



**Office of the Principal Chief Commissioner of Income Tax
Andhra Pradesh & Telangana**

10th Floor, Income Tax Towers, AC Guards, Hyderabad – 500 004,
Tel. No. 040 – 23425474, Fax -23241427 Fax:040 23240403.

F.No. Pr.CCIT/Estt/4(9)(c)/AGT/2018-19

Date: 25/04/2018

To

The Director General of Income Tax (Inv), Hyderabad
The Chief Commissioners of Income Tax, Hyderabad/Visakhapatnam/Vijayawada
The Pr. CsIT/Pr.DIT/CsIT/DIT of Income Tax, AP & TS Region.
All the Range Heads in AP & TS.
The President, ITEF, AP & TS Unit, Hyderabad
The President, MTS, AP&TS Unit, Hyderabad
All Sections in the O/o Pr. CCIT, AP & TS, Hyderabad

Sir/Madam,

Sub: Establishment – Income Tax Department, Andhra Pradesh & Telangana – **Minutes of the JCM Tier-III Meeting, held on 17.04.2018** – Forwarding of – Regarding.

I am directed to forward herewith copy of Minutes of the Joint Consultative Machinery meeting (JCM Tier-III) held on 17.04.2018, for kind information.

2.0 In this connection, I am directed to inform that as per the JCM Minutes, it was decided to change the existing rotation policy of 3 years Assessment & 2 years Non-Assessment (3+2) to 2 years Assessment & 2 years Non-Assessment (2+2) in the cadre of Inspector of Income Tax at Hyderabad, Visakhapatnam and Vijayawada stations [Page No. 3 vide Sl. No. 1(a)] and the existing 5 years station tenures at Kakinada and Nellore to 3 years [Page No. 5 vide Sl. No. 1(i)] with effect from AGT 2018. In case if any official wants to submit revised Transfer Proforma, he/she may be advised to submit the same by **01.05.2018**.

3.0 In view of change in station tenures at Kakinada and Nellore mentioned above, I am further directed to request the Range Heads concerned that any revised Transfer Proforma submitted by the ITIs working these ranges may be forwarded to this Office by **01.05.2018**.

Yours faithfully,

(N RAVI BABU)

Joint Commissioner of Income Tax,
(Hqrs)(Admn. & Vig.)
O/o Pr. CCIT, A.P & Telangana.

Encl: As above

MINUTES OF THE JOINT CONSULTATIVE MACHINERY (JCM TIER-III) HELD ON 17.04.2018 AT CONFERENCE HALL, 10A, I.T. TOWERS, HYDERABAD

Meeting of the Joint Consultative Machinery (JCM) Tier-III took place in the Conference Hall at 10-A, Income Tax Towers, Hyderabad on 17.04.2018. Shri S. P Choudhury, IRS, Principal Chief Commissioner of the Income Tax, AP & TS presided over the meeting.

The JCIT (Hqrs)(Admn & Vig.) has started the JCM by welcoming all the members/observers by stating that this perhaps the occasion directly the head of the organisation meet the associations and share their views, redress the grievances. On behalf of Pr. CCIT sir, the JCIT (Hqrs)(Admn & Vig) has congratulated all the newly elected members of the association(s) and look forward to the support of associations and all members in every issues that may arise in future.

The Pr. CCIT has inaugurated the session by addressing all members present and asked all participants to introduce themselves; followed by address of gathering from Dr. Rajendra Kumar, CIT(Admin & TPS), Hyderabad and power point presentation from the JCIT(Hqrs)(Admn & Vig). Participants of the meeting are as under:

ADMINISTRATION:

