



प्रधान मुख्य आयकर आयुक्त कार्यालय, पश्चिम बंगाल और सिक्किम
**OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME
TAX, WEST BENGAL & SIKKIM**
Aayakar Bhawan, P-7, Chowringhee Square, Kolkata-700069
Admn. & Vigilance Section
Phone: (033) 2213 6150,
Email Id: kolkata.dcit.hq.admin.vig@incometax.gov.in

फा.सं. PCCIT/WBS/Admn/DC/Gen/82(Part-I)/Swachhata/2023-24

दिनांक: 27.09.2023

Order No. 14/ 2023-24

As part of Swachhata Pakhwada- Swachhata Hi Seva(SHS) 2023, the following officers/officials are hereby assigned the following duties as mentioned in the table below against their names for smooth conduct of cleanliness drive on 1st October, 2023 and other activities on 2nd October 2023 as per Board's OM from F. No. Dir(Hqrs)/Ch(DT)/07(112)/2023 dated 21.09.2023 & 26.09.2023.

Sl. No.	Name of the Officer/Official	Areas of Work
1	Shri Mohit Mrinal, Addl. CIT, Hqrs (Admn. & TPS), Kolkata	(1) Overall supervision and arrangement of Cleanliness drive on 01 st October, 2023 and Prabhat Pheri on 02 nd October, 2023 (2) Preparation and sending of Action Taken report with photographs of the activities undertaken on 01 st and 02 nd October, 2023 to Board. (3) Tweet about the activities undertaken on 01 st and 02 nd October, 2023
2	Shri Vikas Choudhury, JCIT Hqrs. (Tech.), Kolkata	
3	Shri Shantanu Ch. Chandra, ITI	
4	Shri Subham Chourasia, ITI	
5	Shri Ranabir Bhaumik, DCIT Hqrs. (Pers. & Estb.), Kolkata	Supervision and arrangement of Nukkad Natak and Rangoli on 02 nd October, 2023
6	Shri Subhash Kumar, ITO (OSD) Infrastructure	
7	Shri Ambrish Mishra, DCIT Hqrs (Finance), Kolkata	Supervision and arrangement of Painting competition on 02 nd October, 2023.
8	Shri Niraj Srivastava, ITO (OSD) Vigilance	Supervision and arrangement of Shramdaan (Voluntary Work) and Cultural Program in Income Tax Poorva Residential Quarters
9	Shri Vijay Kumar, ITO (OSD) Personnel & Estb., Kolkata	Supervision and arrangement of Shramdaan (Voluntary Work) and Cultural Program in Income Tax Residential Quarters, Ultandanga
10	Shri Bithin Mitra, ITO (OSD) Welfare, Kolkata	Arrangement of refreshments for cleanliness drive on 01 st October, 2023
		Arrangement of miscellaneous items such as broom, shovels, gloves, T-shirts etc.

Sl. No.	Name of the Officer/Official	Areas of Work
11	Shri Saurabh Bharati, ITO Hqrs. (Admn. & TPS)-1, Kolkata	Arrangement of refreshments for Prabhat Pheri on 02 nd October, 2023
12	Shri Rakesh Kumar, ITO (OSD) PLO, Kolkata	Arrangement of vehicles and other logistic facilities on 01 st and 02 nd October, 2023
13	Shri Amar Kant Jha, ITI	(1) Preparation of intimation letters for cleanliness drive, Prabhat Pheri to Kolkata Police & Kolkata Municipal Corporation and Co-ordination with the local authorities. (2) Letters to Doordarshan and other print media for publicizing the swachhata related events/activities to be undertaken by this charge.

2. The DGIT (Inv.), WB, Sikkim & NER/ all the CCsIT in this charge and the field units are requested to undertake cleanliness activities with public participation on 01st October on the sites identified by them as per Annexure- 1.

3. Further, the DGIT (Inv.), WB, Sikkim & NER and the CCIT-1, 2, 3, 4, 5,6 & TDS, Kolkata are requested to direct the officers/officials under their charge to ensure their participation in the swachhata related events/activities to be organized by the O/o the Pr. CCIT, WB & Sikkim on 02nd October, 2023 as per Annexure-2.

