

**MOST IMMEDIATE**

**F.No. B.12020/06/2017-Ad.IX**

Government of India  
Ministry of Finance  
Department of Revenue  
(Central Board of Direct Taxes)

4<sup>th</sup> Floor, R.No.460, Hotel Samrat,  
New Delhi, Dated, the 22nd November 2017.

**OFFICE MEMORANDUM**

Subject:- Minutes of the Meeting of the Personnel Grievance Redressal Committee which was held on 10.11.2017 at 03:00 P.M. Under the Chairmanship of Member (Administration) CBDT, in Kalpvirksha, North Block, New Delhi-regarding.

The undersigned is directed to forward herewith the Minutes of the Meeting held with the representative of ITGOA & ITEF under the Chairmanship of Member (Administration) held on 10.11.2017 at 3.00 P.M.

*Nirbhai Singh*  
(Nirbhai Singh)  
Under Secretary (Ad.IX)  
Ph: 24122761

**Encl. As above.**

To

1. Pr. DGIT (HRD)
2. Pr. DGIT (Exam.)
3. Pr. DGIT (System)
4. DIT (Infrastructure)
5. DIT(Logistic)
6. DIT(O&MS)
7. ADG(Expenditure Budget)
8. Addl. DIT (Data Base Cell)
9. JCIT(V&L)
10. DS(Ad.VI)
11. CIT (C&S)
12. PPS to Chairman, CBDT
13. PPS to Member (Admn.), CBDT
14. PPS to JS (Admn.),DT

Copy to:

(1) The President, ITGOA,  
A-10 D, MIG Flats, Mayapuri  
New Delhi-110064.

(2) The President, ITEF,  
Manishinath Bhawan,  
A-2/95, Rajouri Garden,  
New Delhi-110027

Copy to: DIT (Systems) with request to upload on Income Tax Department website.

**MINUTES OF THE MEETING OF THE PERSONNEL GRIEVANCE REDRESSAL COMMITTEE HELD ON 10.11.2017 AT 03.00 P.M. UNDER THE CHAIRMANSHIP OF MEMBER (ADMINISTRATION) CBDT, IN KALPVIRKSHA, NORTH BLOCK, NEW DELHI.**

The meeting of Personnel Grievance Redressal Committee (PGRC) at apex level was held on 10.11.2017 at 3.00 P.M. in Kalpvirksha, North Block, New Delhi under the Chairmanship of Member (Admn.) CBDT. The meeting was attended by the officers of CBDT and Representatives of ITGOA and ITEF as per the list Annexure-A. Dr. Dilip Kumar Chief Controller of Accounts CBDT, was a special invitee. At the outset the Member (Admn.), welcomed the officers of CBDT and the representatives of ITGOA and ITEF for participating in the meeting and thereafter took up the agenda items for discussion.

The record of the discussions held in the meeting is given below.

<b>Item No.</b>	<b>Agenda Items</b>	<b>Concerned Offices</b>	<b>Action</b>
<b>1. Promotion</b>			
A.	Promotion in the cadre of Pr. AO.	<b>Ad.VI &amp; Pr. DGIT (HRD)</b>	The official side informed that the Cadre of Pr. A.O was created by redesignating the post of Sr. A.O. As per model RR and the draft RR the residency period in the cadre is 6 years. Since there is no eligible candidates available to get promotion to the cadre from A.O, Grade-I, the JCA has requested for a one time relaxation as was granted in the other cadres upto 3 years.  The official side informed that the issue will be taken up immediately after finalization of RR which is pending in the UPSC.
B.	Promotion from ACIT to DCIT for the 2012 batch and left-over officers of earlier batches.	<b>Ad.VI &amp; Pr. DGIT(HRD)</b>	The official side has informed that the grant of STS of 2012 batch has already been done, except few left over cases which will also be completed soon.
C.	Regularization of JCIT of 2005, 2006 & 2007 batches.	<b>Ad.VI &amp; Pr. DGIT(HRD)</b>	The official side informed that the regularization of JCIT 2005 batch has been done. The proposal for 2006 batch will be sent to UPSC shortly. The regularization of 2007 batch will be taken up in due course.