- | | |
|--|----------|
| 1. Shri S. P. Choudhury, Pr. CCIT, AP & TS | Chairman |
| 2. Dr. Rajendra Kumar, CIT (Admn & TPS) | Member |
| 3. Shri N Ravi Babu, JCIT (Hqrs)(Admn & Vig) | Member |
| 4. Shri V M Mahidhar, JCIT (Hqrs)(Infra), | Member |
| 5. Smt. Ranjani Parvathi Manickam, DCIT (Hqrs)(Admn) | Member |
| 6. Ms. Sudha Korivi, ACIT(Hqrs)(Infra) | Member |
| 7. Shri G.V. Subrahmanyam, ITO (Hqrs)(Welfare) | Member |
| 8. Shri B.V Vinod, ITO (Hqrs)(PR) | Member |
| 9. Smt. V Prasoonamba, ITO (OSD)(Fin) | Member |
| 10. Shri Noor Mohammed, DD(Systems) | Member |

ITEF (Group 'C'):

1. Shri K.V. Ramana Rao, President	Member
2. Shri M.V. Prasad, ITI, Gen. Secretary	Member
3. Shri T Chandra Sekhar, Vice President	Member
4. Shri P.V. Balakrishna, Vice President	Member
5. Shri D Pundarikaksha Rao, Vice President	Member
6. Shri A Vijay, Addl. Secretary	Member
7. Smt. I Susheela Rani, Treasurer	Member
8. Shri J Deepak Lal, Joint Secretary	Observer
9. Shri D Radha Krishna Reddy, Joint Secretary	Observer
10. Shri AVS Prabhakar, Joint Secretary	Observer
11. Shri Ajith Kumar Acharya, Br. President, Vizag	Observer
12. Shri K. Krishna Chaitanya, Br. President, Vizag	Observer
13. Shri P Chandra Sekhar, Br. President, Vijayawada	Observer

MTS

1. Shri P. Janardhan, President	Member
2. Shri K. Srinivas, Circle Gen. Secretary, ITEF MTS	Member
3. Shri Naveen Kumar, Circle Asst. Secretary	Member
4. Shri Bhikshapati, MTS, Organising Secretary	Member
5. Shri A Virender, Treasurer	Member
6. Shri J Sreenivasalu	Observer

The CIT (Admn & TPS) has welcomed all the office bearers of both the associations and stated that the Administration is always open and ready to flag all the issues that concern the staff and further reassured that the administration is always responsive to address and sort out the issues that concern the staff of the Department. The administration is widely known as very responsive administration and look forward to working with all members of the associations. The Administration will try to solve all the issues whatever is possible definitely will be done, whatever can be done will attempt to do with all the support.

The JCIT(Hqrs)(Admn), with the permission of the Chair, has proceeded Power Point presentation and Minutes of the discussion and decision on the issues raised are as follow:

Sl. No.	Issued Raised	Response of the Administration	Decision / Further action to be taken
1. AMENDMENT OF TRANSFER POLICY			
(a)	The policy of 3+2 was existing for quite a long period and we have no objection if it is still accepted. Keeping in view of huge variation between assessment due and non-assessment due in Hyderabad, Guntur, Vijayawada and Visakhapatnam, it is proposed to increase number of ITIs in Assessment Offices may be considered so that all those who have completed two years in non-assessment can be posted in assessment. If it is not possible to increase sanctioned strength of ITIs in assessment offices, the system of 2 years in Assessments and Non-Assessment may be considered for AGT 2018 in stations like Hyderabad, Guntur, Vijayawada and Visakhapatnam.	<p>Amendments to Transfer policy – 2 years assessment and 2 years non-assessment (2+2) charges against the existing 3 years assessment and 2 years non-asst (3+2). Both the scenarios have been explained for Stations Hyderabad, Visakhapatnam, Vijayawada, and Guntur. If the 2 + 2 is accepted, there is a likelihood of getting Asst. post for those who are due for assessment.</p> <p>The ITEF's suggestion to increase the sanctioned strength of ITIs in Assessment posts, is not feasible. After deliberation of the issues, it is agreed that 2+2 policy may be implemented in Hyderabad, Visakhapatnam and Vijayawada so as to accommodate all officials who are due for Asst. For Guntur, the existing policy of 3+2 can be continued.</p>	Decided to implement the policy of 2+2 (2 years in Asst. & 2 years in Non-Asst) for the cadre of ITI in Hyderabad, Visakhapatnam and Vijayawada only. The existing policy of 3+2 shall continue in other stations.
(b)	Many of the ITIs who are due for assessment were in Non-Asst, viz, Investigation, I&CI etc., in AGT 2017. 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.	This practice, in principle, is being done and it will be continued to the most possible extent. Since it is decided to implement 2+2 policy this year, it should also be kept in mind that sufficient Asst. Posts may arise and the Administration may be obliged to fulfil the required working strength in Assessments, which is a crucial area of posting for augmentation of revenue/budget.	This is being done and will continue in future, subject to administrative constraints.
(c)	For all other Gr-C cadres except ITI, the existing 3 years Asst. & 2 years Non Asst. may be continued.	2 years non-asst and 2 years asst. issue does not arise for other cadres except for ITIs.	The existing policy of 3+2 will continue for other cadres except ITI

