



प्रधान मुख्य आयकर आयुक्त, आं. प्र. व तेलंगाना का कार्यालय  
**Office of the Pr. Chief Commissioner of Income Tax ,**  
9<sup>th</sup> Floor, C-Block, I.T. Towers, Masabtank , Hyderabad – 500 004  
☎ : 040 – 23425492

F.No. Pr.CCIT/ Guard file/Accts./2022-23

Date :25-04-2022.

To,  
All the Head of Offices/ DDOs,  
A.P. & Telangana, Hyderabad.

Sir/Madam,

Sub: Deduction of subscription fee membership of ITEF for the  
2022-23 from the salaries of Group "C" officials working in the  
AP & TS, Region, Forwarding of - Regarding  
Ref: Letter dated: 11-04-2022 is received from General Secretary  
ITEF, AP & TS, Hyderabad  
-oOo-

Kind reference is invited to above.

The undersigned is directed to forward the copy of Letter received from  
Sri.M.V.Prasad,General Secretary,I.T.E.F., A.P. & TS Circle, Hyderabad Dated:11-04-2022 for  
deduction of renewal fees from the month of April,2022 for the financial year 2022-23.

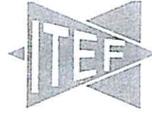
**In respect of all Members/Employees placed upto the Level-5 Rs.60/- P.M**  
**In respect of all Members/Employees placed upto Level 6 & 7 Rs. 100/-P.M**

The deducted amount have to be remitted into "INCOME TAX EMPLOYEES  
FEDERATION", AP Circle Bank account maintained with **CANARA BANK(Earlier Syndicate  
Bank)**,Basheerbagh Branch, Hyderabad **A/c No. 30042010033767, MICR No. 500015104  
and IFSC Code: CNRB0013004.** This is for your kind information and necessary action at  
your end.

Yours faithfully,

(एन.एस.प्रेम कुमार/N.S. PREM KUMAR)  
प्रशासनिक अधिकारी (डी डी ओ)  
Administrative officer (DDO)  
प्रधान मुख्य आयकर आयुक्त, हैदराबाद  
O/o.Pr.CCIT, Hyderabad.

Encl: As Above



18 APR 2022

# INCOME TAX EMPLOYEES' FEDERATION, A.P. & T.S. CIRCLE HYDERABAD

Ground Floor, 'C' Block Income Tax Towers, A.C. Guards, Hyderabad - 500 004.

Phone & Fax : 040-23425228 Website : www.itefapts.org

Circle President : **K.V. Ramana Rao**

GOVERNMENT OF ANDHRA PRADESH  
MINISTRY OF FINANCE  
Income Tax Department

Circle General Secretary : **M.V. Prasad**

Circle Vice Presidents

**T. Chandra Sekhar**  
**P.V. Bala Krishna**  
**D. Pundarikaksha Rao (VJA)**  
**P. Rajesh Kumar Reddy (VIZAG)**

Circle Addl. Secretary  
**A. Vijay**

Circle Joint Secretaries  
**D. Radha Krishna Reddy**  
**A.V.S. Prabhakar**  
**I. Susheela Rani**

Circle Asst. Secretaries  
**S. Sudhakar Reddy**  
**G. Kishore**  
**J.A. Sai Laxman**

Circle Treasurer  
**D. Narendra Babu**

Circle E.C. Members  
**Subroto Biswas**  
**Bishwabasu Khamari**  
**R. Chatru Naik**  
**G. Chandra Sekhar**  
**B.G. Panchakshari**  
**Abhinandan Kumar Singh**  
**K. Kishore**

Circle Auditor  
**Adusumilli Chandra Sekhar**

Circle Zonal Secretaries  
**V. Harinath Babu (Hyd City)**  
**P. Janardhan (Hyd City)**  
**V. Siva Rama Krishna (Hyd City)**  
**Md. Mahaboob Mohiuddin (Telangana)**  
**I.V. Siva Rao (Guntur)**  
**S. Suresh Reddy (Kurnool)**  
**M.V. Sreeramachandra Murthy (Rjy)**  
**S. Jai Venkatesh (Tirupati)**  
**A. Muni Rao (Vijayawada)**  
**Ajit Kumar Acharya (Vizag)**

