



कार्यालय प्रधान मुख्य आयकर आयुक्त,
आन्ध्र प्रदेश व तेलंगाना, हैदराबाद
Office of the Pr. Chief Commissioner of Income Tax,
Andhra Pradesh & Telangana, Hyderabad,
दसवीं तल, आयकर शिखर / 10TH Floor, Income Tax Towers,
एगार्ड्स .सी., हैदराबाद / AC Guards, Hyderabad – 500 004,
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F.No.Pr.CCIT/Estt /DBC /2019

Date: 09.01.2020

To

All Group "A" Officers of
Andhra Pradesh and Telangana Region.

Sir / Madam,

Sub: Correction / updation in the Executive Profile in all grades (Group A)
– Reg.

Ref: Letter in F.No.DBC/T&P/AGT-2020/248, dated 6.1.2020

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Please refer to the above.

I am directed to request all Gr.'A' officers working in AP&TS charge to correct / update the profiles in Cadre Management System (CMS) on an urgent basis by 17.01.2020 as the process of Annual General Transfer (AGT)-2020 will be initiated soon by the Board.

Yours faithfully,

M. Mohan Babu
09/01/2020

(M. MOHAN BABU)
Deputy Commissioner of Income tax,
(Hqrs)(Admin),
O/o Pr.CCIT, AP & TS, Hyderabad

भारत सरकार
वित्त मंत्रालय
राजस्व विभाग
केन्द्रीय प्रत्यक्ष कर बोर्ड
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F.No.DBC/ T&P/AGT-2020/१५४

Dated: 06.01.2020

To

All Pr. Chief Commissioners of Income Tax (Cadre Controlling Authorities) and
Pr. Director Generals of Income Tax (attached Directorates of the CBDT)

Sub: **Profile Correction/updation in all grades (Group A)-reg.**

Madam/Sir,

I am directed to state that the process of Annual General Transfer (AGT)-2020 will be initiated soon. In this regard the Executive profiles of all Group A officers plays an important role while calculating their tenure and stay in various regions/stations/posts. It is observed that many officers have incomplete profiles in **Cadre Management System (CMS) of the web portal www.irsofficersonline.gov.in**, which leads to incorrect data at the time of AGT leading to errors in transfer/posting of the officers. Several requests were made earlier also from time to time to all the officers to correct/update their executive profiles in case there is any deficiency. However, it is observed that many profiles are yet to be corrected/updated.

It is reiterated that the responsibility of maintaining the correct and updated Executive Profile is on the individual officer as well as the respective CCAs. **Any incorrect/wrong entries in the Executive Profile would be viewed adversely by the CBDT against the individual officers as well as the respective CCAs under whose jurisdiction the officer is presently working.**

In view of the above, I am directed to request that the officers working in your region/charge may be instructed to correct/update their profiles on an urgent basis. It is desired that the profile correction/ updation exercise is completed **latest by 17.01.2020.**

I am further directed to inform that if the profile correction/updation is not done by the officers by 17.01.2020, It will be assumed that their profiles are correct and any subsequent request for correction/updation of their profiles shall not be entertained.

This issues with the approval of the Member (Admn.), CBDT.

Yours faithfully,


06/01/2020

(Rakesh Kumar Suman)
Joint Director of Income Tax
Data Base Cell, CBDT