D. NFSG for the 2004 batch and the left-over officers of earlier batches.	<b>Ad.VI &amp; Pr. DGIT(HRD)</b>	The official side informed that NFSG for 2004 Batch has already been granted except few left over cases which will also be completed soon.
E. Ad-hoc promotions from ITO to ACIT for the vacancies of the R.Y.s 2016-17 & 2017-18 and Regularization of the ad-hoc promotions of the R.Y.s 2014-15 & 2015-16.	<b>Ad.VI &amp; Pr. DGIT(HRD)</b>	The DPC for appointment of ITOs to the grade of ACsIT on ad-hoc basis for the year 2016-17 has been held on 02.11.2017. So far as vacancy year 2017-18 is concerned the process would be initiated as soon as vacancies arise in the grade of ACIT. In so far as regularization is concerned the same will depend on the clarification of DoP&T on their O.M. dated 30.09.2016.
F. Finalization of the Seniority List in the cadre of ITO as per the implementation of Hon'ble Supreme Court Verdict in the case of Union of India & others Vs. N.R. Parmar.	<b>Ad.VI &amp; Pr. DGIT(HRD)</b>	The official side informed that the All India Inter-se seniority list of ITOs on the basis of Hon'ble Supreme Court judgment in the case of Union of India & Others Vs. N.R. Parmar has been finalized.
<b>2. Cadre Restructuring &amp; Related matters.</b>		
A. Sending proposal for the Creation of Commensurate posts of AO/PS cadre with the upgraded posts of CCIT/CIT in the CRC, 2013 to the Ministry.	<b>Pr. DGIT(HRD)</b>	The official side informed that the proposal submitted to the Department of Expenditure and DoP&T was not approved.  It was decided that a fresh proposal in this regard from the ITGOA would be examined by DGIT(HRD) and the same would be taken up with DoP&T/DOE.

<p>B. To withdraw the phasing out order, in all cadres, reg. 1633 posts from West Bengal &amp; Sikkim charge.</p>	<p><b>Pr. DGIT(HRD)</b></p>	<p>As a one time exception relaxation in phasing out for certain cadres was approved by the Board on 18.04.2017. The same request has come up again by the JCA.</p> <p>It was decided that the proposal submitted by the JCA regarding relaxation to promotion to certain posts in West Bengal &amp; Sikkim would be examined by the DGIT(HRD) and necessary action would be taken to resolve the matter.</p>
<p>C. Re-allocation of Inspector posts to deficient charges (where stagnation is acute.)</p>	<p><b>Pr. DGIT(HRD)</b></p>	<p>It was decided that the proposal for re-allocation of Inspectors post to deficient charges (where stagnation is acute) would be submitted by the ITEF and the same would be examined by the DGIT (HRD) on priority.</p>
<p>D. To initiate the process of 'Cadre Review' after five years of implementation of Cadre Restructuring 2013.</p>	<p><b>Pr. DGIT(HRD)</b></p>	<p>The official side informed that the period of five years from the implementation of cadre restructuring will be completed in 2018.</p> <p>The process for next cadre review will be initiated in due time.</p>
<p><b>3. Other Issues.</b></p>		
<p>A. Withdrawal of the Instruction linking of examination at the end of training of newly promoted ITOs with the executive posting.</p>	<p><b>DIT (Exam.)</b></p>	<p>The staff side submitted that the instructions of executive and non-executive posts need to be withdrawn in view of the CAT decisions.</p> <p>The official side informed that the matter is subjudice.</p>