Circle Organising Secretaries  
**P. Ramesh**  
**P Suresh Kumar**  
**D. Shoban Rao**  
**Ashab Bin Haque**  
**Heerlal Naik Ramavath**

Circle Lady Representatives  
**Nalli Manasa**  
**G. Manjari**  
**Sony Sweety Soren**

Advisor &  
Asst. Secretary (JCM)  
ITEF (CHQ), New Delhi  
**Usha Bonepalli**

DC (HQ) Adm  
2

To  
The Principal Chief Commissioner of Income Tax,  
Andhra Pradesh and Telangana,  
Hyderabad.

//Attn: (A.O) (Accounts)//

Respected Sir,

Sub: CCS (Recognition of Service Association) Rules, 1993-Deduction of renewal fees from the salary of members for the F.Y.2022-23-Reg.

Ref: 1. Board's letter in F.No.12020/8/03 Ad.IX, dated 03<sup>rd</sup> March, 1997  
2. Income Tax Employees Federation (Central Head Quarters), New Delhi's letter in No.X-1/2021-24, dated 12.03.2022. (copy enclosed)

\*\*\*

Kind reference is invited to the above cited subject.

The Income Tax Employees Federation (Central Head Quarters) vide letter referred in SI.No.2 above that proposed to deduct the annual subscription fee from Non-Gazetted employees including MTS towards renewal of membership for the F.Y.2022-23 as detailed below:

In respect of all employees placed upto the Level-5: Rs.100/-

In respect of all employees placed upto the Level-6&7: Rs.150/-.

43826  
11 APR 2022

Hyderabad,  
11.04.2022.

12 APR 2022



# INCOME TAX EMPLOYEES' FEDERATION, A.P. & T.S. CIRCLE, HYDERABAD.

Ground Floor, 'C' Block Income Tax Towers, A.C. Guards, Hyderabad - 500 004.

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**Abhinandan Kumar Singh**  
**K. Kishore**

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*Circle Zonal Secretaries*

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**P. Janardhan** (Hyd City)  
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**Md. Mahaboob Mohiuddin** (Telangana)  
**I.V. Siva Rao** (Guntur)  
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**M.V. Sreeramachandra Murthy** (Rjy)  
**S. Jai Venkatesh** (Tirupati)  
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*Circle Lady Representatives*

**Nalli Manasa**  
**G. Manjari**  
**Sony Sweety Soren**

*Advisor &*

Asst. Secretary (JCM)  
ITEF (CHQ), New Delhi  
**Usha Bonepalli**

In this connection, it is to submit that, as per the decision of the Executive Committee meeting held on 10.03.2022, it was decided to deduct the renewal fees only at Rs.60/- PM and Rs.100/- per month against the ITEF (CHQ) proposals at Rs.100/- & Rs.150/- from the salaries of the members of Group-C employees for the current **Financial Year: 2022-23** as per the Levels mentioned below:

1. For those employees who are upto Level-5 (MTS, Notice Server, LDC, Tax Assistants, Steno, Gr.II etc): **Rs.60/- pm**
2. For those employees who are in Level-6 (Office Superintendents, Sr.Tax Assistants, Steno.Gr.I etc) & Level-7 (ITIs): **Rs.100/- pm**

Hence, it is requested that necessary instructions may be issued to all the DDO's in AP&TS Region to deduct the renewal fee by **Monthly** at given rates above from the members of Group-C employees for the current **Financial Year: 2022-23** and remit the same into the INCOME TAX EMPLOYEES FEDERATION, AP CIRCLE BANK ACCOUNT maintained with Canara Bank (Earlier Syndicate Bank), BASHEERBAGH BRANCH, HYDERABAD, A/c No. 30042010033767, MICR No.5000015104 and IFSC Code: CNRB0013004.

