

भारत सरकार  
प्रधान आयकर आयुक्त का कार्यालय,  
10 वीं मंजिल, B ब्लॉक, आयकर शिखर,  
10-2-3, ए.सी. गार्ड्स,  
हैदराबाद-500 004  
टेलीफोन :040-23241427



**GOVERNMENT OF INDIA**  
Office of the Pr.Chief Commissioner of  
Income Tax,  
10<sup>th</sup> Floor, B Block, Income tax Towers,  
10-2-3, AC Guards, Hyderabad-500004  
Tel No:040-23241427  
Email:hyderabad.dcit.hq.admin@  
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F.No. Pr.CCIT/Sports Recruitment/STENO/Estt./2025-26

Date:18.06.2026.

**MEMORANDUM**

Sub: Establishment - I.T. Department, Andhra Pradesh & Telangana, Hyderabad  
– **Appointment of Stenographer Grade-II in CBDT - Allotment of candidates** - Reg.

\* \* \* \* \*

The following candidates selected under the **Meritorious Sportspersons Recruitment Quota pursuant to Recruitment Notification dated 15.03.2025** for appointment as **Stenographer Grade-II in CBDT** in the Income Tax Department, Andhra Pradesh & Telangana Region in the Pay Band/ Scale of Level-4 of 7<sup>th</sup> Pay Commission Pay Matrix (Pre revised scale PB-I, Rs. 5200/- – 20200/- and Grade Pay of Rs. 2400/-) are allotted to the below mentioned Head of the Departments (col.3) for being posted to the station mentioned(col.4) against their names:

S.No	NAME OF THE CANDIDATE (Shri/Smt/Kum)	APPOINTING AUTHORITY TO WHOM ALLOTTED	STATION
(1)	(2)	(3)	(4)
1	<b>Ms. Agasara Nandini,</b> D.O.B: 07-08-2003 PI No-22/A, Chandrapuri Colony, ECIL Post, Kapra Rangareddy, Telangana - 500062 Ph.No: 9391096670 ✉ : agasaranandini15442@gmail.com Application No. ITAPTG_118522_01	PCIT-4, Hyderabad	Hyderabad
2	<b>Shri. Ruban Kumar,</b> D.O.B: 08-07-2003 Pullela Gopichand academy near isb Rd idbi quarters Hyderabad, Telangana - 500032 Ph.No: 8610188155 ✉ : rubanhari004@gmail.com Application No. ITAPTG_662439_02	PCIT-1, Visakhapatnam	Visakhapatnam

2. The competent authorities under the HODs mentioned at Column No. 3 are requested to issue the appointment order immediately without changing the station mentioned at Column No.4 to the candidate(s) incorporating the following conditions:

*Behind every progressive nation stands a responsible taxpayer*

- (i) ***The appointment of the candidate is subject to verification of his/her Character and antecedents. If anything, unsatisfactory or negative found, the services will be terminated without assigning any reasons or notice.***
- (ii) The candidate is required to take an oath of allegiance to the Constitution of India in the format given below:  
“I.....do swear/solemnly affirm that I will be faithful and bear true allegiance to India and to the Constitution of India as by law established that I will uphold the sovereignty and integrity of India and that I will carry out the duties of my office loyally, honestly and with impartiality.”
- (iii) His/her retention in service is further subject to his/her being found suitable for Govt. Service, in all respects.
- (iv) He/she is warned that furnishing of incorrect information on any points will render him liable to disciplinary action.
- (v) He/she is informed that his/her appointment will be purely on a provisional basis. He/she will initially be on probation for a period of two years from the date of joining and shall be governed by the provisions relating to probation as prescribed under the relevant rules and instructions of the Government.
- (vi) **The candidate is being appointed under the Meritorious Sportspersons Recruitment Quota subject to the condition that he/she shall qualify the prescribed Stenography Skill Test within one year from the date of joining the Department, failing which his/her services shall be liable for termination.**
- (vii) His/her appointment will be subject to the rules and regularizations framed by the Govt. of India from time to time for the employees of the Income Tax Department.
- (viii) He/she must produce original certificates in proof of his/her discharge from service from his previous employer, if applicable.
- (ix) He/she must produce original certificates in proof of his/her academic qualifications, caste (if applicable) and age to the Head of Office of posting.
- (x) The Pension Scheme communicated vide Department of Expenditure, Ministry of Finance, Government of India letter in F.No.1(7)(2)/2003/TA/11 dated 07.01.2004 will be applicable to him/her. Immediately on joining Government service, He should provide particulars such as his name, designation, scale of pay, date of birth, nominee(s) for the fund, relationship of the nominee etc., in the prescribed form (Annexure-I) enclosed.
- (xi) In case of a new recruitment to the Central Government services joining on or after 1<sup>st</sup> April 2025, the existing process of enrolment under NPS shall continue. In case such new recruit chooses the (Unified Pension Scheme) UPS option under