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(d)	In case of adjustment problems in other cadres, preference to 3 years of Assessment, i.e. persons not completing 3 years in assessments may be allowed to complete the assessment term.	Will be considered	Proposals agreed.
(e) & (f)	Generally in 3+2 policy, among the ITIs posted in Range office, one ITI will be posted in Range office and in some Ranges the ITI along with Range office will be assigned the wards. In case of 2+2 policy, any ITIs posted to Range Head will not have the opportunity to work with any Assessing Officers or exposure to assessment works. Hence, All Range Offices at Hyderabad, Visakhapatnam and Vijayawada may be treated as Non-Asst for ITI cadre from AGT 2018 onwards.	More number of non-assts posts will be created if it is accepted that an ITI posted to Range Office is considered as Non-Asst post, and the very purpose of implementing 2+2 policy will be defeated. General practice is that Range heads choose one of the ITIs posted to the Range as range Inspector. It is herculean task for the administration to post a particular inspector to the Range head. And it is also a common practice that the inspectors are rotated amongst the Assessing Officers and Range Head. Otherwise, the Range Head will assign specific duties to different inspectors in the Range.	Decided that in the Transfer Order of Inspectors, a Note " <i>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 the Range Head for more than one year</i> " will be incorporated.
(g)	The newly recruits may be posted in moffusil stations to fill up the vacancies and they should be given place of choice only after completion of the station tenure. The contention is to fill vacancies in mofussil stations as to stop outsourcing. TAs should be posted in mofussil station as ITIs are doing cashier duties.	Posting of newly recruits to Moffusil stations only, is practically not possible, especially when there are vacancies available in Headquarters, which requires more working strength for augmentation of revenue/budgets and other administrative duties. It has to seen from case to case, subject to administrative constraints.	Proposals for posting of new recruits to Moffusil station only, cannot be adopted in principle; but it will be done wherever feasible subject to administrative constraints. The Administration will always try to maintain balanced postings at various stations to the most possible extent.
(h)	No City to Moffusil transfer on longstanding grounds. Long standing transfers may be made only when there is absolute necessity. In such case, senior-most officials may be transerred.	Generally, it is being done. However, due to administrative constraints only, it was taken up in the Transfer policy.	Transfers on account of long standing ground will be made subject to administrative constraints.