Yours faithfully,

(M.V. PRASAD),  
General Secretary,  
ITEF, AP&TS Circle

Encl: as above.

**INCOME TAX  
EMPLOYEES  
FEDERATION**



Since 1953

President: *M S Vengatesan*  
9445955553

**CENTRAL HEADQUARTERS**

A2/95, Manishinath Bhawan,  
Rajouri Garden, NEW DELHI-110027  
Tel.011-2510 5324; 2593 7462  
Website: [www.itefchg.org](http://www.itefchg.org)  
Email: [itefcentral@gmail.com](mailto:itefcentral@gmail.com)

Secretary General: *Rupak Sarkar*  
8902198000

No. X-1/2021-24

Dated: 12<sup>th</sup> March 2022

To

The **Pr. Chief Commissioner of Income Tax (CCA)**,

Gujarat, Karnataka & Goa, MP & CG, Odisha, NWR, Tamil Nadu & Puducherry,  
Delhi, NER, Andhra Pradesh & Telangana, Rajasthan, UP West & Uttarakhand,  
Kerala, WB & Sikkim, UP East, Mumbai, Nagpur, Patna, Pune.

Dear Sir,

Sub: **Verification of membership of ITEF under CCS (RSA) Rules 1993 - Deduction of Renewal fees from the salary of members for the month of April, 2022 and remittance thereof to the ITEF, Central Headquarters – Regarding.**

We invite your kind reference to the Board's letter in F No. 12020/8/03 Ad.IX dated 3<sup>rd</sup> March 1997, a copy of which is enclosed for your ready reference. As per the said instructions, declaration forms duly filled up and signed by our members have been filed before the concerned DDOs on the basis of which recognition was afforded to this Federation. We request you to kindly direct the concerned DDOs to deduct renewal fees from the salary of the members of this Federation for the month of **April, 2022**. The XXXI All India Delegates Conference of ITEF held at Hyderabad, Telangana unanimously resolved that the Renewal Fees for the ensuing term 2021-24 at the rates given hereunder.

In respect of all employees placed **up to Level - 5** (GP of Rs.2800): **Rs. 100/-**

In respect of all employees placed in **Levels - 6 & 7** (GP of Rs.4200 & Rs. 4600): **Rs. 150/-**

As per the provisions of the constitution of this Federation, the above amount is to be paid by each non-Gazetted employee towards the renewal of membership in the month of April, 2022. In respect of the subsequent months, the subscription amounts as determined by the Conference of the concerned Circles will be intimated by the Circle General Secretary for enabling the DDOs to make deductions and remit the same to the concerned Circle General Secretaries.

It is noticed that such remittances were not regularly receiving from the DDOs in spite of repeated reminders. It will, therefore, be appreciated if the Zonal Accounts Officer is directed to send the renewal fees immediately after the salary is disbursed for the month of April, 2022 **intimating the number of employees in respect of whom the renewal fees are remitted.**

We shall be grateful if you will kindly instruct the DDOs to make the deduction as above and remit the same in the form of **Demand Draft** in favour of **"INCOME TAX EMPLOYEES FEDERATION**, payable at **New Delhi** or remit the same by **online transfer** in following Account:

Account Name: **Income Tax Employees Federation**

Account Number: **035071148139**

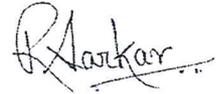
IFS Code: **SBIN0001705**

MICR Code: 110002104

CIF No. 88566012203

With regards,

Yours faithfully,



**(Rupak Sarkar),**  
Secretary General.

Copy to the **General Secretary, ITEF**, Gujarat, Karnataka & Goa, MP & CG, Odisha, NWR, Tamil Nadu & Puducherry, Delhi, NER, Andhra Pradesh & Telangana, Rajasthan, UP West & Uttarakhand, Kerala, WB & Sikkim, UP East, Mumbai, Nagpur, Patna and Pune Circle with a request to follow up the matter and ensure deduction at the above rates and timely remittance to the Central Headquarters.