B. Mutual Inter-State Transfer of Gr. B Officers.	<b>Ad.VI</b>	<p>The official side informed that at present there is no policy on inter-charge transfer in respect of officers in Group B appointed by 100% promotion.</p> <p>Member(Admn.) directed that JS(Admn) may examine the proposal and expedite a decision in this regard.</p>
C. Postponement of International Attachment of ACIT promoted against vacancies of the R.Y. 2015-16.	<b>Pr.DGIT(HRD)/ADG(Expenditure Budget)</b>	<p>It was informed by the official side that the fund requirement for International Attachment of 2015-16 batch has already been included in the RE.</p> <p>A proposal was also made by the staff side to explore the possibilities for Europe tour instead of Malaysia. It was decided that the feasibility may be examined by Pr. DGIT(HRD) in consultation with Pr. DGIT(NADT).</p>
D. Deviations in AGT, 2017 from mutually agreed upon T&P norms, as followed during the last AGT.	<b>Data Base Cell</b>	<p>The official side informed that during AGT 2017, Placement Committee adopted the criteria of three years as cooling off in case of Mumbai and Delhi for transfer &amp; placement of ACsIT/DCsIT.</p>
E. Finalization of the 'Amendment of the T&P Guidelines, 2010.	<b>Pr. DGIT(HRD)</b>	<p>The Official side submitted that the suggestions submitted by ITGOA would be taken into consideration while finalizing the T&amp;P Guidelines for IRS Officers.</p>
F. Including the MSTUs under the administrative control of DTRITs.	<b>Pr. DGIT(HRD)</b>	<p>The official side informed that the necessary notification has already been issued.</p>
G. Treatment of advance increments on passing of ITI/ITO exams vis-à-vis unwarranted action taken by the Pr.CIT Faziabad, UP(E) region.	<b>Ad.IX</b>	<p>The official side informed that the issue relating to two advance increments had been referred to Chief Controller of Accounts, CBDT. The Controller of Accounts who was present in the meeting assured that he would examine the issue relating to their letter dated 27.05.2017 and revert after 15 days. He also assured to look into the complaints of denial /non-fixation of pension in some cases.</p>

<b>4. Recruitment Rules and Relaxations.</b>		
<p>A. Finalization of pending Recruitment Rules of ITO, AO, PS, EA and ITI as per discussion with the JCA.</p>	<p><b>Pr. DGIT(HRD)</b></p>	<p>The staff side requested for finalizing the matter relating to RRs as early as possible for filling up of vacant posts.</p> <p>The official side informed that DoP&amp;T had again sent the file back with the same objection on residency period and ratio of PR/DR quota.</p> <p>Member (Admn.) directed that Pr. DGIT (HRD) should study the matter comprehensively and bring it to finality in two month's time and if necessary, the JCA could be consulted.</p>
<p>B. Relaxation of eligibility condition to fill up vacant posts in higher cadres of AO/PS.</p>	<p><b>Pr. DGIT(HRD)</b></p>	<p>The staff side informed that since there are no eligible candidates available for promotion to the cadre of Pr. A.O., there is a need of one time relaxation as was granted in the other cadres up to three years.</p> <p>The official side informed that the RRs are pending with UPSC.</p> <p>Member(Admn.) observed that before any proposal for relaxation is taken up the RRs need to be finalized.</p>
<p>C. Restoration of Zonal/Regional Recruitment in the cadre of Gr. 'C' to tide over the huge vacancies.</p>	<p><b>Pr. DGIT(HRD)</b></p>	<p>The Staff side informed that 75% to 80% of the new recruits are not joining in the TA cadre and suggested that regional recruitment should be resorted to with the approval of Finance Minister.</p> <p>The official side informed that a proposal in this regard was rejected by DoP&amp;T as it was not feasible.</p> <p>Member(Admn.) observed that the matter may be re-examined by DGIT(HRD) and a comprehensive proposal may be referred to the DoP&amp;T</p>

		again. He also observed that if posts are vacant despite the indents being sent to SSC, the matter needs to be discussed with the Chairman of SSC for a solution.
D. Merging of Staff Car Drivers with the Tax Assistant, with relaxation or to restructure the cadres to reduce huge stagnation and direction may be given to all Pr. CCsIT for recruitment of SCD(OG) as per new Recruitment Rules.	<b>Pr. DGIT(HRD)</b>	<p>The staff side submitted that there were 600 drivers who were sitting idle without any duties.</p> <p>The official side informed that the proposal for merging of Staff Car Drivers with the Tax Assistant was referred to DoP&amp;T but the same was declined.</p> <p>The ITEF was requested to submit a fresh proposal in this regard to the DGIT(HRD).</p> <p>Member (Admn.) directed that the matter be re-examined and referred it to the concerned authority for approval.</p> <p>On the issue of miscellaneous duties being allotted to drivers, Member (Admn.) observed, that it was a local issue and should be taken up at local level with the PCCIT concerned.</p>
E. Necessary direction may be given to the Pr. CCsIT for filling up of vacant posts in the Departmental Canteen.	<b>Pr. DGIT(HRD)</b>	<p>The official side informed that letters directing all the Pr. CCsIT(CCAs) have been issued to fill up all the vacant posts in the Departmental Canteen as per extant guidelines at the earliest.</p> <p>Member(Admn.) desired that a copy of the letter could be given to the ITEF for following up at Pr. CCsIT level.</p>

