



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

फ़ा.सं. 2E/2/96-97(Sub-XI)/2016-17/40892-41041

दिनांक: 20.01.2017

To,

The Chief Commissioner of Income Tax- 1,2,3,4,5,6, Kolkata
The Chief Commissioner of Income Tax (TDS), Kolkata
The Director General of Income Tax (Inv), WB, Sikkim & NER
The Director/Commissioner of Income Tax (Exemption/ Vigilance/ IT & TP), Kolkata,
The Additional Director General (Trg.), RTI, Kolkata,
The Commissioner of Income Tax, CO/ LTU, Kolkata,
The Commissioner of Income Tax (ITAT), Kolkata
The Secretary (Settlement Commission), Kolkata
All Head quarters officers under the O/o Pr. CCIT, WB & Sikkim.

Sir/Madam,

Sub : Ensuring punctuality in attendance - matter reg.

I am directed to convey that the Hon'ble Chairman, Central Board of Direct Taxes, New Delhi during the video conference held on 18.01.2017 has expressed his deep concern over the present dismal state of punctuality in attendance of officers and officials in the department.

In this context, I am further directed to request you to kindly instruct all officers/ officials under your control to attend the office in time so as to improve the present situation. This matter should be given wide publicity and persons not adhering to the above directions should be dealt with as per the provisions of CCS conduct rules.

This is issued with prior approval of Pr. CCIT, W.B. and Sikkim.

Yours faithfully,

(Sanjib Banerjee)

ACIT Hqrs (Admn. & Vig.), Kolkata
For Pr. CCIT, W.B. & Sikkim.