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(i)	In case any official is transferred to a place against his/her choice, he/she may be brought back in the next AGT, i.e. After one year to his/her place of choice.	It was stated that it would be better to keep the existing cooling period of 2 years only.	Decided to continue the existing 2 years of cooling-off period. Relaxation of 1 year may be considered in case of Ladies / Medical / Compassionate / Education grounds subject to administrative constraints.
(j)	The station tenure at Nellore and Kakinada may be made three years against the existing five years due to large number of seekers and to give fair chances to all seekers.	The existing tenure in both Kakinada and Nellore is 5 years. There is no 2+2 scenario in these stations. It will come 3 years only for Asst. As there are both Asst and Non-Asst posts in Kakinada and Nellore, it may be rational to keep the existing 5 years tenure. However, as both Kakinada and Nellore are having Intl. Taxn., to maintain uniform policy, it was agreed to go for 3 years station tenure in the said two stations.	Agreed to adopt 3 years station tenures for Kakinada and Nellore w.e.f. AGT 2018 onwards.
(k)	Preference may be given to station choice than assessment and non-assessment. The assessment posting in a particular station may be filled first with the officials working in that stations and any vacancies in assessment, if any, may be filled by those who come from other stations.	It is a general practice that first preference is given to Station choice, regardless of Asst or Non-Asst.	Agreed to continue giving first preference to Station choice. Incoming officials from other stations will be considered for assessment posting only after all eligible officials in the station(s) are considered.
(l)	(i) ITIs/STAs/TAs may be posted in Corporate Ranges on service seniority basis and priority to be given to officials who have never worked in Corporate Ranges in any cadre.	Inspectors/STAs/TAs will be considered for Corporate posting on seniority basis in their respective cadres, and preference will be given to those who never work in Corporate in the same cadre. It will be gross injustice to many senior promoted officials to deny Corporate posting just because he was posted in Corporate charge while in the lower cadres, i.e. OS/STA/TA, in which the nature of works/responsibilities are totally different.	Decided that Corporate posting shall be given on seniority basis as far as possible. In case of ITIs, preference should be given to those who never work in Corporate charge as ITI. In case of other cadres, preference will be given those who never worked in Corporate charges as OS/STAs/TAs, as the nature of duties /responsibilities in these cadres are basically the same.
	(ii) New recruits may not be posted in Company circles as their first posting.	Agreed in principle.	It is agreed in principle that new recruits will not be given Corporate posting, subject to administrative constraints.

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	(iii) Senior most ITIs may be posted in Headquarters, i.e., Pr.CIT/CIT Offices, and also in Audit.	Agreed	Agreed
(m)	While posting staff at Signature Towers, people staying near Kondapur, say within the radius of 10 kms, may be considered. For those staying far away from Signature Towers, requests for posting in IT Towers/Aayakar Bhavan may be considered.	No change with the existing practice in general, as officials staying within/around Signature Towers are given preferences for posting at Signature Towers. However, requests for changing from Signature Towers to other buildings will be considered to the most possible extent subject to administrative constraints.	Preference will be continued to be given to nearby residents for posting at Signature Towers. Request for change of building from Signature Towers to other building will be considered subject to administrative constraints.
(n)	Office Superintendents (OS) may be requested to perform duty of STA in addition to their duties to avoid shortage in cadre of STAs.	Agreed in principle.	OS may continue to perform the duties of STAs, especially in the Offices where there are shortage of STAs. However, no OS shall have the right to ignore or refuse to perform the regular duties / responsibilities of OS.
2	<p>MEDICAL BILLS - The CGHS recognized hospitals are rejecting admission of our members in their hospitals even during emergencies, as huge medical bills are pending for clearance for long time. This bring a permanent solution, it is requested that a medical cell may be constituted in the O/o Pr CCIT, who will clear the final bill received from the Ranges concerned.</p> <p>In Visakhapatnam, while hospitals are ready to accept credit letter, the concerned Offices are not willing to issue Credit letter.</p>	The ITEF's point in this matter is well taken and the issue of the hospitals not giving treatment will be taken up seriously with the hospital heads. The CIT(Admn) has stated that a checklist should be given to all the DDOs so that they do not get rejected. In case if any hospital refuses treatment, the matter may be brought to the notice of the administration so that necessary action may be taken immediately. All pending bills whatever can be sorted out will be sorted out. The same thing will be also be done at Visakhapatnam.	<p>Agreed to pursue this issue seriously and all necessary steps such speedy clearance of pending bills, following up the with Hospitals, etc. will be taken up. If the problem still persists with regard to clearance of pending bills, centralization options will be considered.</p> <p>The same issue in respect of Visakhapatnam station will be taken up with the CCIT concerned.</p>

