

Office of the Pr. Chief Commissioner of Income Tax
Andhra Pradesh & Telangana
10th Floor, Income Tax Towers, AC Guards, Hyderabad-500 004
Tel No. 040 23425475, Fax: 23241427/23240403

F.No. Pr.CCIT/JCM/2018-19.

Date: 08-05-2019

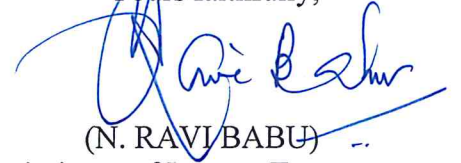
TO
All Chief Commissioners of Income Tax
The Director General of Income Tax
All Pr.Commissioners/Pr.Director of Income Tax
All Commissioners/Director of Income Tax
Andhra Pradesh & Telangana Region.

Sir/Madam,

Sub: Establishment – IT.Department ,AP & TS Region – Minutes
Of the Joint Consultative Machinery Meeting (JCM) held on
08-04-2019 with the representatives of ITEF, AP&TS –
Forwarding of – Regarding.

In connection with AGT-2019, I am directed to forward herewith the Minutes of the Joint Consultative Machinery Meeting (JCM) held on 08-04-2019 with the representatives of ITEF, AP&TS Unit regarding Transfer Policies for Group 'C' Officials for kind information.

Yours faithfully,



(N. RAVI BABU)

Addl..Commissioner of Income Tax
(HQrs)(Admn&Vig),
O/o.thePCCIT, Hyderabad.

Encl: As above.

Copy to: The Income Tax Employees Federation, AP&TS Region.

**MINUTES OF THE ANNUAL JOINT CONSULTATIVE MACHINERY(JCM) HELD ON
08-04-2019 WITH THE REPRESENTATIVES OF ITEF, AP & TS UNIT**

Present:

Administrative side:

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| 1. Shri Bishwanath Jha | Pr.Chief Commissioner of Income Tax |
| 2. Shri Peeyush Sonkar | Commissioner of Income Tax(Admn&TPS) |
| 3. Shri N.Ravi Babu | Addl.Commissioner of Income Tax(HQrs) (Admn& Vig) |
| 4. Shri Rajat Mitra | Addl.Commissioner of Income Tax(HQrs)(Tech& Prosn) |
| 5. Shri A.S.Sant | Addl.Commissioner of Income Tax(HQrs)(Infra) |
| 6. Shri Sundar Rajan | Jt.Director of Income Tax(Systems) |
| 7. Shri Subrahmanyam Tota | Dy.Commissioner of Income Tax(HQrs)(Admn) |
| 8. Shri V. SriVijay | Dy.Commissioner of Income Tax(HQrs)(Vig) |
| 9. Srhi G.V.V.Subrahmanyam | Income Tax Officer(HQrs)(Welfare) |

ITEF Members present during the meeting :

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| 1. Shri K.V. Ramana Rao, | President, ITEF |
| 2. Shri M.V. Prasad | General Secretary |
| 3. Shri Chandra Shekar | Vice President |
| 4. Shri Pundarikaksha Rao | Vice President, Vijayawada |
| 5. Shri Vijay | Addl.Secretary |
| 6. Shri Chaitanya | Jt. Secretary, Vijayawada |
| 7. Shri A.V Prabahakar | Jt.Secretary |
| 8. Shri P.V. Balakrishna | Vice-President |
| 9. Shri Radha Krishna Reddy | Jt.Secretary |
| 10. Shri Sudhakar Reddy | Asst.Secretary |
| 11. Shri V. Krishna Prasad | Vice-President |
| 12. Shri G. Kishore | Asst. Secretary |
| 13. Shri Chatur Naik | E.C. Member |
| 14. Shri Susheela Rani | E.C. Member |
| 15. Shri Ajith Acharya | Treasurer |
| 16. Shri Muni Rao | President, Visakhapatnam |
| 17. Shri Rakesh Kumar Reddy | Vice-President |

