



भारत सरकार/GOVERNMENT OF INDIA

प्रधान मुख्य आयकर आयुक्तपश्चिम बंगाल एवं सिक्किम का कार्यालय ,
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, W.B. & SIKKIM
आयकर भवन, पि-7, चौरंगी स्कोयार, कोलकाता-700069/Aayakar Bhawan, P-7, Chowringhee Square, Kolkata - 700 069

(दूरभाष)Tel (033-22136150) (फैक्स)Fax 033-22136989

फास.PCCIT/WBS/Admn/DC/Est(Gz)/10(Part-I)/Prom & T-P(AO)/2017-18/25679-25779

Dated. 15.01.2018.

To

1. All Hqrs to the CCsIT/DGIT of WB & Sikkim Region
2. All the PCsIT/PDsIT of WB & Sikkim Region
3. All the CsIT/DsIT of WB & Sikkim Region
4. All ADGs in WB & Sikkim Region.
5. All officers in the Headquarters of Principal CCIT West Bengal & Sikkim.

Sir/ Madam,

**Sub: Circulation of Representation Proforma for A.Os/Sr.P.Ss./P.Ss.
for AGT-2018- matter reg.**

I am directed to enclose a copy of Representation Proforma for A.Os/Sr.P.Ss./P.Ss. for ensuing AGT-2018 for circulation amongst the A.Os/Sr.P.Ss./P.Ss. posted in your charge. I am also directed to request you to ensure that the Proforma, after being duly filled up by the concerned officer, is to be submitted in the office of the Principal CCIT WB & Sikkim latest by **15.02.2018**.

Yours faithfully,

Enclo: As stated above.

Sd/-

(अनुराग त्रिपाठी, भारासे/Anurag Tripathi, IRS)

सहायक आयकर आयुक्त, मुख्या. (प्रशा. व सर्तकता), कोलकाता
ACIT, Hqrs.(Admn. & Vigilance), Kolkata.

कृते प्र.मु.आ., प.ब. एवं सिक्किम/ For Principal CCIT, WB & Sikkim

मेमो No.PCCIT/WBS/Admn/DC/Est(Gz)/10(Part-I)/Prom & T-P(AO)/2017-18/25780

Dated. 15.01.2018.

Copy forwarded for information to the Secretary, ITGOA, West Bengal.

15.1.18

(अनुराग त्रिपाठी, भारासे/Anurag Tripathi, IRS)

सहायक आयकर आयुक्त, मुख्या. (प्रशा. व सर्तकता), कोलकाता
ACIT, Hqrs.(Admn. & Vigilance), Kolkata.

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REPRESENTATION PROFORMA FOR A.Os/Sr.P.Ss./P.Ss.

1	Name				
2	Present Posting				
3	Date of Birth				
4	Tenure at the Present Post				
5	Whether Transfer due ?(Yes/No)				
6	i) Are you requesting for Transfer? If yes, reasons thereof. ii) (separate sheet may be used, if required) (Yes / No)				
7	Choice of Station(s) for posting on transfer (Pls. choose any five(05) as per your preference on a scale of 1 to 5)				
	1.Kolkata ☐	2.Hooghly ☐	3.Haldia ☐	4.Burdwan ☐	
	5.Midnapore ☐	6.Nadia ☐	7. Suri ☐	8.Murshidabad ☐	
	9.Durgapur ☐	10.Asansol ☐	11.Bankura ☐	12.Purulia ☐	
	13.Siliguri ☐	14.Gangtok ☐	15.Darjeeling ☐	16.Kalimpong ☐	
	17.Jalpaiguri ☐	18.Coochbehar ☐	19.Aliporeduar ☐	20.Raiganj ☐	
	21.Malda ☐	22.Balurghat ☐	23.Portblair ☐		
8	Posting Profile since joining as A.O/Sr.P.S./P.S. till date (separate sheet may be used, if required):				
	Post	Station	From	To	Tenure (YY/MM)

Signature:

Date:

Place:

Note: i) The **last date** for submitting the representation in the above Proforma in the **office of the Principal CCIT WB & Sikkim is 15.02.2018.**

ii) Any representation made thereafter will not be entertained.