

F. No. 6/ CCAP & TS/GUARD FILE/Accts/2018-19

Dt: 06/03/2019

OFFICE MEMORANDUM

Sub: Deduction of Renewal fees from the Salary of members for the month of April, 2019 and remit the same in the form of DD in favour of "INCOME TAX EMPLOYEES FEDERATION" payable at New Delhi- Forwarding of-Regarding.

Ref: A letter dated: 20/02/2019 is received from Sri. Rupak Sarkar, Secretary General ITEF, New Delhi.

The undersigned is directed to forward herewith a letter of ITEF, Central Headquarters, New Delhi, received from Sri. Rupak Sarkar, Secretary General, for deduction of renewal fees in the month of April, 2019.

In respect of all members/employees placed upto level-5: Rs. 70/-

In respect of all members/employees placed upto level-6&7: Rs. 120/-

The deducted amount have to remit in the form of DD in favour of "INCOME TAX EMPLOYEES FEDERATION" payable at **New Delhi**, in the following address.

**The Secretary General,
Income tax Employees Federation,
Manishinath Bhawan,
A-2/95, Rejouri Garden, New Delhi-110027**

This is for your kind information and necessary action at your end.



(V.DEVA KUMARI)
Administrative Officer (Accounts)
O/o. PR.CCIT, AP & TS, Hyderabad.

Encl: As Above.

To,
All the Heads of offices/DDO's in AP&TS region.

19/2/19
16/02/19

INCOME TAX EMPLOYEES FEDERATION

President: *Ravindran B Nair*
9969234999

CENTRAL HEADQUARTERS

A2/95, Manishinath Bhawan,
Rajouri Garden, NEW DELHI-110027
Tel.011-2510 5324; 2593 7462
Website: www.itefchq.org
Email: itefcentral@gmail.com

Secretary General: *Rupak Sarkar*
8902198000

No. X-1/2018-21

Dated: 20th February, 2019

To

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

AP & Telengana, Bihar & Jharkhand, Delhi, Gujarat, Karnataka & Goa, Kerala,
MP & Chhattisgarh, Mumbai Odisha, NWR, Nagpur, NER, Pune.
Tamil Nadu & Puducherry, Rajasthan, UP (West) & Uttarakhand, UP (East),
WB & Sikkim.

Dear Sir,

Sub: **Deduction of Renewal fees from the Salary of Members for the month of April, 2019 and remittance thereof to the ITEF, Central Headquarters under CCS (RSA) Rules 1993 - Regarding.**

We invite your kind reference to the Board's letter in F No. 12020/8/03 Ad.IX dated 3rd 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 had been filed before the concerned DDOs on the basis of which recognition was approved and extended upto 7th June, 2023 by the CBDT vide letter in F.No.B.12020/02/2018-Ad-IX dated 14th Sept.2018. We request you to kindly direct the concerned DDOs to deduct from the salary of the members of this Federation for the month of April, 2019. The XXX All India Delegates Conference of ITEF held at Ujjain, MP from 14th - 17th February, 2018 was unanimously decided about the Renewal Fees for the ensuing term 2018-21 at the rates given hereunder.

In respect of all members/employees placed upto Level - 5: Rs. 70/-

In respect of all members/employees placed in Levels - 6 & 7: Rs. 120/-

As per the provisions of the constitution of this Federation, the above amount is to be paid by each Non-Gazetted employee, including MTS towards the renewal of membership in the month of April, 2019. 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 inspite 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 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 DD in favour of "**INCOME TAX EMPLOYEES FEDERATION**", payable at **New Delhi** in the following address.

**The Secretary General,
Income Tax Employees Federation,
Manishinath Bhawan,
A-2/95, Rajouri Garden,
NEW DELHI- 110 027**

Thanking you,

Yours faithfully,



(Rupak Sarkar),
Secretary General.

Copy to the General Secretary, ITEF, AP & Telengana, Bihar & Jharkhand, Delhi, Gujarat, Karnataka & Goa, Kerala, MP & Chhattisgarh, Mumbai Odisha, NWR, Nagpur, NER, Pune. Tamil Nadu & Puducherry, Rajasthan, UP (West) & Uttarakhand, UP (East), WB & Sikkim Circle, with a request to follow up the matter and ensure deduction at the above rates and timely remittance to the Central Headquarters.

Verification
matter for
recognition
CGA order is
attached

22/11

F. No. B-11020/3/93-Ad-IX
Government of India
Ministry of Finance
(Department of Revenue)
Central Board of Direct Taxes
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MOST URGENT
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, Nagpur & 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 9.11.95 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 ITEF, and, the date from which this is being deducted from the monthly pay bills of the members, in accordance with the check-off system prescribed by the Department of Personnel and Training vide their O.M. No. 2/10/80-JCA dated the 31st January, 1984, which was forwarded to all staff associations/unions in your respective charges, through you, vide Board's letter of even number dated the 21st 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 relaxation, exemption, 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 25th 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 latest by 10th May 1997, along with a certificate that the check-off system has been implemented by you. (Hindi version will follow).

Yours faithfully,

Rajesh Chandra
(RAJESH CHANDRA)

Joint Secretary to the Govt. of India.

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Copy of O.M.No.2(4)/93/TA/1006 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.

Attention is invited to Rule 7(i) of the Central
Civil Services (Recognition of Service Associations)
Rules, 1993 published in Part II Section 3 Sub-section (1)
of the Gazette of India and Paragraph 5 of O.M.No.2/10/80-
JTA dated 9-11-1993 issued by Department of Personnel and
Training. The following procedure regarding recovery of
subscription for the Association from the pay bills may
be followed by all Ministerial / Departments of Central
Government other than Department of Police, Department of
Telecommunications and Defence civilians of the Ministry of
Defence for whom these 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
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 securely in ward file.
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 GAR 24 of the month concerned. A suitable
column in the acquittance roll may be opened in the
relevant month to record the deductions 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 authorised by the association to
receive the subscription.

6. The DDO shall also furnish the total deductions with the details of membership of different associations in their own records. Suitable endorsement in the records mentioned in para (2) above shall also be made by the DDO.

7. The DDO shall report to such authority and at such intervals as may be prescribed by the Ministry / Department, details with regard to the total number of persons belonging to each of the service associations. The proforma in which the statement is to be sent is enclosed as Annexure-B.

8. Receipt of the O.M. may be acknowledged.

Encl. Annexures A & B.

Sd/-
(JAI DAYAL)
ASSTT. CONTROLLER GENERAL OF ACCOUNTS.