

F.No.A-12021/25/2009-Ad.VII
Ministry of Finance
Department of Revenue
Central Board of Direct Taxes

Hudco Vishala Bldg, Bhikaji Cama Place
New Delhi. Dated: 26th October, 2010

To

The Secretary of all Ministries/Departments of Govt. of India


Subject: Filling up of vacant posts of Stenographers Grade-II in the Income Tax Department on transfer.

Sir,

In view of severe shortage in the cadre of Stenographer Grade-II in the Income Tax Department, it has been decided with the approval of the Competent Authority to allow as a one time measure, for a limited period of one year, transfer on permanent basis, Stenographers working in Ministries/Departments of Government of India and its Subordinate/ Attached Offices, to be appointed against the post of Stenographer Grade II (PB Rs.5200-20,200/- GP Rs.2400/-).

2. The Stenographers opting for transfer shall be governed by the following conditions:

- (i) The transfer is on permanent basis to the post of Stenographer Grade II and the option exercised cannot be revoked.
- (ii) The willing Stenographers, who are recruited through the Staff Selection Commission, will apply through proper channel to the eighteen (18) Chief Commissioners of Income Tax (Cadre Controlling Authorities) whose address is given in the **Annexure** to this letter, where the candidate is willing to be considered for transfer.
- (iii) Ministry/Department of the Govt. of India or Subordinate/Attached Office of the Ministry/Department of Government of India, while forwarding the application, will certify the integrity of the officer, certify that no adverse entry exists in the ACR during the last five years and undertake to relieve him/her in the event of his/her selection.
- (iv) Stenographers who join the Income Tax Department shall be placed below the junior most Stenographer Grade II already working in the respective Cadre Controlling Authority. The service rendered by candidates in the Ministries/Departments of the Govt. of India or Subordinate/ Attached Offices of the Ministries/Departments prior to joining the Income Tax Department will not be taken into account for



considering his seniority and promotion. However, such service will be considered for pay protection as per DoPT instructions. Inter-se seniority of such transferees shall be decided with reference to the date of joining (i.e. those who joined earlier on inter-department transfer at the same Charge shall be senior to those who will join at subsequent date). If more than one such transferees join a charge on the same date their inter-se seniority shall be decided by the length of service they have rendered with the Ministry/Department or Subordinate/Attached Office of the Government of India, prior to joining the Income Tax Department and DoPT guidelines shall be applicable.

3. Ministries/Departments of Government of India are requested to kindly circulate the vacancy amongst Stenographers in the Ministry/Department and their Attached / Subordinate Offices.

4. The last date for receipt of applications by the Cadre Controlling Authorities is 31st March, 2011. Applications received after this date will not be considered.

Yours faithfully,


(Sarvjit Singh)
Under Secretary (Ad.VII)
Tel: 2617 2536

Copy to :-

1. DIT (Systems), Shri Tarique Kalim, Addl CIT (I), with request to place a copy of this letter on the web-page of the Ministry of Finance, the web-page of the CBDT, www.incometaxindia.gov.in and web-page: www.irsofficersonline.org.
2. All Chief Commissioners of Income Tax (Cadre Controlling Authority), Income Tax Department. The details of Stenographers taken on the rolls of CCIT (CCA) on transfer may be forwarded to CBDT by 31st May, 2011.

The above transfer has been allowed only against the vacancies existing upto 2009-10 Recruitment Year. The subsequent vacancies have to be intimated to the Regional Office of the Staff Selection Commission.


(Sarvjit Singh)
Under Secretary (Ad.VII)
Tel: 2617 2536

3

Annexure

Letter No. A- 12021/25/2009-Ad.VII dated: 26th October, 2010

Sr. No.	Name & Address of Cadre Controlling Authority	Areas under the Cadre Control
1.	The Chief Commissioner of Income Tax (CCA), P.B. No. 211, Aayakar Bhawan, Ashram Road, Ahmedabad-380 009	State of Gujarat
2.	The Chief Commissioner of Income Tax (CCA), Central Revenue Building, No. 1, Queen's Road, Bangalore- 560 001	States of Karnataka and Goa
3.	The Chief Commissioner of Income Tax (CCA), Aaykar Bhawan Hoshangabad Road, Bhopal- 462 011	States of Madhya Pradesh and Chattisgarh
4.	The Chief Commissioner of Income Tax (CCA), Aayakar Bhawan Road, Rajaswa Vihar Bhubaneswar- 751 007	State of Orissa
5.	The Chief Commissioner of Income Tax (CCA), C.R. Building, Himalaya Marg Sector- 17-E, Chandigarh- 160017	States of Punjab, Haryana, Himachal Pradesh, J&K and UT of Chandigarh
6.	The Chief Commissioner of Income Tax (CCA), 121, Mahatma Gandhi Road, Nungambakkam, Chennai- 600 034	States of Tamil Nadu and UT of Pondicherry
7.	The Chief Commissioner of Income Tax (CCA), C.R. Building, I.P. Estate New Delhi-110002	State of Delhi
8.	The Chief Commissioner of Income Tax (CCA), Aayakar Bhawan, Christian Basti, G.S. Road, Guwahati-781 005	States of Assam, North East India
9.	The Chief Commissioner of Income Tax (CCA), 10th Floor, C-Block, I.T. Towers, 10-2-3, A.C. Guards, Hyderabad-500004	State of Andhra Pradesh
10.	The Chief Commissioner of Income Tax (CCA), Central Revenue Building, Bhagwan Dass Road, Jaipur	State of Rajasthan
11.	The Chief Commissioner of Income Tax (CCA), 16/69, Aayakar Bhawan, Civil Lines, Kanpur- 208001 2304161-62	States of Uttar Pradesh (West) and a part of Uttarakhand
12.	The Chief Commissioner of Income Tax (CCA), Central Revenue Building, I.S. Press Road., Kochi- 682018	State of Kerala
13.	The Chief Commissioner of Income Tax (CCA), Aayakar Bhawan, P-7, Chowringhee Square, Kolkata-700069	States of West Bengal, Sikkim and UT of Andaman & Nicobar Islands
14.	The Chief Commissioner of Income Tax (CCA), 5, Ashok Marg, Lucknow- 226 001.	State of Uttar Pradesh (East) and a part of Uttarakhand



15.	The Chief Commissioner of Income Tax (CCA), 373, Aayakar Bhawan, Maharishi Karve Road Mumbai-400020	Municipality of Greater Mumbai (excluding Marathawad & Vidarbha)
16.	The Chief Commissioner of Income Tax (CCA), Aayakar Bhawan, Telankhedi Road, Civil Lines, Nagpur- 440 001.	State of Maharashtra (Vidarbha region only)
17.	The Chief Commissioner of Income Tax (CCA), Central Revenue Building, Birchand Patel Marg, Patna- 800 001.	States of Bihar & Jharkhand
18.	The Chief Commissioner of Income Tax (CCA), Aayakar Bhawan 12, Sadhu Vaswani Chowk Pune-411 001.	State of Maharashtra (excluding areas under Mumbai & Nagpur regions)

Singh