

भारत सरकार
प्रधान मुख्य आयकर आयुक्त कार्यालय, हैदराबाद,
9^{री} मंजिल, " ब्लॉक आयकर शिखर,
ए.सी. गार्ड्स, हैदराबाद-500004
दूरभाष: 040-23425462
फैक्स: 040-23425222



GOVERNMENT OF INDIA
Office of the
Principal Chief Commissioner of Income Tax
9th Floor, 'C' Block, IT Towers,
AC Guards, Hyderabad-500004,
Phone: 040-23425462
Telefax: 040-23425222

F.No.01/AO(Exams)/Notification/2017.

Dt.03.05.2017

OFFICE MEMORANDUM

Sub: Notification -I for Departmental Examinations - 2017 for
Income Tax Officers (ITOs) and Income Tax Inspectors
(ITIs)- Regarding.

Ref: DIT(IT), New Delhi Ir. In F.No.DE/2017/Notification/
DIT(IT)/246, dt.01.05.2017.

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The Notification-I for Departmental Examinations - 2017 for
Income Tax Officer and Income Tax Inspectors in the DIT(IT), CBDT, New
Delhi's letter in F.No.DE.2016/Notification/DIT(IT)/246, dt.01.05.2017 and its
enclosures are forwarded herewith for information and necessary action.

The applications should be filed online correctly as per instructions
given by DIT(IT), New Delhi. **The last date of filing the online application
form and the submission of print out by the candidates to the
undersigned is 09.06.2017 (8.00P.M)No application form will be
accepted after this date.**

Note: The application printout that is to be submitted to this office should be
handled carefully and **SHOULD NOT BE FOLDED/PUNCHED OR CURSHED.**
Who do not submit a printout of the application form for verification will not be
permitted to appear in the examination merely on the basis of online submission
of the application.

Sd/-

(M.RAVINDRA SAI)

Commissioner of Incometax (CO)(Admin)
Examination I/c, Hyderabad.

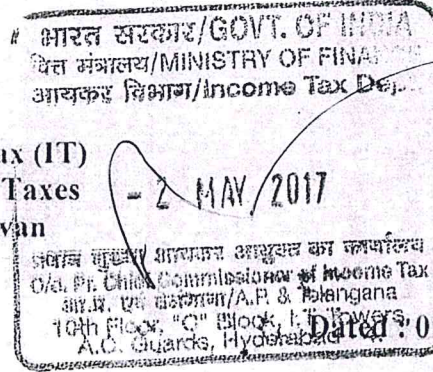
Encl: Board's letter dt.01.05.2017 alongwith enclosures.

- To 1.All the Head of Offices in A.P. and Telangana Regions.
2.The Pr.CCIT/DGIT/CCIT/PrCIT/CIT/DIT of AP & Telangana.
3.The Notice Board and Secretary, ITEF, AP & Telangana.

(P.V.L.GAYATRI)

Administrative Officer (Exams)
O/o.Pr.Chief Commissioner of Income Tax
A.P.&Telangana, Hyderabad.

9/5/17
मेडिल
DESPATCHED



Directorate of Income-Tax (IT)
Central Board of Direct Taxes
5th Floor, Mayur Bhawan
New Delhi-110001

F.No. DE-2017/Notification/DIT(IT)/246

To

All Pr. Chief Commissioners of Income Tax (Cadre controlling),
All Pr. CsIT(In-charge of Examination)

Subject : Notification-I for Departmental Examinations – 2017 for Income Tax Officers, (ITOs) and Income Tax Inspectors (ITIs) – regarding.

Madam/Sir,

I am directed to refer to CBDT decision in file of even number dated 26.04.2017 on the above subject and to communicate the following: -

ITO/ITI Examination 2017

- (a) The Departmental Examinations 2017 for the ITOs and ITIs shall be held in accordance with the Amended Departmental Examination Rules 2009 for ITOs and ITIs respectively.
- (b) Syllabus would be the same as was applicable for 2016 Examination.

