

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF TRADE AND TAXES
(ADMINISTRATION BRANCH)**

VYAPAR BHAWAN, I.P ESTATE, NEW DELHI-110002

F.IV/42/T&T/Admn./Misc./2025/8464-67

Dated: 23/7/25

CIRCULAR

Several instances have come to the notice of the Competent Authority that GSTIs/ Field Functionaries to whom the physical verification visit of 'High Risk Score' Registration Application are marked, are not submitting the verification reports on time and in some cases the report is submitted with remarks that the address mentioned in the ARN is not in their jurisdiction.

The Competent Authority has taken a serious note of the aforementioned conduct of officials and directed that it is imperative upon the GSTI to whom the visit is marked, to conduct the visit and submit the report timely.

Any dereliction shall be viewed adversely and invite strict action as per rules.


ASSISTANT COMMISSIONER (Admn.)

F.IV/42/T&T/Admn./Misc./2025/8464-67

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Copy for information and necessary action to:-

1. PS to Commissioner (T&T), Deptt of Trade & Taxes, Delhi.
2. PS to All SCTTs/ACTT/JCTT, Deptt of Trade & Taxes, Delhi.
3. Officers/Officials concerned.
4. Guard file.


ASSISTANT COMMISSIONER (Admn.)