The Addl.Commissioner of Income Tax (HQrs)(Admn&Vig) welcomed the gathering. This was followed by the introduction of the members of ITEF. The points raised in the Agenda of the ITEF were discussed and replied. Apart from the points replied, the other issues raised by the ITEF have also been deliberated upon as under:

| ITEF | Administration |
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| Medical bills-centralisation. DDOs are not submitting the medical bills. Hospital authorities | CIT has stated that in Mumbai, it has been centralized. If centralized the efficiency won't come and leads to further delay in processing of medical bills. |

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| <p>are not accepting for treatment on credit bills.</p> | <p>Assigning the DDO jobs to Administrative Officers instead of DCsIT is under consideration. This may help in speedy disposal.</p> <p>Circular will be issued to this extent on priority basis. Meeting with the hospital authorities will be organized to verify the pending outstanding dues.</p> |
| <p>LPC is being sent after transfer of the official or officer and medical bills are not transferred.</p> <p>In vizag bills were not passed and budget was surrendered.</p> | <p>We will try to find out from the Visakhapatnam office.</p> |
| <p>In Visakhapatnam hospitals are not accepting the credit letter from the Department. They want a letter from CCIT, Vizag and the hospital authorities will take up the credit facility</p> <p>In Vizag only one dispensary is there. Request letter to the CCIT, Vizag for empanelment of area and hospitals. Its pending till date</p> | <p>Pr.CCIT stated that as per CGHS rules, the person is supposed to pay and then claim reimbursement to you but not to the hospital. But this is the extra arrangement made by the local administration with the hospital authorities to extend credit facility.</p> |
| <p>Secretarial Assistance Circular issued for Secretarial Assistance. Outsourcing in all the cadres OS/Steno/TA. Why Steno cadre was included?</p> | <p>Pr.CCIT has stated that review the situation of hiring outsourcing personnel.</p> |
| <p>For sweepers and security they have separate dresses, for data entry operators are some code should be given.</p> | <p>It is stated that this year, a fresh tender is due, it will be considered or will be put in terms and conditions</p> |
| <p>Renovation of Aayakar Bhavan</p> | <p>Will be taken up.</p> |
| <p>Signature Towers – one range can be shifted because of jurisdiction</p> | <p>It was stated that the record rooms cannot be disturbed and one specific range cannot be brought. Range should be near the PCIT.</p> <p>As per norms we are short by 1 lakh square feet. If there is surplus waste in Signature Towers we can consider it either shifting some one or surrendering.</p> <p>No range will be shifted from Signature Towers.</p> |

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| Lift problem in Signature Towers | Already instructions to the building owner were given some lifts will be operated exclusively for the Department employees. |
| Toilets Supervision is being done in 10 th floor only. A whatsapp number or email id may be given complaint will be sent. | Already ground floor toilets are under renovation Censors are not working in the toilets, even when they are cleaning twice. ITO Welfare was asked to check the house keeping people put up a chart in every floor. Whenever it was cleaned they have to be tick marked. It was decided that a log book should be maintained in PRO room so that proper check will be there. |
| Guest House | Another two 'A' Type Quarters will be converted into Guest Houses in addition to the existing guest houses for Group 'B' and 'C' employees. Guest House rules have been streamlined. Only family of the officers or the officials and the official himself are being allotted guest house. |
| Kurnool Office – frequent short circuit – wiring is very old. | CIT has stated that a letter has been sent to all the Pr.CsIT seeking for proposals under the Minor work projects. Once it is received, the same will be taken up with Board. JCIT (Infra) was asked to speak with PCIT, Kurnool. It was stated that the problem will be resolved. |
| Shifting of Field Pay Unit | The issue will be taken up with the ZAO feasibility to ascertain. |
| Compassionate Appointment | The file is pending because of one proposal. It will be taken care of. |
| Lying of speed breaker in front of I.T. Towers | JCIT (Infra) was directed to write a letter to the GHMC people |
| Visakhapatnam | |
| Guest House 15 Vacant quarters are there. Type 5 bungalow is vacant 1 and half year | Send the details, how many quarters are vacant for how long, based on that decision will be taken. |
| Infrastructure | For the last 8 years no renovation is being taken up. Even though the issues are taken up in Tier-1 and Tier-2 nothing has happened. Will take up this issue with the CCIT, Vizag |

