

FLOWCHART FOR PROCESSING OF TIME BARRING PAPER RETURNS

All Assessing Officers are requested to immediately take necessary action in respect of the following :

1. Checking of no. of Time Barring paper returns pending for processing in their code – **Immediately process the same**
2. Checking of no. of Time Barring paper returns pending for processing in their code but belonging to other charges – **Please transfer the same immediately.**
3. Checking of no. of Time Barring paper returns showing in their code but physically not available – **Immediately bring to the notice of the Higher Authority**
4. Regularly check the pushed back time barring returns from CPC – **Process immediately**

ITGOA, WB UNIT