

With regard to the information under the Right to Information Act, 2005 Section 4, Appeal Branch, Superintendent of Stamps Office, Stamp & Registration Bhavan, Sector No.14, KH-5, Gandhinagar.

No.1 : Details of branch, work and duties :-

(A) Work relating to Appeal / Revision / Review under the powers delegated to the Chief Controller Revenue Authority under section 44, 53 (1) and 53-A of the Gujarat Stamp Act.

(B) when the proper stamp duty does not paid under the section 32A of the Gujarat stamp act 1958 then the collector of such district(Dy.collector) ordered to pay deficit stamp duty and penalty on such instruments. If the applicant is not satisfied with the Order of the collector(Dy.collector), he shall file the appeal to the Chief Controlling Revenue Authority under the Section 53(1) of the Act, within the period of 90 days from the date of Order of the Collector (Dy.collector) by deposit the 25 % of the amount of the deficit duty as the case may be, After the 90 days, the applicant submits the application, including the reasons for delay in making such an application, if the Chief Controlling Revenue Authority is satisfied that such person was prevented for sufficient reasons from presenting the application within the period specified above, he may allow such person to present the application within a further period of ninety days on payment of non-refundable amount of rupees one thousand for every thirty days or part thereof.

(C) Notwithstanding anything contained in sub-section (3) of section 32, sub-section (3) of section 32A, sub-section (2) of section 39 and sub-section (2) of section 41, when through mistake or otherwise any instruments is charged with less duty than leviable thereon, or is held not chargeable with duty, by the Collector, the Chief Controlling Revenue Authority may, within a period of six years from the date of certificate of the Collector under sections 32, 32A, 39 or 41, as the case may be, required the concerned party to produce before him the instrument and, after giving reasonable opportunity of being heard to the party, examine such instrument whether any duty is chargeable or any duty is levied less thereon and pass an order for recovery of the deficit duty, if any, from the concerned party. An endorsement shall be made on the instrument after payment of such deficit duty.

No.2 : Two officers has power delegated as a Chief Controller Revenue authority:-

2(1) According to the order of the Deputy Collector one lakh or more than one lakh rupees under section 32-A of the Act that all cases treated by Superintendent of Stamps, Gujarat State, Gandhinagar as Chief Conrolling Revenue Authority, under section 53(1) of the Act and other work related to recover the dificit stamp duty under section 53-A of the act, which is not properly collected by the Deputy Collector.

2(2) According to the order of the Deputy Collector less than one lakh rupees under section 32-A of the Act that all cases treated by Addl.Superintendent of Stamps, Gujarat State, Gandhinagar as Chief Conrolling Revenue Authority, under section 53(1) of the Act and other work related to recover the dificit stamp duty under section 53-A of the act, which is not properly collected by the Deputy Collector.

2(3) Appeal presented to the Chief Controller Revenue Authority is registered in the registry branch, than it is send to appeal branch and clerk, in the registers of the branch and the appeal number is given in each appeal and according to the appeal numbers, the date of hearing is given to the applicant.

2(4) All the appeals registered in the appeal branch that all are check by stamp inspector and office superintendent before the presented to the deputy assistant superintendent of Stamps.

2(5) The applications or letters received as mentioned in the clause 2(3), are taken immediately after taking the important points of the applications. If the party gives an application to withdraw the appeal petition, it is immediately settled by order. If there is an application for decision based on the written submission then the discription write in the file base on written submission by the petitioner and the file is submitted for the decision before the competent authority by writing a prescribed note.

5(a) According to the above clause 2(1), the cases which were reviewed under section 53(1) (cases where more than one lakh rupees stamp duty is recoverable), and the cases reviewed under section-53-A, which is disposed under section 32-A, are presented to the Deputy Assistant

Superintendent of Stamps by the Clerk/Stamp Inspector/Office Superintendent, and that all are check by Deputy Assistant Superintendent of Stamps before the presented to the deputy superintendent of Stamps, and the deputy superintendent of Stamps submitted all cases to the Chief Controller Revenue Authority.

Appeal cases against the order under section 32-A, in which cases where less than one lakh rupees stamp duty is recoverable, that all cases, and the cases reviewed under section-53-A, which is disposed under section 32-A, are presented to the Deputy Assistant Superintendent of Stamps by the Clerk/Stamp Inspector/Office Superintendent, and that all are check by Deputy Assistant Superintendent of Stamps before the presented to the deputy superintendent of Stamps, and the deputy superintendent of Stamps submitted all cases to the Addl. Collector(Appeal)(Chief Controller Revenue Authority).

2(6) Clerk work related to registerd all disposed cases order, and all disposed cases order send to the party/appellent.

NO.3 : In the process of decision, which is done according to the above clause 2(5) procedure.

NO.4 : According to the Office Procedure.

NO.5 : Rules fixed under Gujarat Stamp Act-1958.

NO.6 : Not applicable.

NO.7 : Not applicable.

NO.8 : Not applicable.

NO.9 AND 10 : A directory of its officers and employees.

Sr. No.	Designation	Name	Pay on Dated 01/05/2020
1	Dy.Supt.of Stamps	Shree A.R.PATEL	RS.73,200/-
2	Dy. Assi. Supt. of Stamps	Shree B.J.PATEL	RS.76,696/-

3	Office Superintendent(I/C)	Shree R.N.NAYAK	RS.69,764/-
4	Stamp Inspector	Shree K.B.NAGORI	RS.31,340/- FIX
5	Clerk	Mrs.N.S.GAJERA	RS.19,950/-FIX

NO.11 : Not applicable.

NO.12 : Not applicable.

NO.13 : Appeallant/party/Advocates come for the hearing for appeals filed by him and in the review cases,The particulars of facilities available to sit, visitor room/meeting arrangement has been done by the office.

NO.14 : Not applicable.

NO.15 : Not applicable.

NO.16 : Details of the Public Information Officer and Appellate Authority :

Post	Name
Public Information Officer	Shree B.J.PATEL Deputy Assistant Superintendent of stamps Gujarat state, Gandhinagar.
Appellate Authority	Shree A.R.PATEL Deputy Superintendent of Stamps, Gujarat State Gandhinagar.

NO.17 : Not applicable.

**Public information officer
&
Deputy Assistant Superintendent of stamps
Gujarat state, Gandhinagar.**