

**DIRECTORATE OF INCOME TAX (SYSTEMS)**  
**ARA Centre, Ground Floor, E-2, Jhandewalan Extension,**  
**New Delhi-110055**

Telephone : 0120-2770071

Email id : [ramesh.krishnamurthi@incometax.gov.in](mailto:ramesh.krishnamurthi@incometax.gov.in)

F.No. DGIT(S)/DIT(S)-3/AST/Scrutiny/Manual Orders Upload/110/2016-17

Dated: 21.03.2017

To

All Principal Chief Commissioners of Income-tax/ CCsIT (By Name)  
All Principal Director General of Income Tax / DGsIT (By Name)  
All Principal Commissioner of Income-tax/CsIT/CsIT(Admin & CO) (By Name)

Sir/Madam,

**Sub:Time Barring Scrutiny cases pending to be uploaded on the AST System- reg.**

**Ref: E-mail dated 18.01.2017 on the same subject sent by this office**

Kindly refer to the above.

2. With respect to the subject cited above, the time limit for uploading of manually passed orders on the AST system was extended by 60 days i.e. upto 01.03.2017. Even now it is seen that a large number of cases where Notice u/s 143(2) has been issued but Scrutiny order is yet to be uploaded in the AST system. The Chairman, CBDT had desired that the technical reasons, if any, preventing the upload of Assessment Orders in the AST System may be examined by the Directorate and an additional time window may be provided to Assessing Officers to complete the upload.

3. Accordingly, the reasons for pendency in uploading of orders were enquired from the field formation and found that, in general, the orders had not been uploaded in the following cases:

Sl.No	Reasons	Further Action by AO
1	Original & Revised Return both exist in cases selected for scrutiny and Scrutiny Order is passed on the Revised Return only.	No further action by AO is required as the AST system will auto close the pendency
2	Cases referred to/pending with TPO/DRP/AAR	No further action except for passing final order on the AST system as and when the case is referred back to the AO by TPO/DRP
3	Cases abated due to Search Action initiated u/s 132 (& where 153A notices are yet to be issued by the Central charges)	No further action required as the AST system will auto-mark the cases as abated and pendency will be closed.
4	Cases where return is not e-filed in response to notice u/s 148	Manual orders to be uploaded before <b>07.04.2017</b>
5	Cases centralized/ transferred whereas PAN is not migrated or is under migration	PAN to be expeditiously migrated and manual orders to be uploaded before <b>07.04.2017</b>
6	Any other cases facing technical issues	Complaints may be lodged on ITBA Help Desk and after resolution of the problem, manual orders to be uploaded before <b>07.04.2017</b>

4. With a view to effectively manage and collect the demand (by way of refund adjustment or otherwise) and to ensure that all the demands are available on the system, the Directorate has extended the time limit for uploading of manual orders upto **07.04.2017**. It is therefore requested that the AOs may be instructed to take necessary further action as per the above table. There are no other technical reasons for Non-upload.

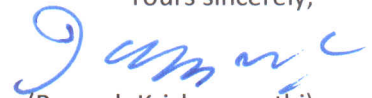
5. The summary of cases where Notice u/s 143(2) has been issued but Scrutiny order is yet to be uploaded is attached. The list of cases where manual order upload is still pending as on date is placed at the following path on i-taxnet for ready reference:

**Resources -> Downloads -> Systems -> Instructions-AST -> Cases pending for Manual Order Upload**

6. Complaints may be lodged on ITBA Helpdesk, in case any technical difficulty is faced while uploading the order in specific cases for resolution.

7. This is issued with the approval of Pr.DGIT(S)

Yours sincerely,

  
(Ramesh Krishnamurthi)  
ADG(S)-3, New Delhi

Copy to:

1. The P.P.S. to Chairman, Member (L&C), Member(Inv.), Member(A&J), Member (IT)CBDT for information.
2. The P.S. to Pr. DGIT(S) for information.
3. The Web Manager, for [www.irsofficersonline.gov.in](http://www.irsofficersonline.gov.in) website.

