



प्रधान मुख्य आयकर आयुक्त कार्यालय, पश्चिमबंगाल और सिक्किम

**OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, WEST BENGAL & SIKKIM**

Aayakar Bhawan, P-7, Chowringhee Square, Kolkata-700069

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

Phone: (033) 2213 6150

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फा.स. PCCIT/WBS/Admn/DC/Est(Gz.)/77(Part-I)/Promo & T-P (PS&Sr.PS)/2024-25 Date: 28.01.2025

आदेश सं./ Order No.: 275 of 2024-25

**Part-I: PROMOTION:**

The following **Stenographers Gr.I** are hereby promoted to the grade of **Private Secretary** in the Level-7 ( Pre revised Pay Band 2: Rs.9,300 – 34,800/-, Grade Pay Rs.4600/-), on **regular basis**, for the V.Y 2025, with effect from 01.02.2025 or from the date of their joining on such promotion on **in-situ** basis, whichever is later :-

Sl. No.	Name (Shri / Smt)	Date of Birth	Present posting as Stenographer, Grade - I
1.	ANIMA MONDAL MUKHERJEE	18.04.1991	O/o PCIT – 13, Kolkata
2.	AYASH KUMAR	01.06.1990	O/o PCIT, Asansol
3.	SUNIL KUMAR	16.01.1982	O/o DGIT (Inv), WB, Sikkim & NER
4.	SANJEET RAVIDAS	10.01.1984	O/o CIT (Appeals) Unit – 10, Kolkata

(a) The above persons are hereby asked to exercise their options within 1 (one) month of the date of promotion in the matter of fixation of pay on such promotion in terms of Para-3 of the Ministry of Personnel, Public Grievances Pension (Deptt. Of Personnel & Training) Office Memorandum No. 13/2/2017-Estt.(Pay-I) dated 27.07.2017.

(b) The Officials concerned are liable to be reverted without prior notice at any time.

(c) The persons concerned may please note that in the event of their refusing promotion, they would be debarred from promotion for a period of one year from the date of refusal of said promotion or till the next vacancy arises, whichever is later, as per the D.O.P&T's O.M No. 22011/5/86-Estt.(D), dated 10.04.1989 read with O.M. No. 22011/5/91-Estt.(D) dated 27.03.1997.

(d) The promotion of the above mentioned Officers in the grade of PS is subject to any relevant Court Order or direction/instruction issued by CBDT/DoPT/HRD in this regard.

**Part-II:** A compliance report in this regard should reach the office of the Pr. CCIT, WB & Sikkim by 07.02.2025 through proper channel.

*Sd/-*

(ए के सिंह, भा.रा.से. / A. K. SINGH, I.R.S.)

आयकर आयुक्त (प्रशा. व कर दाता सेवाएं), कोलकाता

*Commissioner of Income Tax (Admn. & Tax Payer Services), Kolkata*



प्रधान मुख्य आयकर आयुक्त कार्यालय, पश्चिमबंगाल और सिक्किम  
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मेमोस. M. No. PCCIT/WBS/Admn/DC/Est(Gz)/77(Part-I)/Prom & TP(Sr.PS/PS)/2024-25/21731-21880

Date: 28.01.2025

सूचना एवं आवश्यक कारवाई के लिए प्रतिलिपि Copy for information and necessary action to:

1. प. बंगाल एवं सिक्किम प्रभार के सभी मुख्य आयकर आयुक्त/आयकर महानिदेशक, All CCsIT/ DGIT in W. B. region.
2. प. बंगाल एवं सिक्किम प्रभार के सभी प्रधान आयकर आयुक्त/ प्रधान आयकर निदेशक, All PCsIT/ PDsIT in W. B. region.
3. प. बंगाल एवं सिक्किम प्रभार के सभी आयकर आयुक्त/ आयकर निदेशक, All CsIT/ DsIT in W. B. region.
4. संबन्धित अधिकारी/The Officer concerned.
5. लेखा अधिकारी, क्षेत्रीय लेखा कार्यालय, सीबीडीटी, कोलकाता, The Accounts Officer ; ZAO, CBDT, Kolkata.
6. सहायक निदेशक(रा.भा.)-1, कोलकाता(हिन्दी अनुबाद हेतु), The AD(OL)-1, Kolkata(for Hindi version).
7. सचिव, भा रा से एशोसियेशन, प. बंगाल प्रभाग, The Secretary, IRS Association, West Bengal Chapter.
8. सचिव, आय. राज. अधि. एशोसियेशन, प. बंगाल प्रभाग, The Secretary, ITGOA, West Bengal Unit.
9. सचिव, आयकर कर्मचारी फेडरेशन, बंगाल सर्किल The Secretary, ITEF, Bengal Circle.
10. सचिव, अखिल भारतीय आयकर अनु. जाति /जनजाति कर्मचारी कल्याण संगठन, प. बंगाल प्रभाग, The Secretary, All India Income-tax SC & ST Employees' Welfare Association, W. B. Unit.
11. Confidential Section for uploading order in departmental website: [www.incometaxkolkata.gov.in](http://www.incometaxkolkata.gov.in)
12. गार्ड फाईल, The Guard-File.

(आशुतोष कुमार साहू भा.रा.से. / ASHUTOSH KUMAR SAHU I.R.S)

आयकर उपायुक्त, मुख्या. (प्रशा. व सर्तकता), कोलकाता  
DCIT, Hqrs. (Admn. & Vigilance), Kolkata