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| Seniority issues – no book format was received. In the seniority list in the cadre of ITO date of promotion is not mentioned. In other cadres like OS / Sr.TA only year of promotion is mentioned. some people are not getting notional increment | It was stated that the seniority list was uploaded on website. It was decided again the seniority list should be put up and call for objections, if no objections are received then list can be finalised. |
| Daba Gardens office – work under Minor Works - generator is not working - | It was stated that CCIT, Vizag is a budgetary controlling authority, however, JCIT (Infra) was asked to write a letter. |
| ICT Issue. Reaching application from mofussil stations to Hyderabad it is taking time. | Board's guidelines are followed. Once in a year the ICT applications will be forwarded. Whoever has submitted within time. It will be taken up. Advance copy can be submitted to Pr.CCIT office. |
| Non-receipt of APARs - pending before reporting officer and reviewing officer. | DCIT, Vigilance was asked to check-up this issue. |
| SCD drivers working in PCIT office, they may be posted in range offices | It was stated that requisition of 6 cars was placed and then they will have sufficient work |
| Canteen Committee In vizag office canteen staff should be placed in different offices | This was noted |
| MTS posted as TA | Transfer on promotion is a norm and it will be followed accordingly. |

CONCLUSION :

The Association members thanked the administration. The meeting concluded with a note that in future also we will work together for a better working environment.

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F.No. Pr.CCIT/JCM/2018-19.

Date:29-05-2019

CORRIGENDUM

Sub: Establishment – IT.Department ,AP & TS Region – Minutes
Of the Joint Consultative Machinery Meeting (JCM) held on
08-04-2019 with the representatives of ITEF, AP&TS –
Regarding.

The Joint Consultative Machinery Meeting(JCM), was held on 08-04-2019. In the minutes of the meeting circulated vide F.No.Pr.CCIT/JCM/2018-19, dated 08-05-2019, while mentioning the names of certain members of ITEF and their posts certain mistakes crept in as mentioned in column 2. Hence the same may be read as per column 3.

| S.No. | Names mentioned in Minutes | Now the names may be read as |
|-------|--|--|
| 1 | 2 | 3 |
| 1 | Shri Chandra Sekhar | Shri Chandra Sekhar T. |
| 2 | Shri Pundarikaksha Rao, Vice President, Vijayawada | Shri Pundarikaksha Rao P. Vice President |
| 3 | Shri Vijay | Shri Vijay A |
| 4 | Shri Chaitanya, Joint Secretary, Vijayawada | Shri Chaitanya K.Krishna, Member |
| 5 | Shri Radha Krishna Reddy | Shri Radha Krishna Reddy D |
| 6 | Shri Sudhakar Reddy | Shri Sudhakar Reddy S |
| 7 | Shri Chatur Naik | Shri Chatrr Naik R |
| 8 | Shri Susheela Rani | Smt.Susheela Rani I |
| 9 | Shri Ajith Acharya, Treasurer | Shri Ajith Kumar Acharya |
| 10 | Shri Muni Rao, President, Visakhapatnam | Shri Muni Rao |
| 11 | Shri Rakesh Kumar Reddy | Shri Rajesh Kumar Reddy P |

(N. RAVI BABU)
Addl..Commissioner of Income Tax
(HQrs)(Admn&Vig),
O/o.thePCCIT, Hyderabad.

Copy to: The Income Tax Employees Federation, AP&TS Region.

