Standing order No. 04/2018 dated 12.07.2018

Subject: Implementation of Tax Dispute Online Tracking System (TDOTS) reg.

Tax Dispute Online Tracking System (TDOTS) is an online dispute resolution tracking system developed for online monitoring of the tax disputes and tracking resolution proceedings. TDOTS manual has been prepared to guide the TDOTS module users for proper uploading of data in TDOTS module to ensure efficient monitoring of proceedings of dispute resolution. This manual will also help the users of TDOTS module to track the proceeding of individual cases thereby ensuring transparency and accountability. The TDOTS manual is available at http://www.cbic.gov.in/DOLetters/MANUAL_TDOTS.pdf

2. For uploading the data pertaining to cases/disputes arising on or after 01.07.2018, following procedure is to be followed,-

   a. The section issuing Show Cause Notice (Written or oral) shall upload the data along with the scanned copy of the documents in the TDOTS module. The User-id and password shall be collected from A.C (legal) by all sections concerned.

   b. Data pertaining to consequent stages of dispute resolution at various stages viz. Original Adjudication, Commissioner (Appeal), CESTAT, High Court, Supreme Court shall be uploaded along with the scanned copy of documents in the TDOTS module by the concerned section i.e. Adjudicating authority, Review Section and Legal Section respectively.

   c. The Review section and the Legal section before processing the respective files shall ensure that the data including the scanned copy of the order being processed has been uploaded on the TDOTS module and while processing the said order under review the concerned section shall make an endorsement accordingly on the file put up to Commissioner.

3. For uploading the data pertaining to cases/disputes arising before 01.07.2018, following procedure is to be followed,-

   a. The section processing the current stage of the case/dispute i.e. adjudicating authority’s section, review or legal section shall upload the full data from the initial stage along with the scanned copy of the documents in the TDOTS module.
b. The review section and the legal section before processing the respective files shall ensure that the data including the scanned copy of the order being processed has been uploaded on the TDOTS module and while processing the said order under review the concerned section shall make an endorsement accordingly on the file put up to Commissioner.

4. In the initial phase, the procedure mentioned at para – 3 above shall be followed for the cases/disputes originating in the year 2017 (starting from January, 2017) and onwards. This shall be completed by 31st of July, 2018.

5. Subsequently all the previous cases/disputes still present as on date shall be uploaded by 31st August, 2018. The MPR report of the Commissionerate for the month of August, 2018 and onwards should invariably tally with the TDOTS data base and technical section should ensure that and put up compliance along with the monthly MPR report to Commissioner.

(Rajesh Nandan Srivastava)
Commissioner
(ICD-Tughlakabad Exports)

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1. The Chief Commissioner of Customs (Delhi Zone) New Custom House, New Delhi.
2. PA to the Commissioner of Customs (Export), ICD, TKD New Delhi.
3. The Additional Commissioner/ Joint Commissioner of Customs (Export), ICD, TKD, New Delhi.
4. All Deputy/Assistant Commissioner of Customs (Export), ICD, TKD, New Delhi.
5. All Sections of the ICD-TKD (Exports), New Delhi.
7. Notice Board.

Assistant Commissioner
(ICD-Tughlakabad Exports)