

PERFORMA FOR WEBISTE

Sr. No.	Type of Information required									
1	Name of the Department	The Value Added Tax Department, Daman & Diu, Daman.								
2	Head of the Department	Secretary Taxation (VAT) Shri P. K. Gupta, Development Commissioner, Daman & Diu.								
3	Contact Address	U.T. Administration of Daman & Diu, Office of the Development Commissioner, Secretariat, Moti Daman.- 396220.								
4	Telephone Number	0260-2230726								
5	Fax Number	0260-2230550								
6	Email Address	pk.gupta@nic.in								
7	Contact Person	1. Shri S.P. Dixit, I.A.S., Commissioner (VAT). Phone (O) : 0260-2230088. 2. Shri Arun Mishra, Joint Commissioner (VAT)/ Head of Office Phone (O) : 0260-2230351								
8	Any other contact details	The Value Added Tax Department, Fort Area, Behind Post Office, Moti Daman.-396220. Official website: www.daman.nic.in Email address: damanvat2005@yahoo.co.in								
9	The brief description about the functionality of the department	i. Grant of Certificate of registration to the dealers (u/s-19 of VAT Regulation-2005) ii. Amendment of registration (u/s-21 of VAT Regulation-2005) iii. Cancellation of Certificate of registration (u/s-22 of VAT Regulation-2005) iv. Amendment to Registrations (CST). v. Issue of Statutory forms i.e. Declaration forms – C, E1, E11, F, H. etc. vi. Assessments. vii. Refunds. viii. Recovery of Tax, interest & Penalty. ix. Tax Audit and Inspection of records. x. Enforcement. xi. Appeals.								
10	List and description of the services/Schemes to the public	Since, no services to the general public are provided.								
11	Major Achievements so far	<table border="1"> <thead> <tr> <th>Year</th> <th>Tax Collections (in Crore)</th> </tr> </thead> <tbody> <tr> <td>2005-06</td> <td>151.52</td> </tr> <tr> <td>2006-07</td> <td>187.78</td> </tr> <tr> <td>2007-08</td> <td>214.59</td> </tr> </tbody> </table>	Year	Tax Collections (in Crore)	2005-06	151.52	2006-07	187.78	2007-08	214.59
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2005-06	151.52									
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12	If functionality of the department touches to the public directly then <ul style="list-style-type: none"> • The list of task/activities • The required procedures for different tasks • The list of pre-requisites for certain procedures • The required forms (in MS-WORD/PDF format) with instructions like how to fill and whom to submit etc. • The visiting hours for public. 	No functionality of the department touches to the public directly. However, the list of task/activities undertaken by the Department:- <ul style="list-style-type: none"> - Registration - Assessment - Rectification - Cancellation - Issue of Statutory Forms - Refund. 								

13	Any other details of public interest not covered in above	N.A.
14	Citizen Charter of the Department	Copy enclosed herewith.
15	Pictures/Photographs of the Department Office /Building	Photographs enclosed herewith.
16	All the Information sought under RTI Act, Categorically	<ol style="list-style-type: none"> 1. The Daman & Diu Value Added Tax Regulation, 2005. 2. The Daman & Diu Value Added Tax Rules, 2005. 3. Order No. DMN/VAT/2005/05-06/25 dated 21.04.2005 amended to the VAT Regulation. 4. Notification No. DMN/VAT-2005/05-06/364 dated 24.08.2005 amended to the VAT Regulation. 5. Notification No. DMN/VAT-2005/05-06/1126 dated 09.02.2006 amended to the VAT Regulation. 6. Notification No. DMN/VAT-2005/06-07/210 dated 21.06.2006 amended to the VAT Rules, 2005. 7. Notification No. DMN/VAT-2005/06-07/1854 dated 28.11.2006 amended to the VAT Regulation. 8. Notification No. DMN/VAT-2005/06-07/2945 dated 28.03.2007 amended to the VAT Regulation. 9. Notification No. DMN/VAT-2005/07-08/1 dated 01.04.2007 amended to the VAT Regulation. 10. Notification No. DMN/VAT-2005/07-08/9 dated 10.04.2007 amended to the VAT Regulation. 11. Notification No. DMN/VAT-2005/07-08/401 dated 18.06.2007 amended to the VAT Regulation. 12. Notification No. DMN/VAT-2005/07-08/716 dated 25.10.2007 amended to the VAT Regulation. 13. Notification No. DMN/VAT-2005/07-08/1012 dated 10.01.2008 amended to the VAT Regulation.

Mr. Dhanani : 98258 03055