Reply Statement for JCM TIER III, 2019

| ISSUES | Remarks of the Pr.CCIT |
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| 1. <u>Amendment to Transfer Policy :</u> | |
| <p>(a) As decided in JCM, 2018, the policy of 2 year non-assessment and 2 year assessment tenure for ITIs working in Hyderabad, Vijayawada, Vizag may be continued.</p> <p>(b) Further, those ITIs who worked as O.S / Steno / Sr.TA for one year in assessment office may be allowed to complete two years as ITI in the above stations.</p> <p>(c) Many of the ITIs who are due for assessment were posted in non-assessment (viz., Investigation, I &CI etc.) in AGT, 2018. If these ITIs are willing to continue in same office this year, the same may be considered, as most of them completed only one year in that particular office.</p> <p>(d) For all other cadres, except Inspector cadre in Hyderabad, Vijayawada and Visakhapatnam, the existing system of 3 years in assessment and 2 years in non assessment may be continued.</p> <p>(e) In case of adjustment problems in other cadres, preference may be given to complete 3 years assessment i.e persons not completing 3 years in assessment should be allowed to complete the assessment term.</p> <p>(f) Instructions may be issued to Assessment Range heads in Hyderabad, Vijayawada and Vizag <u>not to post any ITI exclusively for Range office</u> as the tenure of ITI is only two years in assessment.</p> | <p>Agreed to follow subject to administrative requirements/constraints</p> <p>Agreed to follow subject to administrative requirements/constraints</p> <p>Agreed to follow subject to administrative requirements/constraints</p> <p>The existing Policy of 3 Years assessment and 2 Years Non assessment will be continued in all other cadres except it is including Hyderabad, Vijayawada and Visakhapatnam.</p> <p>Subject to administrative requirements and administrative constrains.</p> <p>As agreed in the JCM 2018 , It will be mentioned in the order, " Inspector(s) may be attached to the Range Offices on Rotation basis or with any alternative options available to ensure that no Inspector(s) is/are attached to Range office more than a year."</p> |
| <p>(g) The new recruits may be posted in moffusil stations to fill up the vacancies. They should be given place of choice only after completion of</p> | <p>Agreed to follow subject to administrative requirements/constraints</p> |

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| the station tenure. | |
| (h) No city to moffusil transfers on longstanding grounds. Long standing transfers may be made only when there is absolute necessity. In such case the senior-most persons may be transferred. | Agreed to follow subject to administrative requirements/constraints |
| (i) In case a member is transferred to a place against his choice then he may be brought back in the next AGT i.e., after one year to his place of choice. (j) Station tenure for Nellore and Kakinada may be made three years in all cadres due to large number of seekers for these stations. (k) Preference may be given to station choice than assessment and non-assessment. The assessment postings in a particular station may be filled first with the officials working in that stations. If still there are vacancies in assessment, then those coming from other stations can be considered for assessment. | Cooling off period is 2 years. However, will be considered in deserving cases subject to administrative requirements/ administrative constraints. Agreed to follow subject to administrative requirements/constraints It all depends on the vacancies available in that particular station. However, will follow subject to administrative requirements/constraints. |
| (l) <u>Posting in Company Circles :</u> a. Inspectors and SR.TAs /TAs may be posted in Company circle on service seniority basis. Priority to be given to officials who have never worked in Company circle in any cadre. b. New recruits may not be posted in company circles as their first posting. <u>Postings at Headquarters and Audit :</u> a. Senior most ITIs may be posted in Headquarters i.e., Pr.CIT/CIT offices and also in Audit. | Agreed to follow subject to administrative requirements/constraints Agreed to follow subject to administrative requirements/constraints Agreed to follow subject to administrative requirements/constraints |
| (m) While posting staff at Signature towers people staying near Kondapur (i.e. around radius of 10Kms) may be considered as it is very difficult | Preference will be given those who are residing in GPRA, Gachibowli. Other cases will be considered subject to administrative |