As regards eligibility, the 2017 Examination for ITOs/ITIs shall be held on the basis of the eligibility criteria as circulated vide Directorate's Instruction F.No. EG(20)(8)Restructuring/2001/DIT/Pt.file dated 30.03.2007 (copy enclosed as Annex-1). For 2014 Examination too, the eligibility criteria of Steno Grade II for ITO Exam would be the same as modified by CBDT in F.No. DE 2012/Notification/DIT. Accordingly, only those Stenographers Grade-II are eligible to appear in ITO Examination who have completed 5 years of regular service after induction and have passed the ITI Exam. (copy enclosed as Annex-2)

- (c) The effective date of passing the Examination shall be governed by this Directorate's Instruction F.No. DE/Delhi/Effective Date/DIT/2011/3886 dated 22.12.2011 (copy enclosed as Annex-3).
- (d) The schedule of the Examination has been enclosed as Annex-4.

2. The candidate shall fill the application form online on the website: www.incometaxindia.gov.in. The candidates would be enabled to fill the online application form from 15.05.2017 (10 a.m.) onwards. The last date for filing the online application form and the submission of print out by the candidates to Pr.CCIT/Pr.CIT(Examination) shall be 09.06.2017 (8:00 p.m.). **No application form will be accepted after this date.** The Pr. CCsIT/ Pr.CsIT (Exam). will be given a link for online verification/certification

of the application of the candidates. After verification the Pr. CCIT/ Pr.CIT (Exam) shall scan all the application forms so received in their respective regions. The roll number wise scanned forms shall be sent to the Directorate in CDs. The physical forms (print-outs after attestation and certification) shall also be sent to this Directorate as was being done in earlier years.

3. Following points may be kept in mind by candidates while filling the application forms-

- (a) The candidates should carefully fill the application form after reading the instructions printed above the form.
- (b) Only one application form has to be filled by a candidate.
- (c) The previous records of the candidates will be reflected against his roll no, in the application form and he will be given an option to raise a query, if any data is incorrect. However, his claim would be accepted only after verification. The candidates, who are appearing for the first time would fill the information as available with them which will be accepted only after verification by the Pr.CCIT/ Pr.CIT(Exam) and this Directorate. Such first timers will be allotted new roll nos.
- (d) The candidates who are changing their category from 'PQ to Normal' or 'Normal to Betterment' will be able to do so only after approval of this Directorate after verification by the Pr. CCIT/ Pr.CIT(Exam).
- (e) The candidate is required to upload a scanned passport size photograph and his scanned signature in .jpg format in the online application form.
- (f) A copy of the printout of the application form may be retained as acknowledgement.
- (g) The application printout that is to be submitted should be handled carefully and SHOULD NOT BE FOLDED / PUNCHED OR CRUSHED.
- (h) **Candidates who do not submit a printout of the application form to Pr. CCIT/ Pr.CIT (Exam) for verification will not be permitted to appear in the examination merely on the basis of online submission of the application.**
- (i) The facility of 'reprint' of submitted application form has been provided to candidates.
- (j) If any modification is required to be made to the uploaded photograph, or signature, a candidate will have to report to the Pr. CCIT/ Pr.CIT(Exam).

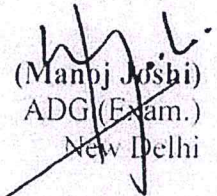
4. Please ensure that the application forms are correctly filled by the candidates and duly forwarded from your office for which there is a designated space in the application form itself. **The number of chances availed by candidates must be verified with due care.**

5. It may be noted that marking of bubbles is the cornerstone for examination based on OMR sheet and correct method of marking the bubbles is clearly indicated on the back side of each OMR sheet. If the bubbles are not marked in the correct manner, as indicated on the back side of OMR sheet, then marks may get deducted and no representation in this regard would be entertained. Secondly, if more than one bubble is marked, it would be taken as a wrong answer and 1/8th marks would be deducted for it. These changes would be incorporated as amendment in Rule-V of the departmental rules.

6. It is further added that the candidates who have already qualified a paper/examination are **not eligible** for re-appearing in that paper/examination, except for betterment candidates who are allowed to appear in examination for bettering their scores once they have qualified the entire examination as reserved candidate.

