

**Directorate of Human Resource Development  
( Central Board of Direct Taxes )  
2<sup>nd</sup> floor, Jawahar Lal Nehru Stadium, New Delhi – 110003**

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Date : 21.04.2020

To

All Pr.CCsIT/Pr.DGsIT  
CCsIT/ DGsIT

**Sub : Donation of one days salary to PM Cares Funds – every month till March 2021 –regarding.**

It has been decided to appeal all officers/ staff of Department of Revenue to contribute their one day's salary every month till March, 2021 to PM's CARES FUND to aid the Government's efforts to fight the corona virus pandemic vide F.No.A-50050/42/2020-Cash dated 14.04.2020.

2. CBDT has also decided to appeal all officers and staff of Income Tax Department for similar contribution as per DoR letter referred to above.
3. Accordingly, it is desired that the information may be compiled Pr.CCsIT/ Pr.DGsIT wise for Group A, B and C in the format enclosed and total numbers in each category be forwarded to HRD.
4. The requisite information at para 3 above may be forwarded by email at [dgithrd@incometax.gov.in](mailto:dgithrd@incometax.gov.in) / [meeta.singh@incometax.gov.in](mailto:meeta.singh@incometax.gov.in) latest by the afternoon of 24.04.2020.

Encl.: As above.

Yours sincerely,



(Rashmi Saxena Sahni)  
Pr.DGIT(HRD), CBDT,  
New Delhi

Copy to:

1. Sh. Rakesh Gupta, CIT (C&S), CBDT, North Block, New Delhi.
2. Ms. Surabhi Ahluwalia, CIT(M&TP) & (Official Spokesperson), CBDT, New Delhi.

**INTIMATION**

I \_\_\_\_\_ (Designation) \_\_\_\_\_ (Employee Code ) \_\_\_\_\_  
hereby intimate that I do not wish to contribute one day salary every month till March, 2021  
to the PM CARES FUND.

(Signature)

F.No.A-50050/42/2020-Cash  
Government of India  
Ministry of Finance  
Department of Revenue  
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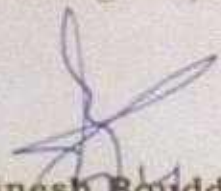
Room No.256, North Block  
New Delhi, the 17<sup>th</sup> April, 2020

**C I R C U L A R**

**Subject: Donation of one day's salary to PM Cares Fund - reg.**

It has been decided to appeal all officers and staff of Department of Revenue to contribute their one day's salary **every month till March, 2021** to the **Prime Minister's** Citizen Assistance and Relief in Emergency Situations (**PM CARES**) Fund to aid the Government's efforts to fight the corona virus pandemic.

2. Any officer or staff having objection to it may intimate Drawing & Disbursing Officer, Department of Revenue in writing mentioning his/her employee code latest by 20.04.2020.

  
( **Dinesh Bouddh** )  
Director (NC/GAR) & HoD

To

1. All Officers/Officials of D/o Revenue including both Boards, i.e., CBIC & CBDT.
2. DDO, Department of Revenue
3. NIC with the request to send SMS to all officers and staff.
4. PAO, Department of Revenue, Church Road Hutments.