4. This issues with the prior approval of the Pr. CCIT, W.B & Sikkim.

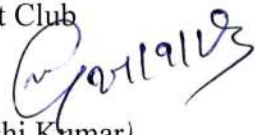
Sd/-
(Anand Kumar Singh)
CIT(Admn. & TPS), Kolkata
For Pr. CCIT, WB & Sikkim

एम.सं. PCCIT/WBS/Admn/DC/Gen/82(Part-I)/Swachhata/2023-24/4636-4656

दिनांक: 27.09.2023

Copy for kind information to the:-

- 1) The DGIT(Inv.) WB, Sikkim & NER.
- 2) The CCIT-1, 2, 3, 4, 5, 6 & TDS, Kolkata
- 3) The Secretary, IRS Association, West Bengal Unit
- 4) The Secretary, ITGOA, West Bengal Unit
- 5) The Secretary, ITEF, Bengal Circle
- 6) The Secretary, Income Tax Sports and Recreation Club, West Bengal.
- 7) The Secretary, West Bengal Income Tax Sports & Amusement Club
- 8) The Officers/officials concerned.


(Savyasachi Kumar)
DCIT Hqrs (Admn & Vigilance), Kolkata
For Pr. CCIT, WB & Sikkim

Sl. No.	Nme of the office holding the event	Name/Designation/ email id/ contact no. of the coordinating officer for the site	Site Location	Site ID allocated by portal (if available)
1	Pr. CCIT West Bengal & Sikkim	MOHIT MRINAL/ Addl.CIT/ kolkata.addl.cit.hq.admin.tps@incometax.gov.in/ 9874440921	PRINSEP GHAT	-
2	Pr. CCIT West Bengal & Sikkim	Vijay Kumar/ITO/ vijay.kumar26@incometax.gov.in/ 9477331276	Near Telenga Bagan Bus Stop, Ultadanga, Kolkata-700067	-
3	DGIT(Inv),WB,Sikkim & NER	Subrahmanyam Tota/ Addl.DIT/ dgit.inv.kolkata@incometax.gov.in/ 7981364331	Aayakar Bhawan Poorva 110, Shanti Pally Kolkata -700107	-
3	ITO office Midnapore	Swapan Kr. Das/ ITO/ midnapur.ito39.1@incometax.gov.in/ 8902199384	Sahoo Bhaban, Kshudiram Nagar	-
4	CCIT-1, Kolkata	Lovish Shelley/Addl.CIT/ lovish.shelly@incometax.gov.in/ 9530400352	Babu ghat, Kolkata	-
5	CCIT-1, Kolkata	Subir Sen/ ITO/ kolkata.ccit1@incometax.gov.in/ 8240980827	Nearer to Ruby More Kolkata - 700107	-
6	CCIT-2, Kolkata	Vineet Kumar/ JCIT/ vineet.kumar@incometax.gov.in/ 9969234881	Eden Park, Kolkata	-
7	CIT TDS, Kolkata	S. B. Chakraborty/ Addl.CIT/ kolkata.cit.tds@incometax.gov.in/ 9445960162	Camac Street and Wood Street abutting Vardaan Market	-
8	PCIT Asansol	Akash Jain/DDIT /asansol.pcit@incometax.gov.in / 7857932603	Michael Faraday Road, Behind Aaykar Abasan, Durgapur	-
9	PCIT Asansol	Akash Jain/DDIT /asansol.pcit@incometax.gov.in / 7857932603	Ravindra Bhawan, BNR More, Asansol	-
10	PCIT Asansol	Akash Jain/DDIT /asansol.pcit@incometax.gov.in / 7857932603	Tourist Locations	-
11	PCIT, Siliguri	Dhedhen W Bhutia/ACIT /dhedhen.w@gmail.com/ 8902199718	Paribahan Nagar	-
13	PCIT-18, Kolkata	SMT KALPANA SINGH/ ACIT/ kolkata.pcit18@incometax.gov.in/ 8902198593	A.J. C Bose Road, Kolkata- 14	-

Minute to Minute Programme**Swachhta Hi Seva(SHS) 2023 Campaign**

Date	Time	Event	Place
02-10-2023	7.00 A.M.	Assembly	Income Tax office, 3 G.P, Kolkata
02-10-2023	7.30A.M.	Beginning of Prabhat Pheri	Income Tax office, 3 G.P, Kolkata to Aayakar Bhawan, Chowringhee Square, Kolkata
02-10-2023	8.30 A.M	Completion of Prabhat Pheri	Aayakar Bhawan
02-10-2023	8.45 A.M	Swachhta Pledge	Aayakar Bhawan
02-10-2023	9.00 A.M	Refreshment	Aayakar Bhawan
02-10-2023	9.30 A.M.	Nukkad Natak	In front of Aayakar Bhawan
02-10-2023	10.00 A.M	Rangoli & photo session	Aayakar Bhawan
02-10-2023	10.30 A.M	Completion of programme	Aayakar Bhawan