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| <p>to commute to Kondapur from far-away places due to heavy traffic. For those staying far away from Signature Towers, requests for posting in IT Towers / Aayakar Bhavan may be considered.</p> | <p>constraints/requirements</p> |
| <p>(n) Office Superintendents may be requested to perform duty of STA in addition to their duties to avoid shortage in cadre of STAs.</p> | <p>OS may continue to perform the duties of Sr.TA in addition to the regular duties.</p> |
| <p>(o) In the AGT, 2017 and 2018 in the transfer orders in the Remarks column, in some of the cases it was mentioned as "On Own Request". The ZAO objected to the Transfer TA Bills of the officials whose remarks column was with the remarks "On Own Request" and stopped payment.</p> | <p>This issue has been clarified for AGT 2018. In the Transfer Orders AGT-2019 the same will not be mentioned except for strict own request cases.</p> |
| <p>(p) Except the items amended as above, the Transfer Policy, 2017 will hold good.</p> | |
| <p><u>MEDICAL BILLS</u></p> | |
| <p>1. The CGHS recognized hospitals are rejecting admission of our members, <u>on credit basis</u>, in their hospitals even during emergencies as huge medical bills are pending for clearance since long. This was brought to the notice of Administration even in earlier JCMs. We understand that though the Administration have allotted funds to the ranges, the bills were not cleared due to various reasons. <u>In many offices the bills are kept pending as they require time for verification of tariff as per CGHS rates.</u></p> <p>2. To bring a permanent solution to this problem, it is requested that a medical cell may be constituted in the O/o. Pr.CCIT. The processing of the medical bill would be done in the concerned ranges and the final bill would be sent to the O/o.Pr.CCIT for clearance.</p> | <p>Centralization leads to tedious process of verifying and passing the bills. However almost all vacant Posts of AOs have been filled up. Assigning DDO duties to them is under consideration and will be given the duty of pending bills including Medical Bills.</p> |
| <p>TRAINING</p> | |
| <p>(a) All officers and staff working in Assessment and as well as sections where ITBA is used, should be given elaborate training in ITBA. This will stop dependency on outsourcing.</p> <p>(b) Training schedule of DTRTI/MSTU may be</p> | <p>Training sessions are being conducted by systems officers at MSTU at Hyderabad and Visakhapatnam periodically. Various modules viz. Pan, OLTAS, e-nivaran, ASK Portal, ITBA-return processing& Rectification, ITBA-assessment, Demand Portal are covered. This</p> |

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| <p>in the Departmental website. Further, budgetary requirement for tour T.A may be kept in view, while drafting officials for training.</p> <p>(c) At present MTS to TA promotes are getting ten working days training at MSTU on their promotion. This may be made thirty five days (on par with DR Tax Assistants) as duties of Tax Assistant are different from MTS.</p> <p>(d) As PFMS is made mandatory, training may be given to all cashiers along with DDOs for those who newly joined respective office.</p> <p>(e) Training on Traces may be given to those posted in TDS charge immediately after AGT, as most of their work relates Traces.</p> | <p>training is intended for capacity building of the all newly recruited/promoted TAs & MTS cadres.</p> <p>Pr DGIT (Systems) is already in the process of organizing full-fledged training on ITBA and related topics to all users of the department across the country, this year. It covers almost all the modules related to ITBA.</p> <p>In this regard a committee has been constituted to provide inputs to DIT(systems) and the committee had already forwarded its suggestions.</p> <p>Coming to the issue of T.A , funds will be allocated to the field offices as per the Grants received from the Board. Several reminders were sent to the field to spend the budget under the head DTE to seek the additional budget from the Board.</p> <p>MSTU trainings are scheduled as per the training needs analysis by DTRTI, Bangalore. Will recommend the proposal.</p> <p>Will request the ZAO to draw a schedule for different offices.</p> <p>Covered in point (a)</p> |
| <p>OUTSOURCING</p> | |

