



प्रधान मुख्य आयकर आयुक्त का कार्यालय,
आन्ध्र प्रदेश एवं तेलंगाना

Office of the Principal Chief Commissioner of Income Tax
Andhra Pradesh & Telangana

10वीं मंजिल, 'सी' ब्लॉक, आयकर शिखर, ए.सी. गार्ड्स, हैदराबाद-500 004
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फा.सं.प्र.मु.आ.आ./39/स्था./YPS/75/ 2023-24

दिनांक: 26.02.2024

F.No. Pr. CCIT/39/Estt/YPS/75/2023-24

Date: 26.02.2024

ज्ञापन / MEMORANDUM

Sub: Establishment - I.T. Department, AP&TS, Hyderabad - Selection of Young Professional in Pr.CCIT, AP&TS Hyderabad Region - Allotment - Reg.

The following candidate, who has been selected as Young Professional in Pr.CCIT, AP&TS, Hyderabad region is allotted to the below mentioned CIT(DR)/Mentor (col.3) for being posted to the office mentioned against his name:

| S.NO | NAME OF THE CANDIDATE (Shri/Smt/kum) | CIT (DR) / MENTOR TO WHOM ALLOTTED | STATION |
|------|--|---|-----------|
| (1) | (2) | (3) | (4) |
| 2. | KUMARA SATISH CHANDRA S/o KUMARA ESHWAR KUMAR H.No.2-2-185/3, Flat No.202, Sai Chandra Nivas, Bagh Amberpet, Hyderabad - 500 013. Email : cak.s.chandra2020@gmail.com | CIT (DR) (ITAT)-2, HYDERABAD | HYDERABAD |

2. The Young Professional selected is directed to report to allotted CIT (DR)/Mentor on or before 06.03.2024. In case, the Young Professional fails to report on or before 06.03.2024, his selection as Young Professional will be terminated without any further correspondence with him.

3. The CIT(DR)/Mentor mentioned at Column No. 3 is requested to maintain a personal file of the Young Professional allotted to his office, upon their joining and his selection is subject to following conditions:

- The young professional should not furnish incorrect information at any point, which may render him/her liable to action
- The young professional will have to submit duly signed secrecy / non-disclosure agreement enclosed herewith.
- The engagement will neither constitute a regular job or appointment of any nature in Income Tax Department, nor it will be in the nature of a relationship of employer and employee between the Income Tax Department and the Young Professional.



- iv. The deployment would be for one (1) year on full time basis. This period can be extended by a further period of one (1) year based on the satisfactory performance of the Young Professionals.
- v. Performance Appraisal of the Young Professionals would be undertaken at the end of the first year. This appraisal would form the basis for continued engagement of the Young Professional for a further period of one year after completion of the first year.
- vi. A lumpsum stipend of Rs.40,000/- per month shall be paid to the Young Professional. No amount over and above Rs.40,000/- shall be payable.
- vii. No other facilities such as Dearness Allowance, accommodation, residential phone/conveyance/transport, foreign travel, personal staff, medical reimbursement, CGHS etc. would be admissible.
- viii. The Young Professional shall be eligible for 8 days leave in a calendar year. The leave shall accrue on completed month basis calculated from date of joining on pro-rata basis. The Young Professional will not be eligible for remuneration for any absence beyond 8 days in a year. The un-availed leave in a calendar year shall not be carried forward to next calendar year. The intervening Saturdays, Sundays or Gazetted holidays during a spell of leave shall not be counted against the 8 days leave.
- ix. During his engagement with the Income Tax Department, the Young Professional cannot accept any other assignment either physically or virtually. In case he does so, his/her engagement will be terminated immediately without any notice or opportunity and balance remuneration will be forfeited.
- x. The Young Professional shall not, except with the previous sanction of Pr. CCIT AP&TS, in the bona fide discharge of his duties, publish a book or compilation of articles or participate in a broadcast involving electronic/ social media or represent any entity in legal or commercial matters or contribute an article or write a letter to any newspaper or periodical or any external agency/ institution, either in his own name or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast, uses any information that he may gather or bring to his knowledge during his tenure as part of this Young Professional assignment.
- xi. In the event of death, injury or illness of the Young Professional during the term of his/her engagement, the Young Professional or the Young Professional's dependents, legal heirs, claimant etc., shall not be entitled to any compensation.
- xii. The Young Professional would be subject to the provisions of the Indian Official Secrets Act, 1923 and will not divulge any information gathered by him either during the period of his engagement or at any point of time



- thereafter, to anyone who is not authorized to know the same. The Young Professional shall be subject to the Laws of Secrecy of the country and will sign a Declaration of Secrecy and Non-Disclosure Agreement before reporting.
- xiii. The engagement may be discontinued at any time by the Income Tax Department without assigning any reason. However, in the normal course, the Young Professional will be given one month's notice. In case the Young Professional chooses to leave, he/she can do so by giving a notice one month prior to the respective CIT (DR) in whose supervision he / she is posted.
- xiv. Absence for a continuous period of 8 days without information or any valid reason shall lead to automatic termination of engagement of the Young Professional.
- xv. At the time of completion of engagement period, the Young Professional has to return, to the mentor concerned, all case records, papers, notes, manuals, documents, Pen Drive, CDs and any other material containing or disclosing any confidential information. On completion of the engagement the Young Professional will also return any keys, pass cards, ID cards or other property belonging to the Income Tax Department.
- xvi. The provisions of Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, shall apply during the period of engagement.
4. A copy of the joining report may be marked to this office for record.
5. This issues with the approval of the Pr. Chief Commissioner of Income Tax A.P & Telangana.

Sd/-
(K RAVI KIRAN)
Commissioner of Income Tax
(Admn. & TPS)
AP & TS, Hyderabad

To
The CIT (DR) (ITAT)-2, HYDERABAD - for kind information.

Copy to:

1. The Confidential Section / Account Section of this office.

D. Venkateswara Rao
(DARAM VENKATESWARA RAO)
Deputy Commissioner of Income Tax,
(HQrs)(Admn)
O/o Pr. CCIT, A.P.& Telangana

