



GOVERNMENT OF INDIA
DIRECTORATE OF INCOME TAX
HUMAN RESOURCE DEVELOPMENT
CENTRAL BOARD OF DIRECT TAXES

ICADR Building, Plot No. 6, Vasant Kunj Institutional Area Phase-II,
New Delhi – 110070 Ph. 26130594, Fax 26130594.

F.No. A35015/43/2014-Ad VI / 2805

Dated: 28 /08/2016

To,

All Pr. CCITs/ Pr. DGITs

Subject:- Uploading of draft Recruitment Rules for the post of Pr. Administrative Officer – regarding.

Madam/ Sir,

I am directed to convey that the draft amendment to the Recruitment Rules for the post of Pr. Administrative Officer of Income Tax Department is being uploaded in the website of Income Tax.

2. You are requested to bring the aforementioned draft RR to the notice of all stakeholders, under your jurisdiction, inviting their comments, if any, within 30 days from the date of posting of this letter in the official website of Income Tax Dept.

Yours faithfully

(SS Lohan)
Income Tax Officer
CMD-II, HRD, New Delhi

Copy to:

- i) The Webmanager, Room No-7008, Aayakar Bhavan, Vaishali, Ghaziabad
- ii) The Webmanager, Database Cell, Jhandewalan, New Delhi
(with a request to upload this letter along with draft RR enclosed with this letter, in the official website of Income Tax Dept. at the earliest)
- iii) The Joint Secretary, Admin, CBDT
- iv) The General Secretary, ITGOA
- v) The General Secretary, ITEF

Encl: as stated

(SS Lohan)
Income Tax Officer
CMD-II, HRD, New Delhi

Department of Revenue
(Central Board of Direct Taxes)
NOTIFICATION
New Delhi, the ___th of _____, 2015.

G.S.R. __ In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Finance, Department of Revenue, Administrative Officers (Group 'A' and 'B' Posts) Recruitment Rules, 2004 except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the posts of **Pr. Administrative Officer** in the Central Board of Direct Taxes (CBDT), Department of Revenue, Ministry of Finance.

1. Short title and commencement.-(1) These rules may be called the Ministry of Finance, Department of Revenue, Central Board of Direct Taxes, Pr. Administrative Officers, Recruitment Rules, 2014.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Number of posts, Classification and scale of pay. - The number of the said posts, their classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. Method of recruitment, age limit, other qualifications, etc.—The method of recruitment, age limit, qualifications and other matters relating thereto shall be as specified in columns (5) to (13) of the said Schedule :

Provided that the recruitment by promotion against posts in AO Grade-II in the Region of a Cadre Controlling Authority shall be made only from amongst persons belonging to the cadres of that Region, as indicated against column 11 of the Schedule.

4. Disqualifications – No person,-

(a) who has entered into or contracted a marriage with a person having a spouse living;
or

(b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said posts :

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. Power to relax.—Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order and for reasons to be recorded in writing and in consultations with the Union Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

6. Saving.—Nothing in these rules shall affect reservations and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Ex-servicemen and any other special categories of persons, in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of the post	Number of post	Classification	Pay Band and Grade Pay	Whether Selection or Non-Selection post
1	2	3	4	5
Principal Administrative Officer	21* (2016)*Subject to variation dependent on workload	General Central Services, Group 'A' Gazetted Ministerial.	Pay Band-3.Rs. 15600-39100 + Grade Pay of Rs. 6600.	Selection

Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Period of probation, if any
6	7	8	9
Not applicable	Not applicable	Not applicable	Two years
Method of recruitment : whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods		In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	
10		11	
Promotion		<p>Promotion : Administrative Officers, Grade-II in the pay scale of Rs. 9300-34800 + Grade Pay of Rs. 4800 with six years' regular service in the Grade.</p> <p>Note : Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered, provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p>	

If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
12	13
<p>A] Group 'A' Department promotion Committee (for promotion):-</p> <p>1. Chairman/Member, Union Public Service Commission. - Chairman</p> <p>2. Chairman, Central Board of Direct Taxes. - Member</p> <p>3. Member, Central Board of Direct Taxes. - Member</p> <p>B] Group 'A' Departmental Confirmation Committee (DCC):-</p> <p>1. Chairman, Central Board of Direct Taxes - Chairman</p> <p>2. Member (Personnel and Vigilance), Central Board of Direct Taxes - Member</p> <p>3. Joint Secretary (Admin.), Central Board of Direct Taxes - Member</p>	Consultation with Union Public Service Commission is necessary.