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3. TRAINING			
(a)	The training programme conducted at Kroma Conference was not practical and it was not useful. All officers and staff working in Assessments as well as any other Sections where ITBA is used, should be given elaborate training in ITBA. This is stop dependency on outsourcing.	The ITEF was requested to give it in writing about the issues / problems or what training is needed. The CIT(Admn) has suggested that dummy stations should be formulated where the officials come and practice. The DDIT (Systems) has stated that some terminal banks will be set up so that people will get benefits. Moreover, it felt that a little cooperation from association side is also necessary and a team of resource people can be set up, as many new recruits are engineering graduates and they can do it.	Agreed that Range-wise training sessions should be given, and the DDIT (Systems) was asked to look into this issue.
(b)	Training Schedule of DTRTI/MSTU may be put in the Departmental website.	Agreed in principle. Training schedule at DTRTI is prepared by DTRTI, Bangalore. So far, training schedule for the year 2018-19 is not received from them. As and when the training schedule is received, the same will be made available in Departmental website.	Training Schedule(s), as and when finalized and received from DTRTI/MSTU team, will be made available in Departmental Website as and when received.
(c)	Training for promoted Tax Assistants should be made on par with the direct recruit Tax Assistants by extending the existing 10 working days to 35 working days, as duties of TA are different from MTS.	Proposal for extension of training period for promoted TAs is accepted in principle. Details of training programme will be sorted out by MSTU team.	Accepted.
(d)	As PFMS is made mandatory, training may be given to all the cashiers along with DDOs.	PFMS made functional, there is no need for training. One day training can be permitted for cashiers and DDOs.	One day training to be conducted for cashiers and DDOs.
(e)	Training on TRACES may be given to those posted in TDS charge immediately after AGT.	TRACES is like any other ITBA application	CIT(TDS) will be requested to conduct a one day training whoever is expert in TRACES may give a training session for one day.

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4. OUTSOURCING			
(a)	<p>In the year 2017-18, outsourcing was restricted to the shortage in the sanctioned strength of STAs/TAs with an understanding that as and when recruitment is made, the Outsourcing staff will be removed. Further, it was promised that the excess Outsourcing personnel at TDS Ranges, Hyderabad would be removed after 31st March 2018. The same may be done immediately.</p> <p>If outsourcing people can be rotated that will be better option. In TDS the issue of outsourcing personnel becoming more dispensable.</p>	<p>Outsourcing persons were recruited based on the shortage of STAs/ TAs, as was circulated last year, and the situation has not improved much. There was no intention of not bringing any cadre and put outsourcing.</p> <p>The Association point in this matter is well taken and request will be made to Board to recruit more TAs.</p>	<p>The Administration will try to resolve this issue by following up matter with Board for recruitment of more TAs so as to minimize first the shortages in this cadre.</p> <p>On account of necessity of continuance of work, rotation of outsourcing people cannot be thought of at this stage, as the work itself is outsourced on contractual basis.</p>
(b)	<p>It is necessary to introduce dress code to outsourcing personnel / contingent staff so that they can be identified easily by the general public. This will also curtail any misuse of their position.</p>	<p>The administration may not directly enforce dress code for Outsourcing personnel / Contingent staffs. However, it will be incorporated in the tender process for outsourcing personnel.</p>	<p>Agreed that dress code will be incorporated in the tender process as one of the preconditions for outsourcing personnel.</p>
5. INFRASTRUCTURE			
(a)	<p>Pending renovation at Aayakar Bhavan may be expedited in time bound manner.</p>	<p>It is reported that about 80% of the renovation work at Aayakar Bhavan has been completed. The left-over place of about 3/4th was vacated the same was handed over to the CPWD. It will be seen that it is duly completed.</p>	<p>The CPWD will be requested to complete all pending works at the earliest possible.</p>
(b)	<p>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>It is felt that Inspectors working in Judicial and other assessment offices may require the wi-fi connection.</p>	<p>This can be accepted and the DDIT (Systems) will appraise us as to how to go about it and to give estimate.</p>

