**CERTIFICATE OF RELINQUISHMENT OF CHARGE**

**Certified that I, in the forenoon of this day, the 08th April, 2016, relinquish the charge of the Income Tax Officer, in the Office of the Chief Commissioner/Director General/Principal Commissioner/Principal Director/Commissioner of Income Tax, in pursuance of the CBDT’s Order No. 62 of 2016 dated 07th April, 2016 issued from F.No.A-32013/01/2016—Ad.VI and the Principal Chief Commissioner of Income Tax, West Bengal & Sikkim’s Order No. 07 of 2016 Dated 08th April, 2016 issued from F.No.2E/35/ITO-ACIT/2016-17.**

**Relinquishing Officer ( )**

 **Income Tax Officer,**

 **--------------------------**

**OFFICE OF THE ……………………………………………………………………………………….**

**No. Date: .04.2016**

**Copy forwarded to:-**

**1. The Principal Chief Commissioner of Income Tax, West Bengal & Sikkim**

**2. The Chief Commissioner/Director General of Income Tax- ,**

**3. The Pr. Commissioner/Pr. Director/ Commissioner of Income Tax…………….**

**4 The Sr. A.O., ZAO, CBDT, Kolkata**

**4.The DDO, ……………..**

**5. Officer concerned**

**6…………………….**

**7…………………………..**

**8. Hindi Cell**

**9. Guard File**

 **( )**

 **Head of Office**

**CERTIFICATE OF ASSUMPTION OF CHARGE**

**Certified that I, in the forenoon of this day, the 08th April, 2016, hereby assume the charge of the Assistant Commissioner of Income Tax (OSD), Kolkata in the Office of the Chief Commissioner/Director General/Principal Commissioner/Principal Director/Commissioner of Income Tax, in pursuance of the CBDT’s Order No. 62 of 2016 dated 07th April, 2016 issued from F.No.A-32013/01/2016—Ad.VI and Principal Chief Commissioner of Income Tax, West Bengal & Sikkim’s Order No. 07 of 2016 Dated 08th April, 2016 issued from F.No.2E/35/ITO-ACIT/2016-17.**

**Assuming Officer ( )**

 **Assistant Commissioner of Income Tax (OSD),**

**OFFICE OF THE ……………………………………………………………………………………….**

**No. Date: .04.2016**

**Copy forwarded to:-**

**1. The Principal Chief Commissioner of Income Tax, West Bengal & Sikkim**

**2. The Chief Commissioner/Director General of Income Tax- ,**

**3. The Pr. Commissioner/Pr. Director/ Commissioner of Income Tax…………….**

**4 The Sr. A.O., ZAO, CBDT, Kolkata**

**4. The DDO, ……………..**

**5.Officer concerned**

**6…………………….**

**7…………………………..**

**8. Hindi Cell**

**9. Guard File**

 **( )**

 **Head of Office**