F. No. D-12010/1/93-Ad-IX  
Government of India  
Ministry of Finance  
(Department of Revenue)  
Central Board of Direct Taxes

231  
POST 11, 201 AM  
BY SPEED POST

New Delhi, the 3rd March 1997.

To  
All the Chief Commissioners of Income Tax,  
All the Director General of Income Tax  
Commissioner of Income Tax, Bhubaneswar, Bhopal & Shillong.

Subject: C.C.S. (Recognition of Service Associations) Rules,  
1993-Verification of membership of All India Association/  
Federation for the purpose of recognition regarding.

I am directed to refer to Board's letter of even No. dated 9.11.96 on the subject mentioned above and to request you to furnish the following information most urgently:-

- i) Total number of groups 'C' and 'D' employees, cadrewise, in your charge/office (sanctioned and working);
- ii) Total number, out of (i) above, cadrewise, who are members of the Income-tax Employees Federation (for this purpose, the employees should give a declaration in writing to the Head of Department);
- iii) Percentage of membership of the Federation, taking the total working strength of 'C' and 'D' cadres, to the total no. of members;
- iv) The monthly subscription fixed by the IETF, and, the date from which this is being deducted from the monthly pay bills of the employees in accordance with the check-off system introduced by the Department of Personnel and Training vide their O.M. No. 10/20/90-ICA dated the 1st January, 1994, which was forwarded to all staff associations/unions in your respective charges, through your office. Board's letter of even number dated the 1st March, 1994.

2. It may be mentioned in this regard that the check-off system has to be necessarily implemented by the Heads of Department and there can be no restriction, exception, or variation in the mode of its implementation. You are, therefore, requested to take immediate action in this regard to obtain declarations of membership by 15th March 1997, and ensure deduction from monthly pay bills for the month of April 1997, (if not already being done). The aforesaid information may be sent to the Board Direct by 15th May 1997, along with a certificate that the check-off system has been implemented by you. (What is expected will follow).

Yours faithfully,

*Rajesh Chandra*  
(RAJESH CHANDRA)

Chief Secretary to the Govt. of India.

(110)

COPY of O.M.No. 214/95/37/1996 dated 2nd December, 1993  
Issued by Controller-General of Accounts (Department of  
Expenditure).

Subject: Procedure for deductions towards membership  
subscriptions to Service Association of Central Government  
employees from salary bills - Regarding

Association of Employees to India 7(a) and the Central  
Civil Services (Recognition of Service Associations) Rules,  
1991 published in Part II Section 3 Sub-section (1) of  
the Gazette of India and Paragraph 5 of O.M.No. 2/10/90-  
JCA dated 9-11-1991 issued by Department of Personnel and  
Training. The following procedure regarding recovery of  
membership for the Association from the pay bills may  
be followed by all Ministers / Departments of Central  
Government other than Department of Public, Department of  
Telecommunications and Defence civilians of the Ministry of  
Defence for whom their Departments may issue separate  
orders.

1. Every employee wanting to be a member of a Service  
Association would have to give in writing to the D.D.O. in  
the proforma as may be prescribed by Department of  
Personnel and Training, his consent for deduction of his  
subscription from his pay bill. The consent is to be sent  
through the concerned Service Association to which the  
membership is sought.

2. The consent letter given by the employees will be  
grouped category wise and filed neatly in separate  
The details of the consent will be noted in a register by  
the D.D.O., the format of which is indicated in Annexure-A.

3. The recovery shall be made at such intervals as  
prescribed by DOP&T.

4. An extract from this register, in duplicate, will  
be given to the cashier for making necessary entries in the  
acquittance roll CAR 24 of the month concerned. A separate  
column in the acquittance roll may be opened in the  
relevant month to record the deduction separately. The  
deductions made by the cashier, through acquittance roll  
will be outside the cash transactions of the Government  
Account.

5. The DDO after making the deductions will remit the  
amount to concerned Association, indicating the total  
deductions and the total number of persons covered by the  
amount remitted. The amount may be remitted to the  
functionaries as may be authorized by the association to  
receive the subscription.