




भारत सरकार  
Government of India  
वित्त मंत्रालय, राजस्व विभाग  
Ministry of Finance, Department of Revenue  
कार्यालय आयुक्त सीमा शुल्क (निवारक), उत्तर प्रदेश एवं उत्तराखण्ड  
Office of the Commissioner, Customs (Prev) Uttar Pradesh & Uttarakhand  
पांचवा तल, केन्द्रीय भवन, सेक्टर एच, अलीगंज, लखनऊ  
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TRADE NOTICE NO. 07/2020 Dated-20.08.2020

Sub: Launch of e-Office in Customs (Prev.) Commissionerate Lucknow

This is for information of all taxpayers that e-Office, an application developed by the National Informatics Centre under the Ministry of Electronics and Information Technology, Govt. of India, to carry out office work electronically, has been launched in Customs (Prev.) Commissionerate Lucknow. The application is designed to establish a paperless environment in Government offices, increase efficiency, transparency, effectiveness, employee convenience and accountability and to give better services to the taxpayers.

2. It is expected that adoption of e-Office to carry out office work will bring in its wake an attitudinal shift and awareness and usher in more efficient, effective and transparent inter and intra Government transactions. The process will benefit the public in terms of enhanced transparency, increased accountability, assured data security and integrity and is also expected to be a huge transformation in work culture and ethics within the department.
3. With launch of e-Office, taxpayers are encouraged to utilize electronic means of communication with the Department. In this regard, it may be noted that since e-Office application requires PDF files, it would be convenient if communications / letters sent to the Department by electronic means are in PDF format, better still if they are in searchable mode, for faster processing by the Commissionerate.
4. Taxpayers are also encouraged to mention their mobile number and email in their communications to facilitate immediate acknowledgement by mail and SMS through the application. They will receive the Diary Number allotted to their communications, which can be used as a reference by them while communicating with the Department in future.
5. All members of the Regional Advisory Committee, Trade Associations and Chamber of Commerce in the State of Uttar Pradesh and Uttarakhand are requested to circulate this Trade Notice among their constituent members for wide dissemination. Difficulties faced or suggestions, if any, may be brought to notice.

  
20.8.2020  
(Ved Prakash Shukla)  
Commissioner  
Customs (Prev.)  
Lucknow.

To,

The members of RAC/ Trade Associations/ Chambers of Commerce in Uttar Pradesh and Uttarakhand.

Copy for information to:

- i. The Principal Chief Commissioner, Customs (Preventive) Patna Zone, Patna.
- ii. All the Commissioners of Customs (Preventive) Patna Zone.
- iii. All officers and staff of Customs (Prev) Commissionerate Lucknow.
- iv. Notice Board.