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(c)	Shifting of Offices in Signature Towers to any other building in the vicinity of Aayakar Bhavan/IT Towers may be considered as Signature Towers is located in a far off corner of the City. ITEF has suggested the building of Posenett Bhavan.	<p>There is Board's guidelines and just shifting the office space cannot be done in a routine manner. Huge expenditure/capital is involved for shifting of Office as big as 1 lakh sft.</p> <p>First of all, it is necessary to constitute a committee to recommend the feasibility of shifting of the office from Signature Towers, and then search for a new building. By November, 2018 the lease period gets lapsed and even if decided to shift the office, it will take at least one year even with most sincere attempts.</p>	The matter will be examined before expiry of the lease period, keeping in view of the suggestions made by the associations. Any suggestion for feasible building / options is always welcome. A committee will be constituted to recommend the feasibility of shifting of the Offices from Signature Towers.
(d)	It was suggested that the ground floor and first floors to be kept cleaned	Hygienic maintenance of utility areas in the Office establishment is the utmost desire of administration. Necessary steps will be taken to ensure proper maintenance of toilets. The ITO (Welfare) has informed that a meeting was conducted with the CPWD and it was requested that the ground floor and first floor should be completely renovated. As the entire thing is civil works, we cannot do it on our own.	The ITO (Welfare) will pursue the matter with CPWD to ensure that all necessary works in this matter is expedited at the earliest possible.
(e)	ITEF stated that moffusil stations are not well taken care of and enquired as to whether any proposals for renovation of Visakhapatnam office building is/are in the line or not. In Visakhapatnam, particularly in Range-5, there is not enough space and furniture.	The Administration might not have given as much thought in Hyderabad in the moffusil stations. The Administration will take up necessary steps to improve any infrastructure problems as and when it is brought to its notice. In fact, necessary steps for renovation in other stations are under the pipelines.	Necessary renovations in other stations are under consideration and it will be done in due course.

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6. GUEST HOUSE			
(a)	Guest house may not be allotted as transit accommodation for incoming officers/officials, and Guest house facilities for all officers/officials at Hyderabad may be increased by converting one entire Block - C.	<p>With regard to allotment of guest house, the PRO has stated that allotment are done on the basis of five types of priority guidelines:</p> <p>(a) On duty officers, (b) On duty survey departmental officers on private visit, (c) Duty of other officers who provide guest house accommodation (d) Retired officers & (e) Family members of the departmental officers.</p> <p>Problems we are facing to accommodate Group C is that the jurisdiction of Guest house is not exclusively for AP & TS, it is for the whole of India.</p> <p>In connection with the ITEF's proposal for converting one entire block of C-Type as Guest, the same is not acceptable since Type-C quarters are still highly in demand amongst Group C officials. As two blocks of A-Type quarters are vacant, one block of A-type quarter will be converted to Guest house.</p>	<p>The administration will continue to follow guidelines/priority rules while making allotment of guest house.</p> <p>To meet the high demands for guest house, the administration will look into the possibility of converting one entire block of A-type into guest house fro Group - C cadres.</p>
(b)	The Guest at Quarters in B, C, D are not being maintained neatly	It was stated that new tender is being called for and CIT(Admn) has clearly written the terms and conditions for the new contractor. It will not be repeated.	House-keeping will be instructed to maintain Guest House at B, C & D neatly.

