

**INCOME TAX  
EMPLOYEES  
FEDERATION**



*Since 1953*

**CENTRAL HEADQUARTERS**

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ITEF/Cir/No.10

Dated: 10<sup>th</sup> February, 2019

To

All Circle Presidents/ General Secretaries

Dear Comrades,

The first meeting on Cadre Review & Restructuring of the Department of the committee of ITEF held on 7<sup>th</sup> February 2019. On the basis of the discussions at the meeting, the following general approach has emerged. It is requested to kindly go through it and send your suggestions/proposals before 15<sup>th</sup> February, 2019. You may cause discussion of the proposal in the proper organizational forum in your Circle.

1. The main function of the department i.e. the assessment function has to be further strengthened as the scrutiny is presently pegged down to less than 1%. This alone will enable the department to do its primary function of arresting the generation and proliferation of black income.
2. To carry out the newly assigned functions like benami transactions, black money act, sufficient number of manpower is to be demanded.
3. The verification and analysis of the information, department is receiving through various sources especially after computerisation being very huge is presently an unattended area. The quantification of the personnel required to do this job has to be done and accordingly manpower increased.
4. Certain functions presently carried out by certain cadres in the department have become redundant viz. Staff Car Drivers, Notice Servers, Lower Division Clerks etc. These posts will no longer be required. Since it will face extinction over the years, it is necessary that the present incumbents of these posts are migrated to other cadres by way of upgradation to the Cadres with GP of Rs.2400.
5. A serious suggestion that came up for consideration was the creation of the intermediary post between MTS and TA in the level equivalent to grade pay of Rs. 2400/- with the nomenclature of **Office Assistant** and accordingly the TA will have to be placed in the level equivalent to grade pay of Rs.2800/- (akin to Jr. Accountants in I&AD).
6. The present cadre strength of Sr.Tax Assistants and Office Superintendents are in the GP of Rs.4200. Since both the posts are in the same pay level and taking into account the need for larger supervisory staff, upgradation of these posts (present OS) as AO Grade III in the GP of Rs.4600 has to be suggested.

7. It is noticed that the need for the cadre of Tax Assistants has dwindled and simultaneously the requirement of Sr.Tax Assistants have increased. Therefore, a swapping of this cadre has become necessary.
8. In the emerging scenario it is apprehended that the Multi Tasking Staff may not have sufficient avenue for career progression and therefore the direct recruitment element in Tax Assistant cadre has to be removed. Consequently, the direct recruitment induction in the Sr. Tax Assistant post will have to be introduced (as suggested in the CRC 2009).
9. Taking into account the changes effected in the process of completion of scrutiny assessment, the meeting felt that the Stenographer Gr.I (GP of Rs.4200) and Gr.II (GP of Rs.2400) be merged and the combined cadre shall be the feeder cadre for the post of PS and Sr.PS.
10. It is also decided that for smooth carrier progression of Stenographer Gr.I, a new post will be created as Pr.PS (GP of Rs.6600), as proposed but not created in CRC 2013.
11. The meeting also decided to reintroduce the proposal to reserve 10% of the ITOs vacancies for unqualified Inspectors with minimum 15 years of service.
12. In order to ensure that the menace of outsourcing is totally abolished, the suggestion will be made to resort to local recruitment for MTS.
13. It was noticed that the creation of Directorates which was resorted to by the last cadre review committee to improve the career prospects of IRS officers has created imbalanced cadre system below the level of Assistant Commissioners of Income Tax across the charge. It is also noticed that none of the newly created Directorates have been able to address the assigned tasks to them effectively. While the reversal of the decision might cause certain problems the Committee has said that the creation of new posts for new functions must be integrated with the Commissionerates in charge of assessment functions in each State.
14. It is also recognised that there is no uniformity in the career progression in different charges and vary widely. It was therefore decided that stagnation must be a great criterion while creating/distributing posts.
15. It is also decided in the meeting that the Income Tax Employees Federation must have a significant say in evolving the policy of the distribution of the posts across the Circles.
16. The meeting noted that the creation of CIT(Admn) under the Pr.CCIT has only created hurdles and has become a cause for delay affecting the non-gazetted employees in particular. The institution of CIT(Admn) has to be withdrawn.

All are requested to send your journey details to (i) Com. C P Tokas – 9013851888 (ii) Com. Rajesh – 7678477079 and (iii) Sudeesh – 9990243711 within 12<sup>th</sup> February, 2019 positively for smooth organising the Working Committee meeting. The **Flag Hoisting ceremony will be held at 10 AM at Civic Centre, New Delhi** and delegate session will be commenced immediate after the flag hoisting ceremony on 16<sup>th</sup> February, 2019. There is no inaugural session due to lack of time. So, all delegates should reach before 10 AM

(sharp) at Civic Centre, New Delhi. The accommodation will be arranged by the ITEF CHQ. with the help of Delhi Circle.

With greetings,

Yours fraternally,



(RUPAK SARKAR)  
Secretary General