


F. No. 01(05)/Circular/CESTAT/2017
Customs, Excise & Service Tax Appellate Tribunal
West Block No. 2, R.K. Puram, New Delhi-110066

Date: 16 July, 2019

To
Deputy/Asst. Registrar
CESTAT
All Regional Benches.

Office Order dated 9.1.2019 was issued requiring the registry to place on file the report of service of hearing notice/orders as per the track consignment report available on the India post portal before sending the file to the court masters. This was issued with intention to save Court time while Members sit in the Bench. But, in many cases it is found that the instructions are not being followed by the dealing assistant and there is no effective supervision by the Deputy/Asst. Registrars either. All Deputy/Asst. Registrars may, therefore, submit compliance report in respect of Office Order dated 9.1.2019 showing if report of service of notice/ orders are being placed on the concerned file before the date of hearing.

This issues with the approval of the Competenet Authority.


(Mohinder Singh)
Deputy Registrar (J)

Copy to:-

1. SPS to Hon'ble President, CESTAT, New Delhi.
2. SPS to Members, CESTAT, All Regional Benches.
3. PA to Registrar, CESTAT, New Delhi.
4. Website/Guard file/Office copy/Notice Board.