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| <p>(a) Attention of Pr.CCIT is invited to our letters dated 10.08.2018 and 14.12.2018 (Copies enclosed) where in it was requested to curtail the number of outsourcing personnel for the reasons detailed in the letter. However, no action is taken so far.</p> <p>(b) The Board vide memorandum dated 14.06.2017 (copy enclosed) made it clear that the outsourcing personnel should be restricted to non-asst offices only. Further, the Board has directed the Pr.CCITs to rotate all outsourcing personnel by 31st January, 2019. However No action taken.</p> <p>(c) Dress code may be introduced to outsourcing personnel/contingent staff so that they can be identified easily by the General Public. This will also curtail misuse of their position.</p> | <p>Any Outsourcing is on need based. Shortage of staff/officials is hindering the functioning of office. However all HODs have been advised to review the outsourcing work. Regarding rotation of contingents will be considered wherever necessary.</p> <p>This will be made part of terms and conditions of the contract</p> |
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INFRASTRUCTURE

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| <p>a. Pending renovation at Aayakar Bhavan may be expedited in time bound manner.</p> <p>b. Wi-fi may be provided to all non-networking systems as Internet/mail is very much essential for day to day work particularly to the Inspectors.</p> <p>c. Since Signature Towers located in a far off place, it was requested in JCM, 2018 to shift the offices located in Signature Towers. It was assured in JCM, 2018 that a committee will be constituted for this purpose. However, the committee not discussed the issue of shifting of Signature Towers. At least Range-7, Hyderabad may be shifted to I.T.Towers/Aayakar Bhavan as the jurisdiction of Range-7 lies near these buildings.</p> | <p>CIT (admn) is monitoring all the infrastructure related issues and going to Delhi today to get the pending projects cleared.</p> <p>Will look into the possibility</p> <p>Will look into the possibility</p> |
| <p>d. The toilets in IT Towers are not being maintained properly. Many toilets in the building have broken flush.....This was discussed in the last JCM. It was also assured that the cleaning contractors will be supervised. It was further assured that the</p> | <p>Toilets in the first floor have been repaired in the Month of March, 2019. Sensors are not working in the toilets and, Installation of Bio Toilets in all floors is being considered. The same</p> |

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| <p>complaint books will be made available with the caretaker / PRO. So far this has not been implemented.</p> | <p>has been discussed with CPWD.</p> |
| <p>GUEST HOUSE AT HYDERABAD</p> | |
| <p>It has been assured in the JCM, 2018 that one block of type-A quarters will be converted as Guest House for Group C officials. The same may be expedited.</p> | <p>In principle it is agreed that 3 Flats in A Type Quarters will be converted into the Guest house</p> |
| <p>Tier –I JCM</p> | |
| <p>Tier-I JCM was not convened in many Pr.CIT/CIT charges despite clear directions from the Pr.CCIT. Hence the Pr.CIT/CITs may be directed to convene Tier-I JCM in their charges immediately after AGT, 2019. Copy of the minutes of said JCM may be marked to ITEF.</p> | <p>JCM is mere a formality. When an issue pending which needs to be resolved, it can be taken up to the supervisory authorities. To that extent waiting for JCM to take place is not the way of dealing the issues. However will communicate to the all CsIT, PCsIT and CCsIT to conduct Tier I& Tier II meetings</p> |
| <p>OTHER ISSUES</p> | |
| <p><u>Seniority list:</u></p> <p>It has been assured in JCM, 2018 that the seniority lists in all Group C cadres will be published incorporating all basic details. However, the same was not done so far. Further, the notional date of promotion was not yet given as assured in JCM, 2018.</p> <p><u>Compassionate appointments:</u></p> <p>Compassionate appointments were not made for the past two years despite availability of vacancies. This causes lot of hardship to the family members of deceased employees. This may be done immediately.</p> | <p>Work is going on Notional Seniority list and will be completed by the end of this month. Regarding seniority list, list was published till March,2018. Only additions will be there on account of promotions. However, it is assured will publish seniority list after AGT 2019.</p> <p>Report from one office is awaited. Once it is received process of Compassionate appointment will commence.</p> |
| <p><u>Laying of Speed breaker before IT Towers:</u></p> <p>As IT Towers is located on a busy narrow road, the speeding vehicles are posing threat to our employees. Many a time, our employees escaped accidents with minor injuries. Therefore, Speed breakers may be laid before IT Towers. This may kindly be taken up on priority.</p> | <p style="text-align: center;">Will be looked into.</p> |
| <p><u>Kurnool :</u></p> <p>1. The Office Building and the Quarters were</p> | |

