



सत्यमेव जयते

भारत सरकार

GOVERNMENT OF INDIA

प्रधान मुख्य आयकर आयुक्त कार्यालय, पश्चिम बंगाल और सिक्किम

O/o THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, WEST BENGAL & SIKKIM

AAYAKAR BHAWAN, P-7, CHOWRINGHEE SQUARE, KOLKATA - 700 069

Ph. No. : (033) 2213 6150, Fax No : (033) 2213 6989

- 3 DEC 2015

F. No.2E/Pr. CCIT, WB & Sikkim/MACP(Gr.B)/2015-16/16861-17010.

Date: 02.12.2015

To
All CCsIT/ All DGsIT/ All Pr. CsIT/ All DsIT/ All Addl. CsIT/DsIT,/JCsIT, JDsIT in WB & Sikkim Charge./ All Headquarters in Pr.CCIT, WB & Sikkim's office/ All Heads of Office in Kolkata and Mofussil Charge / Accounts Officer FPU, ZAO, CBDT, Kol/ Secretary,ITGOA Bengal Circle.

Sub: Modified Assured Career Progression Scheme for the Central Govt. Civilian Employees -regarding.

Ref : O.M. No. 35034/3/2008-Estt.(D) of GOI , Ministry of Personnel, Public Grievances and Pensions(DOP&T) dated 19th May 2009.

Sir/Madam,

Kindly refer to the above.

I am directed to request you to issue necessary instruction to all offices under your control so that the Service Books along with the duly filled in Data Sheets in enclosed proforma may be sent to this office in respect of all group B Gazetted Officers posted in such offices and due for financial upgradation on or before 30.09.2016 under Modified ACP Scheme as per terms and conditions of DOP&T's O.M. captioned above for necessary action at this end.

2. The Service Books along with the duly filled in proforma should reach this office on or before 31.12.2015.
3. While sending the Service Books, it may please be ensured that up to date service verification have been made.
4. In respect of those eligible employees who are due to retire on or before 31.06.2016, duly attested legible photocopies of the Service Books may be sent instead of original Service Books so that the processing of pension papers may not be delayed in such cases.

Enco: As above.

Yours faithfully,

(Novel Roy)
D.C.I.T., Hqrs. (Admn. & Vig.), Kolkata

DATA SHEET
PROFORMA FOR MODIFIED ASSURED CAREER PROGRESSION SCHEME

- NAME
- DATE OF BIRTH
- PRESENT POST HELD / PAY BAND and GRADE PAY
- Date of initial appointment in Govt. Service with Grade
- Date of appointment in the Deptt. with Grade
- Subsequent promotion/NFSG thereafter with date(s) & grade(s)
- Whether in-situ-promotion granted at any point of time? If yes, mention date(s) and grade(s).
- Whether any upgradation under old ACP Scheme is granted at any point of time? If yes, mention date(s) & pay-scale
- Whether any upgradation under MACP Scheme is granted at any point of time? If yes, mention date(s) & grade pay
- Date of promotion to the present post
- **Whether any promotion was refused at any stage? If yes, give details.**
- Grade Pay / Scale to which the officer is eligible for Financial upgradation under the MACP Scheme
- Whether upto date service verification has been made
- Penalties imposed, if any, at any point of time during Service
- Remarks

Signature of Head of Office/DDO with seal.