dy. FA & CAO/C, JBP, BPL, KTT
All members of GST Cell. } **For information and necessary action.**