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| <p>constructed long back. There are many problems in these premises. Particularly the electric wiring needs to be changed immediately. Many a time there was a short circuit in the building and the employees had to run out of the building. This is a serious problem.</p> <p>2. <u>Shifting of Field Pay Unit</u></p> <p>Presently Offices located at Kurnool, Nandyal, Adoni, Anantapur, Hindupur and Guntakal are attached to the Field Pay Unit, Tirupati which is at a very long distance. Hence it is requested that the Offices located at Kurnool, Nandyal, Adoni, Anantapur, Hindupur and Guntakal may be attached to Field Pay Unit, Hyderabad.</p> | <p>Will seek the report from PCIT Kurnool</p> <p>Will take up the issue with ZAO, Hyderabad.</p> |
| REGISTRATION IN BHAVISHYA PORTAL | |
| <p>It is observed that many a DDO has not registered in Bhavishya Portal which is the portal for sending Pension Papers. This is being observed only at the time when any official is retiring in that Office. Even the Pr.CIT-3, Hyderabad who is going to retire in the Month of April, 2019 faced the similar problem. The Inspector working in Tadepalligudem who is due for retirement this year opted for Rajahmundry just to send the Pension Papers only.</p> | <p>Has already been taken up with ZAO, and was informed that they were also doing online processing for the first time, they were facing teething problems in software. Assured will be resolved soon.</p> |
| <p><u>Maintenance of Canteen</u></p> <p>1. The performance of Canteens located at Aayakar Bhavan and Signature Towers is not up to mark. In particular the Canteen in Signature Towers is in a very poor condition.</p> | <p>A committee for canteen in all three buildings has been constituted. Any grievances may be put forward before the committee.</p> |
| DRESS ALLOWANCE to MTS officials | |

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| <p>1. All the MTS officials are entitled, as per VII CPC, for dress allowance of Rs.5,000/- every year. This has been represented so many times. The same may be granted immediately w.e.f. 01.07.2017.</p> <p>2. As per the Circular issued by O/o Pr.CCIT, AP&TS, Hyderabad dated 01.04.2017, all the MTS officials are entitled to get one soap every month and one napkin for every quarter. This is not being implemented.</p> <p>3. The services of MTS officials are engaged for sending tappal to different buildings, sending files to ITAT, sending bills to ZAO etc. However no conveyance allowance is allowed to MTS officials for doing these types of jobs.</p> | <p>It is under consideration.</p> <p>It is under consideration.</p> <p>Will act according to the rule.</p> |
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Issues pertaining to Visakhapatnam

