



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

Section: Confidential

दूरभाष (Tel) 033 2213 6150 // Email: kolkata.dcit.hq.admin.vig@incometax.gov.in

फ.सं. प्रमुआआ/पबसि/प्रशा/आउ/स्था (राज) / 44 (भाग-I)/एमएसीपी (गुप-बी) (अधि) / 2024-25/2314 दिनांक: 02.05.2024
-2464

सेवा मे/To,

All CCsIT/ DGIT, All Pr. CsIT/CsIT/CsIT(A), All Addl. CsIT/JtCsIT, All DCsIT/ACsIT 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 : 1) O.M. No. 35034/3/2008-Estt.(D) of GOI , Ministry of Personnel, Public Grievances and Pensions(DOP&T) dated 19th May 2009.
2) O.M. No. 35034/3/2015-Estt.(D) of GOI , Ministry of Personnel, Public Grievances and Pensions(DOP&T) dated 22nd October 2019.

महोदया/ महोदय,

कृपया उपरोक्त का संदर्भ करें/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-II/AO-III/PS/Sr.PS) posted in such offices and due for financial upgradation on or before 31.07.2024 under Modified ACP Scheme as per terms and conditions of DoP&T's O.M. captioned above, for necessary action at this end.

2. It is requested that HoD's/HoO may be instructed that the Service Books along with the duly filled in proforma should reach **this office on or before 15.05.2024.**
3. While sending the Service Books, it may please be ensured that up to date service verification has been made.
4. In respect of those eligible employees, who are due to retire on or before 31.07.2024, 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.

5. The matter should be brought to the notice of all gazetted Officers posted under your administrative control so as to ensure that no officer eligible for financial upgradation under the MACP Scheme is left out while processing the matter at this end.

Encl.: Data Sheet Proforma
for MACP Scheme.

भवदीय/Yours faithfully,



(राजेन्द्र जयपाल / Rajendra Jaipal)

आयकर उप आयुक्त, मुख्यां (प्रशां व सतर्कता), कोलकाता

DCIT, Hqrs. (Admn. & Vigilance), Kolkata

कृते प्रंमुंआंआं, पंबं एवं सिक्किम/ For Principal CCIT, WB & Sikkim

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)/NFSG 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)