NPS, such person shall submit an application to the concerned DDO in Form A1 of Schedule I issued under notification F. No. PFRDA-12/01/0001/2023-LEGAL dated 19.03.2025 to enroll in UPS option under NPS in accordance with these regulations within 30 days from date of joining the Central Government services. As per O.M in F.No. File No. 1/3/2024-PR dated 25.08.2025, a one-time, one-way switch facility from UPS to NPS is made available to all Central Government employees who have opted for UPS. This switch facility may be exercised by UPS optees any time not later than one year prior to the date of superannuation or three months prior to the deemed date of retirement in case of voluntary retirement, as applicable

(xii) If he/she is re-employed pensioners/re-employed ex-servicemen, he/she should file an option for fixation of his pay as required in Government of India Decision No.(5) of CCS (Fixation of Pay of Re-employed Pensioners) Order 1986 (read with Order No.16 of these orders) and such an option to have the pay fixed on re-employment should be filed and such an option should be exercised within three months of his employment and such an option will be treated as final.

(xiii) If he/she, who is a re-employed Military Personnel, desires to take advantage of the retirement benefits based on the Combined Military and Civil Services, as per Rule 19 of CCS(Pension) Rules read with G.I.D there under, He/she should exercise an option within a period of one year from the date of joining the civil service or post. If no option is exercised within the period specified, He/she will be deemed to have opted to continue to draw the Military Pension or retain gratuity received on discharge from Military Service and consequently his/her former Military Service shall not count as qualifying service for civil pension.

**(xiv) He/she is informed that the offer of appointment would lapse automatically after the expiry of six months from the date of issue of original offer of appointment as per the DOPT O.Ms No. 35016/2/93-Estt.(D) dated 09.08.1995 and 1259494-Estt.(D)dated 09.08.2017.**

**(xv) He/she is informed that the Inter Charge Transfer in the Income Tax Department has been withdrawn vide CBDT's letter in F.No. HRD/CMD-1/108/1/2020-21/6406 dated 22.12.2020.**

**(xvi) He/she should intimate about the previous competitive/recruitment examinations appeared, if any.**

**(xvii) This Order shall be subject to judgments in any pending cases in this matter in any Jurisdictional Court within the territory of India.**

3. The Appointing Authority should collect the Registration Card (X-10) issued by respective Employment Exchange (if registered), from the appointees at the time of his/her joining duty. The appointee may be informed of the same well in advance enabling him/her to carry it along with him/her while joining duty. Thereafter, the same may be

forwarded to the respective Employment Exchange where the candidate is registered for cancellation of his/her registration, wherever applicable.

4. **The service of the candidate is transferable anywhere within the region of Pr. Chief Commissioner of Income Tax, A.P & Telangana.**

5. A copy of the appointment order and joining report may be marked to this office for record.

6. This issues with the approval of the Pr. Chief Commissioner of Income Tax, A.P & Telangana.

Sd/-

**(Sarish Kumar Irukulla)**

आयकर आयुक्त (प्रशासन एवं करदाता सेवाएँ),  
Commissioner of Income Tax (Admn. & TPS),  
आन्ध्र प्रदेश एवं तेलंगाना /Andhra Pradesh & Telangana.

**To,**

The Head of The Departments mentioned at Column No.3 above (By Name).

**Copy to:**

1. The Confidential Section of this office.
2. The personal files.
3. The Secretary, ITEF, Group'C' Circle, A.P.&Telangana, Hyderabad.

*P. Umamaheswara Rao*

**(Paidy Umamaheswara Rao)**

आयकर अधिकारी (मुख्यालय) (कार्मिक) (ओएसडी)  
Income Tax Officer (Hqrs)(Personnel)(OSD),  
प्र.मु.अ.आ कार्यालय, आ.प्र & तेलंगाना, हैदराबाद  
O/o. Pr.CCIT, AP & TG, Hyderabad