



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/ 10<sup>TH</sup> Floor, Income Tax Towers,  
ए.सी. गार्ड्स, हैदराबाद/ AC Guards, Hyderabad – 500 004.  
टेलि.नं./Tel. No. 040 – 23425474, फैक्स/ Fax 040-23241427

F.No.Pr.CCIT/2(6)(a)/Estt/2023

Date: 02 /08 /2023

**MEMORANDUM**

Sub. : Establishment - I.T. Department, Hyderabad - **Promotion to the cadre of Administrative Officer (Grade-II) (Group 'B' Gazetted) on Regular basis - Allotment of Officers - Regarding.**

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The following Administrative Officers Gr.III, whose names have been approved by the Departmental Promotion Committee for promotion to the cadre of Administrative Officer (Grade-II) (Group 'B'-Gazetted) on regular basis for the vacancy year 2023 in the Level 8 of 7th CPC Pay Matrix [Pre-Revised pay band of Rs. 9,300-34800 [PB-2] with corresponding grade pay of Rs. 4800/-] and such allowances as may be sanctioned by the Government of India from time to time, are allotted to the appointing authorities mentioned in column No.3 for being posted in the office mentioned against their name in Column No.4 of the table below:

| S. No | NAME OF THE OFFICER (S/SRI/SMT) | TO WHOM ALLOTTED O/o.    | POSTED AS                              |
|-------|---------------------------------|--------------------------|--|
| (1)   | (2)                             | (3)                      | (4)                                    |
| 1.    | D UDAYA LAKSHMI                 | CCIT, VISAKHAPATNAM      | A.O GR.II O/O CCIT, VISAKHAPATNAM      |
| 2.    | MADHU KARLAGANDLA               | PCIT(CENTRAL), HYDERABAD | A.O GR.II O/O PCIT(CENTRAL), HYDERABAD |

2. The officer should note that his / her promotion is subject to the following conditions:

- His / her promotion is purely provisional.
  - He /she will be liable for reversion.
- If on a review of the vacancies, it is found that his / her promotion is in excess of the vacancies available.
  - If found unfit for retention in the post of Administrative Officer, Grade-II (Group 'B' Gazetted).

- c) His / her promotion/appointment as Administrative Officer (Grade-II) (Group 'B' Gazetted) is subject to the outcome of Hon'ble CAT / Hon'ble Court's Order, if any.
- d) His / her attention is invited to MHA's O.M. in F.No.7/1/80-Estt.P.I dated 26.09.1981 read with CCS (Revised) Pay Rules, 2016 regarding exercising of option for fixation of pay on regular promotion.
- e) His / her seniority in the cadre of Administrative Officer (Grade-II) (Group 'B' Gazetted) will be liable for revision at any point of time if any bonafide mistake is found with reference to any records.
- f) The official will not be eligible for pay fixation consequent on this promotion, if his / her pay has already been upgraded in the scale of Administrative Officer (Grade-II) (Group 'B' Gazetted) under ACP/MACP Scheme.
- g) His /her promotions will be subject to the directions / clarifications issued by the Board / DOPT in connection with the following OMs and any other OMs relating to the subject matter:
- (i) DOPT's OM No. 36012/2/96-Estt(Res.) dated 02/07/1997
  - (ii) DOPT's OM No.360281/17/2001/Estt(Res) dated 11/07/2002
  - (iii) Clarification issued by the DOPT vide I.D.No.36028/11/2007-Ess(Res.) dated 24/07/2007,
  - (iv) DOPT's OM No. 36012/11/2016-Estt(Res) dated 30/09/2016
  - (v) DOPT OM No A-130.13/22/2016-Ad.VII dated 18/08/2017
  - (vi) DOPT OM No F.No.36012/11/2016-Estt(Res-I){Pt-II} dated 15/06/2018
  - (vii) DOPT OM No.20011 /2/2019-Estt(D) dt 13.08.2021
  - (viii) CBDT, New Delhi's letter in F.No.A-35015/26/2018-Ad.VI, dated 27.05.2019 & A-35015/26/2018-Ad.VI dated 20.02.2020, 12/02/2021 & 26.10.2021.

3. The promotion order should be issued in the prescribed proforma immediately.
4. The postings of the Administrative Officers (Grade-II) will be reviewed in the AGT-2024.
5. **This issues with the approval of the Principal Chief Commissioner of Income Tax, Andhra Pradesh & Telangana.**

Sd/-  
(K.RAVI KIRAN)  
Commissioner of Income Tax(Admn. & TPS)  
Andhra Pradesh & Telangana, Hyderabad.

To:

1. The Officer mentioned in Column No.3 (by name) with a request to issue promotion order in respect of the officers concerned immediately endorsing a copy thereof to this office. A copy of the same may also be marked to the Secretary, ITGOA, Hyderabad

Copy to :

1. The Director General of Income tax (Inv.), Hyderabad / The Chief Commissioner of Income Tax, Hyderabad / Vijayawada / Visakhapatnam.
2. The Confidential Section/DPC file/ Database file.
3. The General Secretary, ITGOA, AP&TS.
4. The Gen. Secretary, ITEF, Group 'C' AP&TS Unit, Hyderabad
5. The ZAO, CBDT, Hyderabad/Visakhapatnam.
6. The Hindi Section, O/o. Pr. CCIT, AP & TS, Hyderabad

  
(THAMBA MAHENDRA)  
Deputy Commissioner of Income Tax,  
(Hqrs)(Admn.),  
O/o Pr.CCIT, AP&TS, Hyderabad