



मुख्यआयुक्तसीमाशुल्ककाकार्यालय
OFFICE OF THE CHIEF COMMISSIONER OF CUSTOMS
मुंबईजोन- I, दूसरीमंजिल, नवीनसीमाशुल्कभवन, बेलाडईस्टेट
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F.No.S/II-7(01)/2020-CCO-I(Unit-I)

Date: 10.08.2020

PUBLIC NOTICE NO. ...47... /2020

Sub: Launch of e-Office in the office of the Pr. Chief Commissioner of Customs, Mumbai Zone-I-reg.

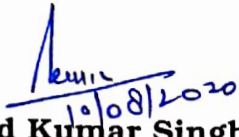
This is for information of all taxpayers and other stakeholders that e-Office, an application developed by the National Informatics Centre under the Ministry of Electronics and Information Technology, Govt. of India, to carry out office work electronically, has been launched in the O/o Pr. Chief Commissioner of Customs, Mumbai Zone-I. 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

this office.

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 infuture.
5. All Principal Commissioners/ Commissioners are requested to circulate this Public Notice among all members of the Regional Advisory Committee, Trade Associations and Chamber of Commerce in the State of Maharashtra are requested to circulate this Trade Notice among their constituent members for wide dissemination. Difficulties faced or suggestions, if any, may be brought tothe notice of undersigned.

This issues with the approval of the Pr. Chief Commissioner of Customs, Mumbai Zone-I.


(Arvind Kumar Singh)
Joint Commissioner
Mumbai Customs Zone-I

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Copy to:-

1. All Pr. Commissioners/Commissioners of Mumbai Customs Zone-I
2. All Officers
- 3 Notice Board