Encl. : As above.

Yours sincerely,


(Manoj Joshi)
ADG (Exam.)
New Delhi



भ.स.

Telephone
Fax23415330
23415332

F No. : EG(20)(8)Restructuring/2001/DIT/pl.file

आयकर निदेशालय (आयकर और लेखा परीक्षा)

DIRECTORATE OF INCOME-TAX (INCOME-TAX & AUDIT)

वित्त मंत्रालय, राजस्व विभाग

Ministry of Finance, Department of Revenue

पांचवी मंजिल, मयूर भवन, कनॉट सर्कस, नई दिल्ली-110001

5th Floor, Mayur Bhawan, Connaught Circus, New Delhi -110001.

Dated : 30-03-2007

Sub: Eligibility norms for Departmental Examinations 2006 -

(I) Ministerial Staff (II) ITIs & (III) ITOs -

Instruction Regarding -

The Departmental Examination 2006 for Ministerial Staff, Inspectors of Income Tax and Income Tax Officers was held as a last chance for employees to clear their papers under the Examination Rules 1998 after a gap of about 3 years in October, 2006. The eligibility for such exams was to be determined on the basis of Eligibility Rules 1998.

The eligible cadres as per Examination Rules 1998 underwent a change after restructuring in 2001 due to change in the designations. This created some confusion as to the eligibility of post restructuring designations for various levels of examinations i.e. Ministerial Staff, ITIs and ITO's Examinations leading to representations from employees and clarifications being sought from Commissioners in charge of exams in various Cadre controlling COs IT charges.

On the above subject a Board meeting was held on 22-03-07 wherein the following decisions were taken by the Board for compliance:

The post restructuring cadres which would now be eligible for Departmental Examinations 2006 for (i) Ministerial Staff (ii) ITIs & (iii) ITOs shall be as follows:

1. Ministerial Staff Examination
1. T.A (having passed Computer Test)
2. Steno Grade I, II, III
3. LDC Including Hindi Typist
4. Sr. T.A

Income Tax Inspectors Examination

Post restructuring designations which are eligible are :-

1. All ITIs (for confirmation)
2. Office Superintendents
3. T.As (those having already passed Ministerial Staff Exam.)
4. Sr. T.As (those having already passed Ministerial Staff Exam.)
5. Steno Gr. III, II, I. (those having already passed Ministerial Staff Exam.)

Income Tax Officers Examination

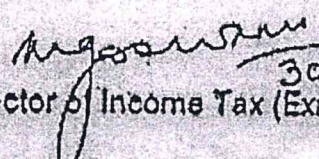
Post restructuring designations which are eligible are :-

1. ITI
2. Office Superintendent, If already passed ITI Exam.
3. Sr. T.A. If already passed ITI Exam.
4. T.A. If already passed ITI Exam.
5. Steno Gr. II & I, If already passed ITI Exam.

This notification shall not apply to adhoc employees even in eligible cadres. The above eligibility criteria is drawn from the Examination Rule 1998 by parity of designations and shall apply only to Departmental Examination 2006.

-sd-
(Dr. Poonam K Saxena)
Director of Income Tax (IT)

Copy to: 1. All Chief Commissioners of Income Tax
2. All Director Generals of Income Tax


30/3/07
Joint Director of Income Tax (Exams)



Annex - II

Directorate of Income-Tax (IT)
Central Board of Direct Taxes
5th Floor, Mayur Bhawan
New Delhi-110001

F.No. DE-2012/Notification/DIT(Exam)/ 225/

Dated : 11.07.2012

To

All Chief Commissioners of Income Tax (Cadre controlling).
All CIT (Incharge of Examination)

Madam/Sir,

**Subject : Eligibility of Stenographers for appearing in ITO
Examinations 2012 - reg.**

As per De 2012/Notification/DIT(Exam)/1607 dated 04.06.2012, the eligibility criteria for Stenographers appearing in ITO Examination is *Stenographer Grade I and II (if already passed ITI Exam) in [PB2 Rs. 9300-34800 + Rs 4200 (GP)]*.