<b>5. Implementation of following schemes approved by the Board but still pending for the approval of IFU/DoE.</b>		
A. Providing new Laptops to the Gr. A & Gr. B Officers including AO/PS.	<b>DGIT(Logistics) /DGIT(Systems) /DIT(Infra.)</b>	The official side informed that the proposal for replacement of laptops to officers of the rank of ITOs and above is pending with the Department of Expenditure for approval. For AO/PS, approval is pending from Competent Authority as queries raised by them have suitably been replied.  Member (Admn.) assured that the matter will be expedited.
B. Provide Laptops to the Inspectors under the 1% Infrastructural Incentive Scheme.	<b>DGIT(Logistics) /DGIT(Systems) /DIT(Infra.)</b>	The proposal for laptops for Inspectors is under submission in DoE.  Member (Admn.) directed that the matter may be expedited.
C. Mobile hand set to all officials.	<b>DGIT(Logistics) /DGIT(Systems) /DIT(Infra.)</b>	The official side informed that the proposal is with IFU.
D. The review of the Tarang Scheme immediately in consonance with other providers.	<b>DGIT(Logistics) /DGIT(Systems) /DIT(Infra.)</b>	The official side informed that the matter has been taken up with BSNL/MTNL who has assured that the quality of service will be improved by March, 2018.
<b>6. Pay Fixation matters.</b>		
A. Proper handling of the Court case regarding Revision of Pay Scale from 01.01.1996 for ITO & ITI.	<b>(V&amp;L)/JS(A)</b>	The staff side requested that a direction could be sent to ASG in this regard. It was decided that JS(Admn.) may take up the matter with Pr. CCsIT for expeditious action.
B. Grant of fixation benefit to the	<b>Pr. DGIT(HRD)</b>	The official side informed that a proposal was submitted to the Board and the same is pending with the Department of Expenditure.



Stenographer, Grade – II (erstwhile) after promotion to Stenographer, Gr.I.		Member (Admn.) observed that RRs should be finalized for a long term solution.
C. Implementation of the CAT, Principal Bench Verdict relating to re-fixation of pay of Inspectors from 7450/ from 01.01.2006.	<b>(V&amp;L)</b>	The official side informed that the matter is under submission with Department of Expenditure for acceptability or otherwise of the CAT order.
D. Instruction may be given all the Pr. CCIT (CCAs) for fixation of pay for the Ex-serviceman who are joining in the Department against DR quota.	<b>JS(A)</b>	The official side informed that instructions reiterating DoPT guidelines have already been issued by Ad.IX, CBDT in this regard.  Member(Admn) directed JS(Admn.), to expedite any other pending issues in the matter.
E. To enhance the pay of casual workers as per 7 <sup>th</sup> CPC recommendation and to enhance the pay as per 6 <sup>th</sup> CPC recommendation from 1 <sup>st</sup> January, 2006 instead of 1 <sup>st</sup> July, 2008. Withdraw the order dated 13 <sup>th</sup> May 2003 issued by V&L,	<b>Pr.DGIT(HRD)/ JS(A)</b>	The Official side intimated that the issue relating to enhancement of pay of casual workers as per 7 <sup>th</sup> CPC is pending with Department of Expenditure.  Member (Admn) directed JS(Admn) to look into the matter and expedite the issue. Member (Admn) also directed Pr. DGIT(HRD) to look into the matter of withdrawal of the order dated 13.05.2013 and expedite a solution.

