आयकरनिदेशालय (पद्धति)
DIRECTORATE OF INCOME TAX (SYSTEM)
एआरएसेंटर,भू-तल,ई-2 झंडेवालानएक्स
ARA Center, Ground Floor, E-2, Jhandewalan Extension,
नईदिल्ली – 110055, New Delhi – 110055

F.No Pr DGIT(S)/ADG(S)2/ITBA-OLTAS/RB INST/347/2019 /3432 **Dated: 28.11.2019**

To

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

Sir/Madam,

Subject: Release of various collection report in ITBA-OLTAS environment-reg.

As you may be ware that OLTAS module has been migrated to ITBA environment and presently challan correction facilities are available in ITBA. The various collection MIS/reports which were available in the legacy OLTAS module have been designed and developed in ITBA environment and being release to enable field access and generate. The reports are available in Income Tax Business Application (ITBA) as per the following details:

2. OLTAS-MISs can be accessed in ITBA by entering the following URL in the browser: https://itba.incometax.gov.in
The path for the same is: ITBA Portal →Login → Modules → OLTAS→MIS

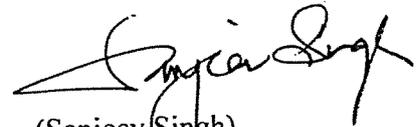3. The following reports are being released in ITBA-OLTAS Module:

- **Consolidated Collection Report for Challan-Refund** – This report will fetch MIS on overall Gross, Refund and Net Collection of the charge for the chosen Financial Year. Officers from ITO to Pr.CCIT can generate and view net collection report. The user can populate designation under his/her charge and Assessment Year in the screen and press apply button to generate report.

- **Report For Minor Head wise details of TOP Taxpayers:** This report generates list of 100 Top taxpayers of the jurisdiction. User need to select any one of the minor heads like 100,200,300 etc and Financial Year and press apply button to generate the list.

4.   Training material including user manual, help content and frequently asked questions (FAQs) are available on the OLTAS/Refund Banker Module Home Page and on ITBA Portal Online Training on ITBA. Users can refer to these documents in case of any issues.

5.   Users are advised to contact helpdesk in case of any issues in respect of the ITBA.

      a. URL of helpdesk - itba.helpdesk@incometax.gov.in
      b. Help desk number – 0120-2811200
      c. Email ID – helpdesk_messaging@incometax.gov.in
      d. Help desk Timings – 8.30 A.M. – 8.30 P.M. (Monday to Friday)

6.   This issues with the approval of Pr DGIT(S).

Yours faithfully,

(Sanjeev Singh)
Addl Director General (Systems) -2

Copy to:
1. The P.P.S to Chairman, Member (Administration), Member (Inv.), Member (R & IT), Member (F & TPS), Member (A&J) & Member (Legislation),CBDT for information.
2. The P.S. to Pr. DGIT(S) for information.
3. The Web Manager of www.irsofficersonline.gov.in website with a request to upload the Instruction.
4. ITBA Publisher (ITBA.Publisher@incometax.gov.in) for https.incometax.gov.in with a request to upload the Instruction on the ITBA Portal.

(Sanjeev Singh)
Addl Director General (Systems) -2