The Directorate received a number of representations from erstwhile Stenographer Grade III, now rechristened Stenographer Grade II, seeking permission to appear in ITO Examination 2012.

The matter was considered by Board. Accordingly, in partial modification of Notification dated 04.06.2012, the eligibility of stenographers for appearing in the Departmental Examination 2012 for ITO is as under :-

Erstwhile stenographer Grade III and now redesignated as stenographer Grade-II in terms of CDDT notification dated 30.09.2010 who have completed five years regular service after induction and passed ITI Exam.

Stenographer Grade- I, if already passed ITI Exam

Yours sincerely,

(G.K. Maheshwari)

Director of Income Tax (IT)
New Delhi

Directorate of Income-tax (IT)
Central Board of Direct Taxes
Department of Revenue
Ministry of Finance
New Delhi - 110001.

Annex - 3

F.No. DE/Delhi/Effective Date/DIT/2011/3584

Date: 22.12.2011

To

All Cadre Controlling Chief Commissioners of Income Tax
All CIT (In-charge of Examn) (By name)

Madam/Sir,

Sub: Effective date of passing of Examinations - Instruction reg.

The CBOT Instruction F.No. A-82015/3/2000-Ad. VI dated 18.07.2000, wherein the date of passing the Examination was reckoned from the last date of the Examination was modified by Instruction F.No. OA 542/1995/CAT Cuttack/2002/DIT/697 dated 22.05.2009.


2. The modification was necessitated in the light of the decision of the Hon'ble Orissa High Court in W.R. (C) NO. 224 of 2008 dated 31.10.2008 in the case of Union of India & Ors. Vs. Kishore Chandra Mohanty & Ors. In the said judgement Hon'ble Orissa High Court has also referred to the decision of the Hon'ble Supreme Court in UPSC Vs. Araya Kumar Das & Others [Civil Appeal No. 6295 of 2001 dated 10.09.2001]

3. As per the modified Instruction dated 22.5.2009 it was decided that henceforth, the effective date of passing of Examination shall be the date of declaration of result by the Directorate of Income Tax (IT) in the case of ITOs/ITIs Examination and by the CCI/CIT (Incharge of Examination) in the case of MS Examination.

4. However para 4 of the Instruction dated 22.5.2009 stated that in a case where the Examination is held in a particular calendar year and the result thereof is declared in any subsequent calendar year, the effective date of passing the Examination shall be deemed to be the 1st of January of the calendar year in which the result has been declared.

5. The matter has been reconsidered in the Board Meeting held on 24th November 2011 and it has been decided to modify Instruction F.No. OA-542/1995/CAT Cuttack/2002/DIT/697 dated 22.05.2009 by deleting para 4 from it prospectively i.e. with effect from Departmental Examination - 2011 onwards.

Yours faithfully,


Dr. Biret Jain Das
Addl. DIT (Exam) (OSD)
New Delhi.



Telephone:- 23425030

Fax:- 23415332

आयकर निदेशालय (आयकर)

5वां मंल, मयूर भवन, कनॉट सर्कस, नई दिल्ली - 110001

DIRECTORATE OF INCOME TAX (INCOME TAX)

5th floor, Mayur Bhawan, Connaught Circus, New Delhi - 110001

F.No. DE/Eligibility Norms/2013/DIT/2903 to 2922

Date: 18.09.2013

To

All CCsIT/CsIT
(Incharge of Examination)

Sir/Madam,

Subject: Request for removal of anomaly by allowing to appear in the 2013 for Ministerial Staff in r/o Stenographer selected on the basis of relaxed standard in Stenographer Gr. D Exam 2011- reg.


Ref: This office letter F.No. DE/ Eligibility Norms/2013/DIT/1545 to 1563 dated 22.07.2013

Kindly refer to above.


I am directed to convey that any stenographer who has been appointed provisionally in the department on relaxed standards subject to his/her attaining the prescribed standard within the stipulated period cannot be allowed to appear in the Departmental Examination for any promotion post till the time he/she has formally attained the prescribed standard. This will be irrespective of the year of examination by which the steno was provisionally appointed.