  
(Ramesh Krishnamurthi)  
ADG(S)-3, New Delhi

JURISDICTION	Section Code				No of Cases
	147	1433	153A	153C	
CC(LTU) KOLKATA		1			1
CCIT (CENTRAL) 1, MUMBAI	16	388	232	46	682
CCIT (CENTRAL) 2, MUMBAI	15	350	305	101	771
CCIT 1 CHENNAI	53	77			130
CCIT 1, AHMEDABAD	58	101			159
CCIT 1, BANGALORE	38	226	12		276
CCIT 1, DELHI	51	108	6		165
CCIT 1, MUMBAI	66	111			177
CCIT 1,KOL	33	58	6		97
CCIT 10, MUMBAI	34	38			72
CCIT 11, MUMBAI	80	29	1		110
CCIT 2 CHENNAI	46	84			130
CCIT 2, AHMEDABAD	55	81	7		143
CCIT 2, BANGALORE	32	310			342
CCIT 2, DELHI	29	130		6	165
CCIT 2, MUMBAI	124	96			220
CCIT 2,KOL	44	65			109
CCIT 3 CHENNAI	112	31		6	149
CCIT 3, DELHI	58	129			187
CCIT 3, MUMBAI	91	148			239
CCIT 3,KOL	56	39			95
CCIT 4 CHENNAI	49	43	6		98
CCIT 4, DELHI	48	144			192
CCIT 4, MUMBAI	48	149		6	203
CCIT 4,KOL	39	52	12		103
CCIT 5, DELHI	47	104			151
CCIT 5, KOL	20	28			48
CCIT 5, MUMBAI	49	101	6		156
CCIT 6, DELHI	67	124	6		197
CCIT 6, KOL	31	14	6		51
CCIT 6, MUMBAI	138	70			208
CCIT 7, DELHI	33	96			129
CCIT 7, KOL	77	14	1		92
CCIT 7, MUMBAI	185	58			243
CCIT 8, DELHI	56	78			134
CCIT 8, MUMBAI	92	37			129
CCIT 9, DELHI	49	141			190
CCIT 9, MUMBAI	85	24			109
CCIT BHOPAL	71	31			102
CCIT BHOPAL AT JABALPUR		1			1
CCIT BHUBANESWAR	61	33			94
CCIT COIMBATORE	44	64		90	198
CCIT INDORE	96	38		6	140
CCIT INTERNATIONAL TAX. DELHI	26	324			350
CCIT JODHPUR, RAJASTHAN	21	60			81
CCIT KANPUR AT AGRA	34	21			55
CCIT MADURAI	26	33			59
CCIT RAIPUR	38	68			106



CCIT SHILLONG	3	16	15	6	40
CCIT TDS, BANGALORE		3			3
CCIT THIRUVANANTHAPURAM	24	27		1	52
CCIT TRICHY	61	7			68
CCIT UDAIPUR, RAJASTHAN	25	50			75
CCIT(CENTRAL),DELHI	8	527	195	13	743
CCIT(Int. Tax) (SZ), Bangalore	3	109			112
CCIT(Int. Tax) (WZ), Mumbai	3	320			323
CCIT, ALLAHABAD	49	23			72
CCIT, AMRITSAR	101	100			201
CCIT, BAREILLY	12	26			38
CCIT, DEHRADUN	21	83	2	18	124
CCIT, EXEMPTION, DELHI	58	220			278
CCIT, GHAZIABAD	76	177		6	259
CCIT, GUJARAT 5, RAJKOT	53	82	1		136
CCIT, HYDERABAD	69	161		2	232
CCIT, LUCKNOW	23	37	6		66
CCIT, NASHIK	101	90	6		197
CCIT, PANAJI	34	72		6	112
CCIT, PUNE	107	139			246
CCIT, SHIMLA	20	60			80
CCIT, THANE	56	55			111
CCIT, VIJAYAWADA	30	70	12	20	132
CCIT, VISAKHAPATNAM	47	34			81
CCIT,CHANDIGARH	44	78			122
CCIT,GUJARAT 6, VADODARA	48	70	6		124
CCIT,GUJARAT 7,SURAT	96	100	6	266	468
CCIT,LUDHIANA	132	175			307
CCIT,PANCHKULA	107	231			338
CCIT-RANCHI	11	11	12	6	40
DGIT (INV) NORTH ,LUCKNOW	3	258	424	412	1097
DGIT (Inv),Chandigarh		1			1
DGIT (INVESTIGATION), EAST CAL	41	522	636	145	1344
DGIT(EXEMPTION), CALCUTTA	4	9			13
DGIT(INV), BHOPAL	3	157	149		309
DGIT(INV), CHANDIGARH	2	197	30		229
DGIT(INV), PUNE	10	266	268	75	619
DGIT(Inv),Bangalore	3	123	84	150	360
DGIT(Inv),Kochi	22	63	154	83	322
DGIT(INVESTIGATION), AHMEDABAD	13	240	413	310	976
DGIT(INVESTIGATION), CHENNAI	29	152	352	97	630
DGIT(INVESTIGATION), HYDERABAD	3	187	526	47	763
DGIT(INVESTIGATION), PATNA	10	135	402	24	571
DGIT(INVISTIGATION), JAIPUR	4	305			309
PCCIT AS CCIT NAGPUR	9	43	6		58
PCCIT, HYDERABAD	42	84			126
PR. CCIT AS CCIT	96	80			176
PR. CIT/CIT AS CCIT	239	401	39	72	751
PR. CIT/CIT AS CCIT KANPUR	20	76			96
<b>Total</b>	<b>4596</b>	<b>11002</b>	<b>4350</b>	<b>2020</b>	<b>21968</b>