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7	<p>TIER-I JCM was not convened in many Pr.CsIT/CsIT charges despite clear directions from the Pr. CCIT. It is requested that the Pr.CIT/CIT concerned may be directed to convene the same and copy of the minutes of the said JCM may be marked to ITEF.</p>	<p>It is learned that Tier-I JCM was held at Vijayawada and the PCIT Vijayawada has resolved many of the issues raised, though some issues are still pending. In the same spirit, all other Pr.CIT/CIT will be requested to convene Tier-I/II JCM in their respective stations.</p>	<p>All the Pr. CsIT were requested to take up Tier-I JCM. Tier-II will be taken up by the DGIT, CCIT, VJA and CCIT, Vizag. The issue escalated from Tier-II JCM may be taken up by the Cadre Controlling Authority. Minutes of Tier-I and Tier-II JCM will be called for periodically.</p>
<p>8. OTHER ISSUES</p>			
(i)	<p>To ascertain the correctness and cross check our seniority, we need the information like date of joining, vacancy year, entry mode (DR/PR/Sports/ICT/Compassionate). It is required in view of NR Parmar judgement.</p>	<p>Seniority list in the cadre of ITI, OS, Sr.TA/ TA is being worked out and a committee is constituted with Krishnan, AO (Estt) as the Head. This work will be done in two months time.</p>	<p>All necessary information will be incorporated in the seniority list once the Committee concerned finalize. The Committee concerned will be directed to finalize and release the complete list within 2 months.</p>
(ii)	<p>In Visakhapatnam, the DDO charges are centralized but numbers of staff for DDO are no;t increased. In view of shortage of staff, DDOs are not in a position to clear the bills in time. Additional staffs may be allotted as per the requirement.</p> <p>Decentralization of DDOs in Vizag in lines with Hyderabad will be appreciated.</p>	<p>Decentralisation of DDOs will be done. Vizag is the different budgetary and CCIT, Vizag will do it. JCIT (infra) has raised the issue of giving powers to JCIT as budgetary authority. For this it was stated that both the controlling authority and the passing authority will vests with only one person. Hence, not recommended.</p>	<p>Decentralisation of powers to DDOs should be done or providing more staff to the DDO will be considered.</p>

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(iii)	Status of representation submitted by Officials may be informed to the concerned Officials in time.	It was stated that all the representations have been attended to. Only those representations relating to seniority issues on account of uploading of draft seniority list, implementation of various Court's judgement wherein clarification from Board or higher authority concerned is required, etc, are pending.	Agreed that action taken on representations received will be marked to the applicants.
(iv)	AS IT Towers is located on a busy narrow road, the speeding vehicles are posing threat to our employees and laying of Speed Breaker before the Gate may kindly be taken up.	This will be taken up with the GHMC	This will be taken up with the GHMC
(v)	Previously there are vehicles earn-marked at IT Towers and Aayakar Bhavan to deliver tappals. However, this practice was stopped and other building tappals are being given to Speed post. The Speed post is taking lot of time for local delivery, in some cases it is taking 4-5 days which is severely hampering office works. Hence, three vehicles may be earmarked for tappal duty one each at IT Towers, Aayakar Bhavan and Signature Towers.	If it is possible to give vehicles from the existing number of vehicles. We will explore that possibility commitment cannot be made in this. It was stated that 144 operational vehicles are made available and this can be allocated.	Will be considered

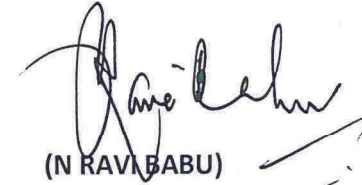
MTS CADRE			
Sl. No.	Issued Raised	Response of the Administration	Decision / Further action to be taken
1. TRANSFER POLICY			
(a)	3 years of Assessment and 2 years of Non-assessment. (Refer to Clause 11(a) of existing Transfer Policy – 2017	No change	Existing policy will remain the same.
(b)	Retiring officials within 3 years may be given place of choice.	The existing policy of 2 years period of retiring officials for choice of posting preference is found to be sufficient.	Existing policy will remain the same.
(c)	Station seniority of 3 years may be considered while transfers.	As per decision taken	Existing policy will remain the same.
(d)	Both working wife & husband may be accommodated in the same station if both are working.	As per decision taken	Existing policy will remain the same.
2	MEDICAL BILLS – Centralized processing of medical bills in the O/o Pr. CCIT.	As per decision taken	Discussed as earlier in respect of issues put up by ITEF.

