



GOVERNMENT OF GOA
OFFICE OF THE COMMISSIONER OF COMMERCIAL TAXES

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No. CCT/1-51/2025-26/ 944

Date: 30/05/2025

- Read: 1) Notification No. 1-27-92-Fin(Bud) dated 25/06/2008;**
2) Order No. CCT/1-6/2015-16/1979 dated 05/08/2015;
3) Order No. CCT/1-6/2021-22/536 dated 04/06/2020.

Sub: Delegation of powers to sanction leave regarding.

ORDER

In continuation of the above referred orders and in exercise of the powers vested in me as the Head of Department, I hereby delegate the power/authority to sanction the following leaves to respective Officers mentioned herein below:

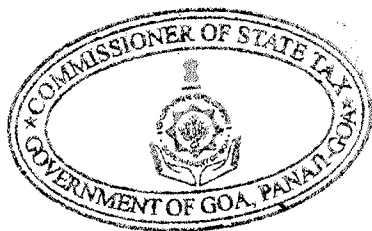
Particulars of powers delegated, extent of delegation and subject to conditions (if any)	Officer to whom delegated
Casual Leave; Restricted Holiday; Special Holiday; Earned Leave; Half pay leave & commuted leave; Maternity leave; Child Care Leave; Paternity Leave and permission to leave the Headquarters in respect of all Group "B" officials of the Department. Sanctioning of Leave Travel Concession (LTC) to all Group "B" officials of the Department.	Additional Commissioner of State Tax (HQ)
Casual Leave; Restricted Holiday; Special Holiday; Earned Leave; Half pay leave & commuted leave; Maternity leave; Child Care Leave; Paternity Leave and permission to leave the Headquarters in respect of all Group "C" officials at H.O. Sanctioning of Leave Travel Concession (LTC) to all Group "C" officials of the Department.	Deputy Commissioner of State Tax (Administration).
Casual Leave; Restricted Holiday; Special Holiday; Earned Leave; Half pay leave & commuted leave; Maternity leave; Child Care Leave; Paternity Leave and permission to leave the Headquarters in respect of all Group "C" officials posted at respective Ward Offices under the Department.	State Tax Officer incharge of ward Office/Head of Office of respective ward office.

The Addl. CST (HQ) may also exercise all powers of sanctioning delegated to DCST (Admin) at H.O. or S.T.O. incharge of ward offices in exigencies.

The respective STO incharge of ward office shall exercise all powers of sanctioning as delegated above in respect of officials posted under their control on regular basis and Addl. CST (HQ) and/or DCST (Admin) may also exercise all powers of sanctioning delegated to S.T.O. incharge of ward offices in exigencies.

The above powers shall be exercised strictly in adherence to Rules and Regulations of Government as applicable from time to time.

This Order shall come into force with immediate effect.



(S. S. Gill, IAS)
Commissioner of State Tax, Goa

To,

1. The Additional Commissioners of State Tax (HQ), O/o. CST, Panaji, Goa;
2. The Dy. Commissioner of State Tax (Admn), O/o. CST, Panaji, Goa;
3. The State Tax Officers (Ward- incharge) of all ward offices in Goa.

Copy to:

1. Under Secretary (Finance R & C), Secretariat, Porvorim, Goa;
2. Under Secretary(Personnel), Secretariat, Porvorim, Goa;
3. The Director, Directorate of Accounts, Porvorim, Goa;
4. The Jt. Director of Accounts, South Branch, Margao, Goa;
5. All Addl. CST's in the Department;
6. All DCST's in the Department;
7. The Accounts Officer, O/o. CST, Altinho, Panaji;
8. All State Tax Officers of Ward Offices in Goa;
- ✓ 9. Nodal Officer for uploading on Department websites;
10. Personal Files of concerned Officers;
11. Office File;
12. Guard File.