CBDT as per judgement of Pr. CAT.		
<b>7. Technical issues.</b>		
A. Accessibility of all officer/officials in the <a href="http://www.irsofficeronline.gov.in">www.irsofficeronline.gov.in</a> .	<b>DGIT(Systems) /DBC</b>	The official side informed that accessibility for ITO level has been done. For other category of staff the matter is being examined.
B. Proper on job training facilities to all officials in the ITBA module.	<b>DGIT(Systems)</b>	<p>The staff side informed that the practical training being imparted was not satisfactory.</p> <p>The official side from DG(Systems) informed that the Project Prashikshan (ITBA Training ) was commenced from 24.07.2017 and in the two days Training Program for each batch of 100 participants, important modules of ITBA &amp; HRMS such as Assessment, Exemption Recovery, AIMS, 360 Degree, etc were covered. The training included hands-on sessions on specific modules as well to enable the ITD users to be familiar with the new ITBA modules. As on date, 16612 officers/officials have been trained. Besides this, a regular training on "Train the Trainers" (ToT) basis is also being conducted at NADT/RTI/MSTU which is aimed at creating a pool of in- house reserve persons to impart training on ITBA to employees as and when required.</p> <p>On the basis of feedback received regarding difficulties faced by trainees of various regions, additional hands-on training at 7 locations were organized , which was attended by 2120 ITD users .</p> <p>Member (Admn.) directed that DG (System) will analyse and examine the feedback from the trainees and use it to make the training module, more friendly and goal oriented.</p> <p>Member (Admn.) also emphasized that E-working cannot be dispensed with, and appealed to the staff side to accept the ITBA with a positive mind and work in a concerted manner to make it a grand</p>

		<p>success. He also mentioned that the Department has been known for providing the best services and each one of us should come forward and contribute in the endeavour.</p> <p>He assured that any problem that exists or are likely to arise, will be solved on real time basis.</p>
<b>8. Other Issues.</b>		
A. To implement the OM dated 8 <sup>th</sup> August 2007 of CDBT reg. Welfare Fund.	<b>DIT(O &amp; MS)</b>	<p>The official side informed that the creation of the ITWF with a corpus of Rs. 100 crores was objected to by the C&amp;AG.</p> <p>Member (Admn) desired that Pr. DG(Admn.) may examine the matter on priority for an early solution.</p>
B. All the Inter-Charge Transfers should be accommodated against the Direct Recruitment Quota.	<b>Pr. DGIT(HRD)</b>	Member (Admn.) directed the Pr. DGIT(HRD) to examine the matter.
C. Finalization of Duty list of all Group C officials as per Cadre Restructuring 2013.	<b>Pr. DGIT(HRD)</b>	Member (Admn) directed DGIT(HRD) to examine the matter.
D. Sufficient fund in different heads may be allotted to all charges.	<b>ADG (Exp. Budget)</b>	The official side informed that sufficient funds in different Heads of Account especially under the Medical Head will be done in the RE.

The meeting ended with the vote of thanks to the Chair.

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**ANNEXURE- A**

**THE LIST OF OFFICERS AND REPRESENTATIVES OF ITGOA AND ITEF WHO ATTENDED THE PERSONNEL GRIEVANCE REDRESSAL COMMITTEE MEETING HELD ON 10.11.2017 AT 03.00 P.M. IN KALPVIRKSHA, NORTH BLOCK, NEW DELHI, UNDER THE CHAIRMANSHIP OF MEMBER (ADMINISTRATION) CBDT.**

01. Sh. B.D. Vishnoi, Member (Admn.), CBDT	In the Chair
02. Sh. Raman Kumar Goyal	Pr. DGIT(HRD)
03. Sh. Sudhir Kumar	JS (Admn.)/DT
04. Dr. Dilip Kumar	Chief Controller of Accounts
05. Smt. Alka B. Singh	ADG(EB)
06. Sh. S.M. Pandey	Dy. DDIT(DOMS)
07. Sh. B.K. Singh	ADG(HRD)-3
08. Sh. Amit Kumar Sharma	Addl. DIT(Infrastructure)
09. Sh. Manoj Kumar	ADG (HRD)-1
10. Sh. Inderpal S. Bindra	ADG(HRD)-II
11. Sh. L.K. Agrawal,	ADG-1(Logistics)
12. Sh. U.S. Dhyani	DDIT (Infra.)
13. Smt. Shivani Singh	ADG(S)-5
14. Sh. Sandeep Jain	ADG, (Infra-I)
15. Sh. Bharat B. Garg	Director (Hq.), CBDT
16. Sh. R.S. Chatterjee,	DS (Ad.VII & IX)
17. Sh. Brij Mohan,	US(AD.VI)
18. Sh. Jati Singh Meena,	US(Ad.VII)
19. Sh. Nirbhai Singh	US (Ad.IX)
20. Sh. Satyender Singh	Sr. AO O/o Pr. CCA
21. Sh. Ajay Kumar Goyal,	President, ITGOA
22. Sh. Amitava Dey,	Vice President, ITGOA
23. Sh. Bhaskar Bhattacharya,	Secy. Genl., ITGOA
24. Sh. Aravind Trivedi,	Addl. Secretary, ITGOA
25. Sh. J.B. Singh,	Zonal Secretary. ITGOA
26. Sh. Ashok K. Kanojia,	President, ITEF
27. Sh. Yashvant Purohit.	Vice – President, ITEF
28. Sh. Rupak Sarkar,	Secy. Genl., ITEF
29. Sh. M.S. Vengatesan,	Joint Secretary, ITEF
30. Sh. Ravindran B. Nair	Addl. Secy. ITEF
31. Sh. K. Madhusudan	Jt. Secy. ITEF
32. Sh. Ajai Tiwari,	Zonal Secretary (North),ITEF

