

DIRECTORATE GENERAL OF SYSTEMS AND DATA MANAGEMENT,
CUSTOMS AND INDIRECT TAXES
1st FLOOR, TOWER A, NBCC PLAZA, PUSHP VIHAR, NEW DELHI - 110017
email: adg.si@icegate.gov.in

F. No. IV(18)/08/2019-Systems-NBCC / 2741-2744

Dated : 14 /08/2019

To

The Pr Chief Commissioner, G&T,
The Chief Commissioners, GST
Pune-I, Kolhapur, Daman, Guntur Zones

Subject: Creation of Generic Email Id of the formation, information. Reg-

Sir,

Please refer to Member(IT), CBIC letter F. No. IV(18)/08/2019-Systems-NBCC dated 04/07/19 and response received from your office on the above subject.


In pursuance of that, it is to inform you that DG Systems has created generic email id of all formations of Commissionerate of your Zone. The list of all generic email ids formation-wise is enclosed herewith as separate Excel sheet. Advisory issued in this regard having number SI 04/2019 on the Guide for using CBIC Generic Email ID is also enclosed for reference.

The password of the generic email id of each formation has been emailed to each formation nodal officer's personal Icegate email id. A SMS has also been sent on the officer's mobile number informing his/her formation's generic email id and mailing of password. In case more than one formation has been mapped against one nodal officer as per the request received from your office, it is strongly advisable that nodal officer should immediately map the concerned officer who is posted in that formation so that password management should remain with the officer posted in that office. For mapping of another officer, nodal officer should follow the steps as described in the enclosed advisory.

It is requested that concerned formation may be informed accordingly and they may be directed to use generic email id for official e-mail correspondences by the formation instead of any private domain email id.

Yours faithfully

Enclose :- As Above


(Vinayak Chandra Gupta)
Additional Director General(SI)
o/c