

भारतसरकार
 प्रधानमुख्यआयकरआयुक्तकाकार्यालय
 आंध्रप्रदेशवतेलगाना
 10वीमंजिल, 'D'ब्लॉक, आयकरशिखर,
 ऐ. सी. गार्ड्स, हैदराबाद-500 004.
 Fax: DC (Admin):040-23241427
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GOVERNMENT OF INDIA
 Office of the
 Pr. Chief Commissioner of Income Tax,
 Andhra Pradesh & Telangana
 10th Floor, 'B' Block,
 IT Towers, A.C.Guards,
 Hyderabad - 500 004.
 Telephone: DC(Admin):040-23425474

F.No.Misc./Pr.CCIT, Hyd/Admin/2021-22

23rd of February 2022.

To

All the Heads of the Offices,
 AP & TS region.

Sir/Ma'am,

Sub: Competent authority for processing the intimations and forwarding of correspondence & instructions for processing - Reg.

Ref: 1. Circular dtd. 24.08.2015
 2. This office Memorandum dtd. 07.09.2021.

Kind attention is invited to the above.

The competent authority for processing the intimations of transaction in movable and immovable property submitted by the officers of Group 'A' upto the level of Addl. CIT, Group 'B' and Group 'C' and post processing instructions were given in the Circular referred at reference 1.

Similarly, vide memorandum dtd. 07.09.2021 cited under reference above, instructions for processing the intimations for acquisition of immovable property where the sources involved loans availed or acquired by way of Gift are given.

The above instructions have been brought to the notice of all the Heads of the Offices and the competent authorities under the Pr.CCIT, AP & TS region. It is observed that still intimations are forwarded to this office for processing. In this regard, I am directed to request all the Competent Authorities to strictly comply with the Circular dated 24.08.2015.

Yours faithfully,

Encl: a/a.


 (P. Krishna Kumar)

Dy. Commissioner of Income Tax
 (HQs)(Admin), Hyderabad,
 O/o. The Pr.CCIT, AP & TS.

సర్కూలర్
ప్రధాన అధికారి, ఆంధ్రప్రదేశ్ ప్రభుత్వం
ఆంధ్రప్రదేశ్ ప్రభుత్వం
గవ. కార్యాలయం, ఆంధ్రప్రదేశ్ ప్రభుత్వం
ఆంధ్రప్రదేశ్ ప్రభుత్వం-500001
ఫోన్: 040-23240403
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GOVERNMENT OF ANDHRA
Office of the
Pr. Chief Commissioner of Income Tax,
Andhra Pradesh & Telangana
9th Floor, 'C' Block,
IT Towers, A.C. Grounds,
Hyderabad - 500 004.

Dated: 24.08.2015

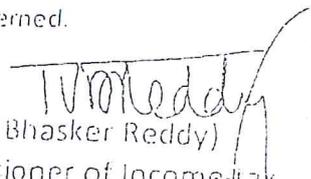
No. Com.Vij.24(135)/Circular/2015-16

CIRCULAR

Sub: Intimations/permission in respect of transaction in Movable/immovable Property submitted by the Officers/Officials-Reg.

It has been observed that intimations/permissions under rule 18(2) and 18(3) of CCS(Conduct) Rules, 1964 submitted by the officers/officials instead of being processed by the Competent Officers, are routinely being forwarded to this office. In order to streamline the process, the following instructions are issued for strict compliance.

1. All the Intimations/permissions in respect of transaction in Movable/immovable property submitted by the Commissioners of Income-tax will be processed at office of the CCIT(CCA)
2. All the Intimations/permissions in respect of transaction in Movable/immovable property submitted by Group 'A' officers up to the level of Additional Commissioner of Income-tax and those submitted by Group 'B' Officers are to be processed by respective Chief Commissioner / Commissioner of Income-tax.
3. All the Intimations/permissions in respect of transaction in movable/immovable property submitted by Gr. 'C' officials are to be processed by respective head of office
4. After processing as above a copy of the endorsement issued along with a copy of the Intimations/permissions and correspondences and document, if any, should be forwarded to this office within 15 days for personal file of Officer/Officials concerned.


(T. Vijaya Bhasker Reddy)
Addl. Commissioner of Income-tax
(H.Qrs)(Admn. & Vig), Hyderabad

Copy to:

1. All Chief Commissioners/Commissioners & Addl. Commissioner of Income-tax in A.P. & Telangana Region.
2. Notice board in IT Towers, Aayakar Bhavan, Olympic Bhavan, Postinet Bhavan & CGO Towers



F.No./IPR/Circulars/Con./Estt./Pr.CCIT, Hyd/2021-22

Date: 7th September 2021.

MEMORANDUM

Sub: Submission of intimation u/r 18(2), 18(3) & 13(3) of the CCS (Conduct) Rules - Reg.

It is seen that while submitting the intimation u/r 18(2) for acquisition of Immovable Properties, loans or gifts are taken, but no prior intimation is made or prior sanction is requested for entering into loan transaction or gift taken.

2. I am directed to bring to the notice of all the Officers/ officials to henceforth submit a separate form of Intimation u/r 18(3) to their respective competent authority wheresoever, if the transaction of property in Movable / Immovable is done through sources involving loan taken from Bank / Financial Institutions or any of family member / any other third party if the amount involved exceeds two months basic pay of the employee.

3. Similarly, in case of gifts, prior sanction is required as per Rule 13(3) of the Conduct Rules.

4. I am directed to request all the Heads of the Department to direct the Officers / Officials under the respective jurisdiction to comply with the guidelines and to submit the Form of Intimation henceforth in accordance with the directions.

B. Srinivasa Rao 7/9/21

(B. Srinivasa Rao)
Jt. Commissioner of Income-tax (OSD)
(HQ)(Admin), Hyderabad,
O/o. Pr.CCIT, AP & TS.

To

All the Heads of the Department in the Pr.CCIT AP & TS Region.