Sl. No.	Issued Raised	Response of the Administration	Decision / Further action to be taken
3	PROMOTIONS – MTS with 3 years of continuous service may be considered for promotion to TA.	As per the relevant guidelines issued, 4 years is a qualifying service for promotion to the cadre of TA, apart from other eligibility conditions. As the issue applies to all over India, DOPT should take up this issue. The single eligibility list quoted by the officials concerned is related to 2005 circular which is the eligibility list being followed in AP & TS also. With regard to the reference made to promotion given in Kerala and Nagpur, they are also revoking the orders. In fact, the Pr. CCIT of any Charge is obliged to follow Circular / Guidelines from higher authorities (Board/DoPT), and not to other Charges.	The proposal for 3 years of continuous service for consideration of promotion from MTS to TA cannot be accepted.
4	INCREASE IN CHARGES OF SHOES & CHAPPALS – Allowances may enhanced further.	The Pr.CCIT has no authority to enhance any allowances.	As and when any enhancement of allowances comes from higher authority concerned, the same will be implemented.
5	COMPASSIONATE GROUND RECRUITMENTS May be taken up on priority.	As per decision taken	In this connection, a committee was formed and 60 applications have been received so far, out of which 6 applications are not in correct format. This issue will be taken up the Committee concerned.
6	<u>NON-POSTING OF MTS IN SOME STATIONS</u> MTS may be posted to the following moffusil stations: (i) Bhimavaram, (v) Chittoor (ii) Madanapalli (vi) Tadepalligudem (iii) Nellore (vii) Tenali (iv) Pallokollu	If there are people willing to go and who wants to be posted at moffusils, they can be posted. However, posting of MTS has to be made in accordance with requirements at Headquarters and other stations.	Posting of MTS to Mofussils is agreed in principle, subject to administrative constraints.

Sl. No.	Issued Raised	Response of the Administration	Decision / Further action to be taken
7	Seating provisions for all MTS in AP & TS	This seating arrangement may be taken up with the Range heads at Hyderabad.	All the Range Heads may taken up this issue to ensure that seating arrangements are made for MTS.
8	Regularization to Daily Workers	As per decision taken	This issue is not in the hands of administration. If we receive any correspondence from Board and any data is called for the same, the administration will do the needful.
9	Vehicle for tappal duty.	As per decision taken	As discussed above with the same issue put up by ITEF
10	Periodical shuffling of Contingent staff (daily wages) and Contingent Staff Salaries matter.	As per decision taken	This issue will be looked into.
11	SKILL TEST FOR ALL ELIGIBLE MTS	As per decision taken	Twice or thrice cannot be conducted. The applicants can prepare well and give the exam.
12	SERVICE REGISTER VERIFICATIONS FOR 18 YEARS	As per decision taken	This will be taken up with the ZAO. If not done so far, necessary steps will be taken to ensure that the same is done.
13	Any other issues: CGHS permission letter – Credit letter was not given even after the lapse of three months.	As per decision taken	This will be taken up with the respective offices.

After detailed discussion of all issues and concerns, the Pr. CCIT thanked all participants for spending their time and gave the administration for their views, ideas, suggestions and assured that all issued will definitely be taken up. The Pr. CCIT also thank all participants for their co-operation and requested all the association leaders and members to work together and to sort out any problems or grievances in the future. The meeting has come to conclusion after Shri K.V. Ramana Rao, President of ITEF, AP & TS proposed vote of thanks to the Chair, all members from the Administration and associations for their participation at this crucial meeting and for their valuable feedbacks and assurances.

The JCM Tier-III 2018 thereafter concluded successfully.



(N RAVI BABU)
Joint Commissioner of Income Tax,
(Hqrs) (Admn & Vig.)
O/o Pr. CCIT, AP & TS, Hyderabad

Note: Specified instructions in the Decision/Action to be taken column (Colum 3) should be complied by all the Officers/Sections concerned and the action taken report should be sent adhering to the specific dates mentioned against any issues/concerns.