

भारत सरकार

प्रधान आयकर आयुक्त  
का कार्यालय,

10 वीं मंजिल, सी ब्लॉक, आयकर शिखर,  
10-2-3, ए.सी. गार्ड्स, हैदराबाद-500 004  
टेलीफोन : 040-2342-5474



GOVERNMENT OF INDIA

Office of the

Pr.Chief Commissioner of Income Tax,  
10<sup>th</sup> Floor, C Block, Income tax Towers,  
AC Guards, Hyderabad - 500004.  
Tel No: 040-23425474

F No. Pr.CCIT/ Estt/Circular/2020-21

Date:10-03-2022

**OFFICE MEMORANDUM**

- Sub: Income Tax Department – Establishment Section – Proposal for operationalizing the field formations on Saturdays for taxpayer engagement – Orders – issue of - Reg.
- Ref: Directorate of Income Tax (TPS - I) letter in F.No.ADG(TPS-1)/2021-22/1169 dated 08.03.2022

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Honourable Finance Minister directed the CBDT to reserve Saturdays for engaging with assesses directly in person or through phone and email, so as to give necessary clarifications to the assessee, with respect to Tax administration and procedural aspects

2. Directorate of Income Tax (TPS - I) vide letter in reference has directed that the offices upto the level of Pr.CIT's be kept open on Saturday's till 31<sup>st</sup> March 2022 for engagement with assesses through field level outreach programs and taxpayer awareness campaigns.
3. In view of the above, it is directed that all the offices upto the level of Pr.CIT's be kept open on Saturdays till 31<sup>st</sup> March 2022 for conducting field level outreach programs and taxpayer awareness campaigns and the communication channels such as e-mail and telephone lines need to be continually open and responsive to queries as well as policy suggestions from the assesses.
4. Also any policy related suggestions and changes received from the tax payers may be duly forwarded to this office for onward submission to the Ministry for consideration.
5. This OM come into existence with effect from 09.03.2022
6. This issued with the prior approval of Pr.CCIT, AP&TS, Hyderabad.

Sd/-

(C V PAVANA KUMAR)

Commissioner of Income Tax(HQrs)(Admn&TPS),  
HYDERABAD

To  
All the Pr.CsIT/CsIT Charges under the administrative control of Pr.CCIT, AP& TS, Hyderabad and CCIT, Hyderabad.

The Pr.CsIT (ReAC) Charges of Andhra Pradesh & Telangana Region  
The Commissioner of Income Tax(Exemptions), Hyderabad

Copy to:

The Director General of Income Tax(Inv), Hyderabad  
The Chief Commissioner of Income Tax (ReAC), Vijayawada / Visakhapatnam  
All Sections of Pr.CCIT, AP&TS, Hyderabad  
The ZAO, Hyderabad / Visakhapatnam

(P KRISHNA KUMAR)

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