



प्रधान मुख्यआयकरआयुक्तकाकार्यालय,  
आन्ध्रप्रदेशएवंतेलंगाना

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

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F.No. Pr. CCIT/1(20)(a)/MTS/Estt./2021-22

Date: 09.02.2022

**MEMORANDUM**

Sub: Establishment - I.T. Department, Andhra Pradesh & Telangana, Hyderabad-  
**Appointment of Multi Tasking Staffs(MTS) - Allotment of candidates - Reg.**

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The following candidates sponsored by the Staff Selection Commission for appointment as **Multi Tasking Staffs(MTS)** in the Income Tax Department, Andhra Pradesh & Telangana Region in the Pay Band/ Scale of Level-1 of 7<sup>th</sup> Pay Commission Pay Matrix (Pre revised scale PB-I 5200 – 20200/- and Grade Pay of Rs. 1800/-) under the Direct Recruitment Quota, are allotted to the below mentioned appointing authorities(col.3) for being posted to the office mentioned against their names:

S. NO	NAME OF THE CANDIDATE (Shri/Smt/kum)	APPOINTING AUTHORITY TO WHOM ALLOTTED	OFFICE TO WHICH POSTED
(1)	(2)	(3)	(4)
1	PIYUSH SHARMA, S/o: MAHENDRA SHARMA, ROLL NO: 2405076312 A-34, TARA NAGAR, JHOTWARA, JAIPUR, RAJASTHAN-302012, MOB:9166447440 ID: <a href="mailto:piyushsharma12.ps@gmail.com">piyushsharma12.ps@gmail.com</a>	ADDL.CIT(H.Qrs)(Admin & Vig), O/o. Pr.CCIT, AP &TS, HYDERABAD	O/o. Pr.CCIT, AP &TS, HYDERABAD
2	ANKIT RAI, S/o. DEEPAK RAI, NAND JI PANDEY, I/2, EWS, MEHDAURI HOUSING SCHEME, ALLAHABAD, UTTAR PRADESH-211003 ROLL NO: 3009328020 MOB: 8726209894 ID: <a href="mailto:rai84640@gmail.com">rai84640@gmail.com</a>	ADDL.CIT(H.Qrs)(Admin & Vig), O/o. Pr.CCIT, AP &TS, HYDERABAD	O/o. Pr.CCIT, AP &TS, HYDERABAD

2. The appointing authority mentioned at Column No. 3 is/are requested to issue the appointment order immediately to the candidate(s) incorporating the following conditions:

"(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 appointment is subject to the production of

(a) Production of Medical Certificate of fitness from a civil surgeon.

and

(b) Production of a statement of declaration in the accompanying form and signed in the presence of Medical Officer and attested by him **(Annexure-A)**.

(iv) His/her retention in service is further subject to His being found suitable for Govt. Service, in all respects.

(v) He/she is warned that furnishing of incorrect information on any points will render him liable to disciplinary action.

(vi) He/she is informed that His appointment will be purely on a provisional basis. He will initially be on probation for a period of two years. If in the opinion of the Government his work or conduct is unsatisfactory or shows that he is unlikely to become an efficient Multi Tasking Staff, the Govt. may discharge him/her at any time.

(vii) He/she should state whether he is having more than one spouse living and in the event of declaration in the negative being found to be incorrect after his appointment, he will be liable to be dismissed from service.

(viii) 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.

(ix) He/she must produce original certificates in proof of his discharge from service from his previous employer if applicable.

(x) He/she must produce original certificates in proof of his academic qualifications, caste(if applicable) and age to the Head of Office of posting.

(xi) 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.

(xii) If he/she is re-employed pensioners/re-employed ex-servicemen, he 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, 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 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 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 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.M 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 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) **He/she should be acquainted with the nature of duties of Multi Tasking Staff as published vide CBDT, NOTIFICATION in the 'GAZETTE OF INDIA:EXTRAORDINARY' dated 17<sup>th</sup> January 2011 before joining the duty (attached as ANNEXURE-B).**

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 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 registration, wherever applicable.

4. A copy of the appointment order and 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.



(पी. कृष्ण कुमार)(P. KRISHNA KUMAR)

आयकर उपायुक्त (मुख्या)(प्रशासन)

Dy. Commissioner of Income Tax(Hqrs.)(Admn.)

प्रधान मुख्य आयकर आयुक्त का कार्यालय

O/o. Pr.CCIT, AP & TS, Hyderabad.

Encl: As above

To

The Appointing Authorities 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.

