

(भारत सरकार) GOVERNMENT OF INDIA
(रेल मंत्रालय) MINISTRY OF RAILWAYS
(रेलवे बोर्ड) RAILWAY BOARD

RBA No. 168/2017
GST Circular No. 75/2017

No. 2016/AC-II/01/Misc/GST

27th November, 2017

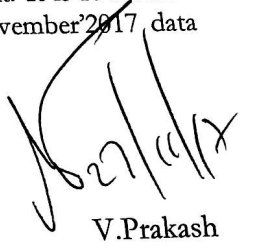
**General Managers,
All Zonal Railways/Production Units**

Sub :- GST Data.

In view of repeated requests from various Zonal Railways and Production units, the manual utility hosted on the CRIS GST website at www.gst.indianrail.gov.in and accessed through the user ID and password, already allotted to the Railway Units, **has been re-opened until 6th December, 2017** for entry of fresh data for GST transactions carried out and invoices generated during the months of July, August, September and October, 2017, as per details below:-

- i. **Fresh GST data entry:** The users after login on GST utility need to click on “Add Invoice”. Once the screen appears, user may enter the data pertaining to the above mentioned months, **which were left out for entry in the manual utility in the past.** It is reiterated that this screen is only for entry of new data and **should not be used for modification of data already entered.** In case the units re-enter data, even for modification, it will be treated as fresh data and will lead to double tax liability for the Railway unit. Hence, units must ensure that only new GST data is entered into the manual utility. All the concerned Officer may kindly personally ensure compliance of this.
- ii. **Modification of GST invoice data of current month:** The users after login on GST utility need to click on “Current month invoice modification”. Once the screen appears, user will be required to enter the invoice number; invoice date and name of Railway unit for accessing GST data pertaining to the current month, which needs modification. On entering the aforementioned details, the data already entered by unit will be auto-populated, which can be modified by the unit. It is re-iterated that this modification is only for data entered during the current month i.e November 2017, data modification to carried out in the month of November, 2017 and so on.

It is requested that the above instruction may be scrupulously followed.


V. Prakash
Joint Director/Accounts
Railway Board

Copy to :-

1. PFAs All Zonal Railways/PU
2. All EDs of ED level Empowered Committee in Railway Board
3. All Directors of GST Cell, Railway Board
4. MD, CRIS, Chanakyapuri, New Delhi.
5. Mr. Tejas Desai, CFO, NSDL, Mumbai