

From

Chief Secretary to Government Haryana.

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Deputy Commissioners in the State.

Memo No.62/39/2023-6HR-I

Dated, Chandigarh the 12th July, 2023

Subject: Instruction regarding requisition of vehicles and staff of Excise and Taxation Department for General Administration duties at the district level.

Kindly refer to the subject noted above.

2. It has been observed that following duties, apart from others, are being assigned frequently to DETCs & ETOs in the district by the district administration:-

- i. **Statutory Duties:** These are duties assigned under various Acts such as those assigned under the Census Act, Disaster Management Act, etc.
- ii. **Magisterial Duties:** These are the duties assigned in relation to the implementation of the provisions of Criminal Procedure Code.
- iii. **Other duties:** These are the duties assigned which are not defined under the Statute such as VIP/VVIP protocol duties, Mela duties, etc.

The Excise and Taxation Department is working on a high vacancy ratio and there is an urgent requirement of disposing of time bound audit and scrutiny targets under the GST Act so as to avoid extremely consequences from the revenue collection point of view.

3. It is, therefore, intimated that District Administration may ordinarily refrain from assigning duties other than Statutory and Magisterial duties to the officers of the Excise & Taxation Department.

Tilak Rany

Superintendent, Human Resources-I
for Chief Secretary to Government Haryana

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