



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**

दूरभाष(Tel) 033-2213-6150 फ़ैक्स(Fax) 033-2213-6989 // Email : Kolkata.dcit.hq.admin.vig@incometax.gov.in

F. No.PCCIT/WBS/Admn/DC/Est(Gz)/44(Part-I)/MACP(Gr.B)(Gz-Officer)/2018-19/ 23583- 23733 दिनांक:21.02.2019

To,

All CCsIT/ All DGsIT, All Pr. CsIT/CsIT/CsIT(A), All Addl. CsIT/JtCsIT, All DsCIT/AsCIT in WB & Sikkim Charge,/ All Headquarters in Pr.CCIT, WB & Sikkim's office/ All Heads of Office in Kolkata and Mofussil Charge / Accounts Officer FPU, ZAO, CBDT, Kol/ Secretary_I.T.GOA., Bengal Circle.

Sub: Modified Assured Career Progression Scheme for the Central Govt. Civilian Employees -regarding.

Ref: O.M. No. 35034/3/2008-Estt.(D) of GOI , Ministry of Personnel, Public Grievances and Pensions(DOP&T) dated 19th May 2009.

Sir,

Kindly refer to the above.

I am directed to request you to issue necessary instruction to all offices under your control so that the Service Books along with the duly filled in Data Sheets in enclosed proforma may be sent to this office, in respect of all gazetted Group B employees(ITO/AO/PS) posted in such offices and due for financial upgradation on or before 30.09.2019 under Modified ACP Scheme as per terms and conditions of DoP&T's O.M. captioned above, for necessary action at this end.

2. The Service Books along with the duly filled in proforma should reach this office on or before 22.03.2019.

3. While sending the Service Books, it may please be ensured that up to date service verification has been made.

4. It may also be certified if the eligible candidate has at any time of his career refused promotion.

5. In respect of those eligible employees, who are due to retire on or before 30.09.2019, duly attested legible photocopies of the Service Books may be sent instead of original Service Books so that the processing of pension papers may not be delayed in such cases.

Encl: As above.

Yours faithfully,

(नॉवेल रॉय /Novel Roy)

Jt.CIT(OSD), Hqrs.(Admn. & Vigilance), Kolkata.

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

O/c.

DATA SHEET

PROFORMA FOR MODIFIED ASSURED CAREER PROGRESSION SCHEME

1. NAME :
2. DATE OF BIRTH :
3. PRESENT POST HELD / PAY LEVEL with corresponding GRADE PAY :
4. Date of initial appointment in Govt. Service with Grade :
5. Date of appointment in the Deptt. with Grade :
6. Subsequent promotion(s) thereafter with date(s) & grade(s) :
7. Whether in-situ-promotion granted at any point of time? If yes, mention date(s) and grade(s). :
8. Whether any upgradation under old ACP Scheme is granted at any point of time? If yes, mention date(s) & pay-scale(s) :
9. Whether any upgradation under MACP Scheme is granted at any point of time? If yes, mention date(s) & grade pay(s) :
10. Date of promotion to the present post :
11. **Whether any promotion was refused at any stage? If yes, give details.** :
12. Pay level/Grade Pay to which the officer is eligible for Financial upgradation under the MACP scheme :
13. Whether upto date service verification has been made :
14. Penalties imposed, if any, at any point of time during Service :
15. Remarks :

(Signature of Head of Office/Controlling Officer/DDO)