# JOINT COUNCIL OF ACTION



OF

## INCOME TAX EMPLOYEES FEDERATION & INCOME TAX GAZETTED OFFICERS ASSOCIATION

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Joint Convenors

**Rupak Sarkar**  
089021 98000

**& Bhaskar Bhattacharya**  
089021 98888

No. N-1/2017-18

Dated: 29<sup>th</sup> November, 2017

To  
The Member (Admin),  
Central Board of Direct Taxes,  
North Block,  
NEW DELHI – 110 001.

Respected Sir,

**Sub: Correction in the Minutes of the PGRC Meeting dt. 10-11-2017 – Request regarding** Kindly refer to the above.

We express our gratitude for holding the PGRC meeting on 10-11-2017 and also for publishing the Minutes of the said meeting early. But unfortunately, the Minutes was not recorded properly in some of the agenda items and so, the decisions taken in the meeting has not been properly reflected in the Minutes. The agenda-wise correction in the Minutes is suggested below:

**Item no. 1A: Promotion in the cadre of Pr.AO-** The JS(Admn) has been directed to expedite the sanction of RR in UPSC and DoLA. It has also been decided that the issue will be reviewed after one month.

**Item no. 1E: Ad-hoc promotions from ITO to ACIT for the vacancies of the R.Y.s 2016-17 & 2017-18 and regularisation of the ad-hoc promotions of the R.Y.s 2014-15 & 2015-16-** The process for promotion for RY 2017-18 will be initiated immediately by preparing the tentative eligibility list for collection of APAR and vigilance clearance. The staff-side has also requested the CBDT to take up the issue of the implementation of the DoPT OM dt. 30-09-2016 with the Hon'ble FM so that the regular promotions can be done in the cadre of ACIT and down below.

**Item no. 3E: Finalization of the 'Amendment of the T & P Guidelines, 2010'**-The staff side requested to finalise the same after taking into consideration the suggestion submitted by the ITGOA before the AGT, 2018. The official-side assured to look into it.

**Item No.3F: Deployment of Ministerial Staff posted under the CIT, Haldwani to the MSTU Unit Bareilly instead of MSTU Dehradun for training,** the official side assured to pass necessary order within a short period of time.

**Item No.6C: Implementation of the CAT, Pr.Bench judgement on refixation of pay of Inspectors to Rs.7450/- from 01.01.2006,** the Member(Admn) directed to JS(Admn) to look into the matter and expedite for solution.

**Item No.7A: Accessibility of all officials in the irsofficersonline.gov.in.,** the staff side requested that accessibility for Inspectors may also done on priority basis.

**Item No. 7B: On job proper training facilities in ITBA module:** Regarding system related problems including proper on job training facilities to the officials, the Member(Admn) directed the DG(Systems) to meet with the representatives of JCA once in three months to sort out the problems and resolve the issues.

The above-mentioned points may kindly be included in the Minutes as issued on 22-11-2017.

This is for your kind consideration and necessary action.

Thanking you,

Yours faithfully,

(Bhaskar Bhattacharya)

(RupakSarkar)

Joint Convenors