

**Office of the  
Principal Chief Commissioner of Income Tax,  
Andhra Pradesh & Telangana  
10th Floor, Income Tax Towers, AC Guards, Hyderabad – 500004,  
Tel. No. 040 – 23425474, Fax : 040-23241427, 23240403**

No. Pr.CCIT/AP&TS/NS/2017-18

Date: 01.02.2018

**MEMORANDUM**

Sub: Establishment – I.T. Department, Andhra Pradesh & Telangana –  
**Promotion to the cadre of Notice Server – Allotment of  
Officials – Reg.**

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The under mentioned official, whose name has been approved by the Departmental Promotion Committee held on 29.06.2017 for promotion to the cadre of **Notice Server on Regular Basis** in the Pay Level 3 of Pay Matrix of 7<sup>th</sup> CPC [pre-revised scale of Pay Band/Scale of PB-1 of Rs. 5200-20200 with corresponding Grade pay of Rs. 2000/-] and such allowances as may be sanctioned from time to time, is allotted to the appointing authority mentioned in column number 3 for being posted in the offices mentioned against his name at column number 4 of the table below:

Sl. No.	Name, Designation and Office in which working (S/Shri/Smt)	To whom allotted	Office to which posted
(1)	(2)	(3)	(4)
1	Sri SHEKAR BABU. B MTS O/o Addl. CIT, Range-17, Hyderabad.	ADCIT, RANGE-17 HYDERABAD	ADCIT, RANGE-17 HYDERABAD

Note:-The above posting is temporary and the same will be reviewed as per the Transfer Policy for Group “c” officials, 2017 during AGT2018.

2. The following conditions should be mentioned in the promotion order issued by the appointing authority:-

a) His promotion is purely provisional;

b) He will be liable for reversion –

(i) if after a review of the vacancies, it is found that his promotion is in excess of the vacancies available;

Or

(ii) if found unfit for retention in the post of Notice Server.

c) His promotion as Notice Server is subject to outcome of any Cases pending before the Hon’ble CAT and Hon’ble Courts.



contd....

- d) His promotion as Notice Server is subject to outcome of decision by the Hon'ble CAT in O.A no. 020/00557/2014 dated 02.01.2015.
- e) The attention of the promoted official is invited to MHA's O.M. F. No.7/1/80-Estt-P.1 dated 26/09/1981 and Ministry of Finance, Department of Expenditure (Implementation Cell) O.M. in F.No. 1/1/2008 regarding exercising of option for fixation of pay on promotion.
- f) His seniority in the cadre of Notice Server will be liable for revision at any point of time, if any bonafide mistake is found with reference to any records.
- g) His promotion is subject to outcome of recasting of reservation rosters in the cadre of Notice Server in accordance with DOP&T's O.M.No. 36012/45/2005-Estt(Res.) dated 10.08.2010.
- h) The official will not be eligible for pay fixation consequent to this promotion in case his pay has already been upgraded in the scale of Notice Server under ACP Scheme/MACP Scheme.
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3. The promotion order should be issued in the prescribed proforma immediately.
4. This issues with the approval of the Pr. CCIT, Andhra Pradesh & Telangana.



**(RANJANI PARVATHI MANICKAM)**

Asst. Commissioner of Income Tax,  
(H.Qrs) (Admn.)

O/o Pr. CCIT, A.P. & Telangana, Hyderabad.

To:

- 1.The Appointing Authority mentioned in Column 3 (By name) with a request to issue promotion order in respect of the above official **immediately** endorsing a copy thereof to this office. A copy of the same may also be marked to the Secretary, ITEF/ITEF(MTS), A.P. Circle, Group-C Association, Hyderabad.
2. The Confidential Section of this office.
3. The DPC File.
4. The CCsIT/DGIT(Inv.)/(CsIT/DIT(Inv.)/Addl/Jt.CsIT of AP & Telengana Region.
- 5.The Notice Board.