



सत्यमेव जयते

Neerja Shah

Special Secretary & Member

भारत सरकार
GOVERNMENT OF INDIA
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MINISTRY OF FINANCE/ DEPARTMENT OF REVENUE
केन्द्रीय उत्पाद एवं सीमा शुल्क बोर्ड
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D. O. No. 296 /236/2014 – CX.9 (Pt.II)

Dated: 14th of July, 2015

Dear Chief Commissioner/Director General

Subject – Building a comprehensive MIS in CBEC - reg

As you are already aware, as part of implementation of the First Stage of the MIS, the DDM has developed the web-based utility for uploading the MPRs by the field formations. Board had already decided to launch the web-based utility on **15th July, 2015** so that the MPRs for the month of **June, 2015 onwards** may be uploaded using the said web-based utility. In this regard, detailed instructions were issued by the US (CX.9) vide letter of even no. dated 17th July, 2015.

2. With a view to ensure that the MIS database contains the data for the entire current financial year, it was decided that the MIS database should be populated with the MPRs for the month of April, 2015 and May, 2015. Therefore, all the Functional Owners were requested to send the Commissionerate-wise MPRs for the month of April, 2015 and May, 2015 to DDM by **25th June, 2015**. However, as per the information received from DDM, even till date such data has not been received by them, except in a very few cases.

3 Under the circumstances, the Board has been left with no alternative but to direct that all the Commissionerates and all the Zonal ADGs of DGRI and DGCEI must upload the MPRs of the three months namely April, May, and June, 2015 onwards using the web-based utility, which would be operational w.e.f. 15th July, 2015. In other words, the field formations are now required to upload the MPRs of the months of April, May, and June, 2015. Needless to mention that the MPRs of the month of July, 2015 onwards may be uploaded on a monthly basis by 15th of the next month.

4. It must be noted that until the MPR of the month of April, 2015 is uploaded by the Commissionerate users and is validated by the Zonal CC users, the corresponding MPR for the month of May, 2015 cannot be uploaded by the Commissionerate users. Similarly, the MPR for the month of June, 2015 can not be uploaded till the corresponding MPR of the month of May, 2015 is

and ensure that the task is completed smoothly and successfully. It may be mentioned that the web-based utility provides the facility of monitoring the status of MPRs which have been uploaded and validated. For details refer the MIS USER MANUAL (version number 2015.01) which has been uploaded on the CBEC and the DDM website, and also emailed to the designation-based email-ids of the officers.

5. I once again solicit your participative and active cooperation in building a robust and reliable MIS for our organization. Any suggestion, difficulty or query with regard to implementation of the MIS may be sent to Shri Akhil Kumar Khatri, Commissioner, Meerut-II Audit and Secretary, Central MIS Committee on the email address: mis.for.cbec@gmail.com.

Yours sincerely,



(Neerja Shah)

To,
The Chief Commissioners/Directors General (ALL including LTU)
Joint Secretaries/Commissioners, CBEC
Principal Commissioners/Commissioners of Customs, Central Excise and Service Tax(All including LTU)
Commissioners/ADG-DDM/Directorates of Logistics/Legal Affairs/Publicity & Public Relations

Copy for information to:
The Chairperson, CBEC, North Block, New Delhi.
All the Members, CBEC, North Block, New Delhi.