

REPRESENTATION PROFORMA FOR DCsIT/ACsIT

I. Representation Proforma:

1	Name	
2	Present Posting	
3	Date of Birth	
4	Tenure at the Present Post	
5	Are you requesting for Transfer? (Yes/No)	
	Please specify reasons	
6	Choice of Station(s) for posting on transfer	Reasons for the choice(s)
	1st Preference:	
	2nd Preference:	
	3rd Preference:	

II. Up-to-date Posting Profile as *DCIT/ACIT's*:

Post	Station	From	To	Tenure

Signature:

Date:

Place:

Note: The representation in the above proforma shall reach this office of the CCIT(CCA), Kolkata on or before 06.06.2013.



GOVERNMENT OF INDIA : MINISTRY OF FINANCE
OFFICE OF THE CHIEF COMMISSIONER INCOME-TAX, KOLKATA-I,
P-7, CHOWRINGHEE SQUARE, KOLKATA-700 069
Tel : 033-22136150 Fax : 033-22136989

F.No.2E/4/DCIT-ACIT/2013-14/ **2093-2192**

Dated: 29.05.2013

To

1. The Hqrs to the CCsIT/DGIT of WB Region
2. The CIT Kol – I/ TDS, Kolkata
3. The CIT - (CO)/ Audit-I & II/ Judicial/ RTI, Kolkata
4. The DIT – Vigilance/ Exemp/ Intl.Taxation, Kolkata
5. All officers in the Headquarter of CCIT Kol-I, Kolkata.



Sir/ Madam,

Sub: Circulation of Representation Proforma for DCsIT/ACsIT for AGT-2013– matter reg.

Kindly find enclosed herewith a copy of Representation Proforma for DCsIT/ACsIT for ensuing AGT-2013 which may kindly be circulated among the DCsIT/ACsIT posted in your region/ charge. I am also directed to request you, to kindly ensure that the proforma, after being duly filled up by the DCsIT/ACsIT, reaches the office of the CCIT(CCA), through proper channel on or before 06.06.2013.

Yours faithfully,

(Nilabhra Dasgupta)
DCIT, Hqrs (Admn.), Kolkata
for CCIT (CCA), Kolkata

Enclo: As above.

Copy forwarded for information to:-

1. The Secretary, IRS Officers Association, West Bengal.
2. The Secretary, ITGOA, West Bengal.

(Nilabhra Dasgupta)
DCIT, Hqrs (Admn.), Kolkata
for CCIT (CCA), Kolkata