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| <p>Guest house and quarters maintenance issue: The issues have been brought to the notice of administration by Visakhapatnam Branch number of times for necessary work, but the CCIT, Visakhapatnam has not taken up the issues. The letters submitted to the CCIT, Visakhapatnam are enclosed herewith.</p> | <p>Matter was discussed with the field formation. It is ascertained that the grievance raised regarding maintenance toilets and building is factually correct. Maintenance of toilets and office building is improper and needs to be improved. The CCIT Visakhapatnam is independent budgetary authority and may take appropriate steps to remove deficiencies on priority basis.</p> |
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| <p>Medical Issue : As on date only one CGHS dispensary is working in Visakhapatnam, as per the instructions of Addl. Director CGHS, we requested the CCIT to conduct the CGEWCC (Central Government Employees Welfare Co-ordination Committee) meeting to authorize the AMAs & Empanelled Hospitals to facilitate the employees staying beyond the limits of CGHS, the same was long pending. Many stakeholders of the CGEWCC have submitted for the said meeting to the CCIT.</p> <p>Many of the hospitals are not accepting the Cashless Credit facility treatment even at the time</p> | <p>Please refer to OM dt.18th July, 2018 issued by Ministry of Health and Family Welfare, Where in it was categorically mentioned that empanelled hospitals should not insist on permission letter. The same may be brought to the notice of all empanelled</p> |
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| <p>of emergency also. This issue was brought to the notice of the CCIT and requested to issue a formal letter to all hospitals for asking them to admit the patient at the time of emergency and honoring credit letter issued by the department.</p> | <p>hospitals.</p> |
| <p>Office Building Maintenance & Renovation</p> <p>The existing buildings owned by the department at MVP and Dabagardens are in bad shape. The toilets are in pathetic conditions, the issue was discussed with the CCIT and CPWD, no improvement has happened. They assured us that, some cleaning work will taken up with swachata fund, but that is not sufficient. The same was discussed in last JCM for renovation and repairs.</p> | <p>Will take up the issue with the ADG(Expenditure) to allocate sufficient funds</p> |
| <p>Office Space issues & furniture:</p> <p>We have submitted detailed plan of action for optimization of office space, the issue is still pending. The worst affected offices are Range-5 & Central Range.</p> <p>The furniture is very old, it needs to be replaced periodically and the issue cannot be dealt by the individual offices given the circumstances and budget issues. The issue is to be decided by a committee / through DCIT (infra).</p> | <p>This issue may be resolved at the PCIT level</p> |
| <p>Budget issues</p> <p>It is evident from the information available with us, there is a considerable delay in issuing the proceedings either at Addl.CIT/Pr.CIT offices due to various reasons, field offices are waiting for approval, in the last instances they are surrendering the budget. Some of stations like Anakapalli (around 4 lakhs), Vizianagaram (2.5 lakhs), Srikakulam (79,000/-).</p> <p>In these stations bills are pending but they have surrendered medical budget. The DDOs are not in a position to pursue the matter beyond one point due their official position.</p> | <p>Will make a note of it and all Range Heads and other Supervisory officers will be directed to process the Medical Bills In a time bound manner.</p> |

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F.No. Pr.CCIT/JCM/2018-19.

Date:29-05-2019

CORRIGENDUM

Sub: Establishment – IT.Department ,AP & TS Region – Minutes
Of the Joint Consultative Machinery Meeting (JCM) held on
08-04-2019 with the representatives of ITEF, AP&TS –
Regarding.

The Joint Consultative Machinery Meeting(JCM), was held on 08-04-2019. In the minutes of the meeting circulated vide F.No.Pr.CCIT/JCM/2018-19, dated 08-05-2019, while mentioning the names of certain members of ITEF and their posts certain mistakes crept in as mentioned in column 2. Hence the same may be read as per column 3.

| S.No. | Names mentioned in Minutes | Now the names may be read as |
|-------|--|--|
| 1 | 2 | 3 |
| 1 | Shri Chandra Sekhar | Shri Chandra Sekhar T. |
| 2 | Shri Pundarikaksha Rao, Vice President, Vijayawada | Shri Pundarikaksha Rao P. Vice President |
| 3 | Shri Vijay | Shri Vijay A |
| 4 | Shri Chaitanya, Joint Secretary, Vijayawada | Shri Chaitanya K.Krishna, Member |
| 5 | Shri Radha Krishna Reddy | Shri Radha Krishna Reddy D |
| 6 | Shri Sudhakar Reddy | Shri Sudhakar Reddy S |
| 7 | Shri Chatur Naik | Shri Chatrr Naik R |
| 8 | Shri Susheela Rani | Smt.Susheela Rani I |
| 9 | Shri Ajith Acharya, Treasurer | Shri Ajith Kumar Acharya |
| 10 | Shri Muni Rao, President, Visakhapatnam | Shri Muni Rao |
| 11 | Shri Rakesh Kumar Reddy | Shri Rajesh Kumar Reddy P |


(N. RAVI BABU)

Addl..Commissioner of Income Tax
(HQrs)(Admn&Vig),
O/o.thePCCIT, Hyderabad.

Copy to: The Income Tax Employees Federation, AP&TS Region.