

OFFICE OF PRINCIPAL FINANCIAL ADVISOR
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NO. HQ/AC/GA/GST/02/2019-20

DATED:05-07-2019

PCME, PCE,PCOM,PCCM, PCEE,PCSTE,
PCMM, PCMD, PCPO, PCSC,PCSO,
DRM/JBP,BPL,Kota, CWM/BPL, KTT
Sr.DFM/JBP, BPL, KOTA,
Dy.FA&CAO(C)/JBP,BPL,KOTA
Dy.FA&CAO(S&W),Dy.FA&CAO(T),
WAO/BPL,KOTA, AFA(Exp.),
AFA (Stores), AFA(T)

Sub: GSTR-1 & GSTR 3B Filling Process by Indian Railways
Ref : Video Conference by Railway Board for filling of GST Returns. Dated- 04.07.19

Please connect page no. 02 of CRIS user manual (attached herewith) to file GSTR 1 and GSTR 3B. It has been desired that Railway units shall edit errors in outward supplies data through concerned application groups of CRIS viz FOIS, PRS, EPS, UTILITY etc up to 07th or 08th of the following month.

In case if the errors are not edited, the data cannot be included in GSTR 1. This will lead to short discharge of actual GST liability and interest on same shall be levied.

Hence, all concerned needs to be alert for editing errors in outward supplies data on 07th and 08th of following month through concerned application groups of CRIS.

This may please be treated as most urgent

Encl: As above

COPY TO: → Dy. CAO(GI)/CR, WR, NCR, SECR, ECR & SCR

Heath
Sr.AEA(GST)
/PFA/WCR

Steps for GST filing

1. CRIS will import GSTR-1 Data (outward supplies) to ASP: Data shall be available in 2 groups - Imported & Errors (if any)
 - up to 6th of the following month
2. Railway units to edit errors in data through concerned Application groups of CRIS
 - up to 7-8th of following month
3. Railway Units will Upload imported GSTR-1 Data to GSTN (this will include all edited data, if any): Upload GSTR-1 Data from ASP System to GSTN Portal
 - Up to 9th of following month
4. ASP to fetch GSTR-1 Data from GSTN: Fetched GSTR-1 Data from GSTN Portal will be available on ASP portal
 - by 10th of the following month
5. ASP to get Summary: Process to fetch and display the summary of Tax Liability from GSTN Portal
 - by 10th of the following month
6. Railway Units to file Return on GSTN: File GSTR-1 return
 - by 10th of the following month

Velocis Systems is the ASP/GSP under contract with CRIS, to file the GST returns for Indian Railways from July 2019 onwards.

Velocis Systems Private Ltd. is one of the designated GST Suvidha Provider (GSP) ordained by GSTN. Being an IT Solution and Service Provider for 23 years, Velocis has the total capability to complete complex, critical and time-constrained IT and Business application projects. Our "Go4GST Suite" provides a range of comprehensive and convenient GST Solutions to enable filing GST returns.