I am further directed to convey that all the candidates who have passed the requisite proficiency test in any examination conducted either by CCIT (CCA) or SSC or any prescribed agency shall be allowed to appear in the Departmental Examination.

Yours faithfully,


(Rajesh Gupta)
Asstt. Director of Income Tax (Exam)
New Delhi

Copy to: The DGIT(HRD), 2nd Floor, ICADR Building, Plot No. 6, Vasant Kunj, Institutional Area, Phase - II, New Delhi-70 for necessary action and information.


Asstt. Director of Income Tax (Exam)
New Delhi



Urgent

Telephone: 23418827

Fax: 23415313

आयकर निदेशालय (आयकर)

5वां मंज, मधु, मन्, मन्, नई दिल्ली - 110001

DIRECTORATE OF INCOME TAX (INCOME TAX)

5th Floor, Mayur Bhawan, Connaught Circus, New Delhi - 110001

F.No. DE/Misc./2015/ITER/Proposal/DIT / 1223 से 1224

Dated:- 01/07/2016

To,

All PR CGsIT/CsIT (In-charge of Exam)

Sir/Madam,

Subject :- Removal of age limit for Old Pattern Departmental Examination for ITOs and ITIs regarding -

Kindly refer to the above.

2. As per extant Rules, 1994 for ITOs and ITIs (Old Pattern) maximum of ten number of chances may be availed by a candidate provided his or her age on first April of year of examination does not exceed 55 years. In the case of SC/ST candidates, there shall not be any age limit.

3. The issue of age limit for old pattern exam for ITOs and ITIs has been reviewed by the Board and it has been decided to remove the age limit criteria of 55 years for examinees appearing under the Departmental Examination (DE) Rules, 1994 and Departmental Examination Rules 1998 with prospective effect. All other conditions governing these exams will remain unchanged. Necessary changes in the DE Rules 1994 and DE Rules 1998 are being effected.

It is for your kind information and necessary action.

(Sunil Kumar Yadav)

Joint Director of Income Tax (Exams)

New Delhi

135/100
S. Kumar
20/7/16

Time Table for Departmental Examination 2017 for ITO/ITI.

S. No.	DAY/DATE	SUBJECT & TIME	
		1st Session (ITO Examn.)	2nd Session (ITI Examn.)
1.	Monday 10.07.2017	Paper-I Income Tax law and Computation (Without books) (Objective Type) 10:30 AM to 12:30 PM	Paper-1 Income Tax law and Computation (Without books) (Objective Type) 2:30 PM to 5:30 PM
2.	Tuesday 11.07.2017	Paper-2 Advanced Accountancy (Without books) (Objective Type) 10:30 AM to 12:30 PM	Paper-2 Book Keeping (Without books) (Objective Type) 2:30 PM to 4:30 PM
3.	Wednesday 12.07.2017	Paper-3 Allied Laws (Without books) (Objective Type) 10:30 AM to 12:30 PM	Paper-3 Allied Laws (Without books) (Objective Type) 2:30 PM to 4:30 PM
4.	Thursday 13.07.2017	Paper -5 Office Procedure (for partially qualified and betterment candidates of Old Pattern only) (Without books) (Objective Type) 10:30 AM to 12:30 PM	Paper -4 Office Procedure (Without books) (Objective Type) 2:30 PM to 4:30 PM
5.	Friday 14.07.2017	Paper-4 Income Tax & Accountancy (Combined Practical) (With I.T Act & Rules) (Subjective Type) 10:30 AM to 1:30 PM	Paper-5 Hindi (Subjective Type) 2:30 Pm to 3:30 Pm & Paper-6 Examination of Accounts (for partially qualified and betterment candidates of Old Pattern only) 3:30 PM to 5:30 PM
6.	Monday 17.07.2017	Paper-6 Examination of Accounts & language Test (for partially qualified and betterment candidates of Old Pattern only) 10:30 AM to 1:30 PM & Language Test (Hindi Translation) 2:30 PM to 3:00 PM Part -II Language Test (Oral Test) 3:30 PM onwards	