



Directorate of Income-Tax (IT)
Central Board of Direct Taxes
5th Floor, Mayur Bhawan
New Delhi-110001

F.No. DE-2015/Notification/DIT(IT)/ 696 to 714

Dated : 30.04.2015

To

All Pr. Chief Commissioners of Income Tax (Cadre controlling),
All Pr. CsIT/CsIT(In-charge of Examination)

Subject : Notification-II for Departmental Examinations – 2015 for Ministerial Examination – regarding.

Madam/Sir,

I am directed to refer to CBDT decision in file of even number dated 30.04.2015 on the above subject and to communicate the following: -

MS Examination 2015

- (a) The Departmental Examinations 2015 for the Ministerial Staff shall be held in accordance with the Departmental Examination Rules for the Ministerial Staff 1998.
- (b) The schedule of Examination is as per Annex-1.
- (c) As regards eligibility, the 2015 Examination for MS shall be held on the basis of the eligibility criteria as circulated vide Directorate's Instruction F.No. EG(20)(8)Restructuring/2001/DIT/Pt. file dated 30.03.2007 [Annex-2]. Stenographers appointed provisionally in the department on relaxed standards subject to his/ her attaining the prescribed standard within the stipulated period are **Not eligible** as per the clarification dated 18-09-2013 issued by this Directorate [Annex-3].
- (d) The effective date of passing the Examination shall be governed by this Directorate's Instruction F.No.DE/Delhi/Effective Date/DIT/2011/3886 dated 22.12.2011.[Annex-4].
- (e) The Pr. CCsIT/Pr. CsIT/CsIT (In-charge of Examination) may enrol the candidates for the MS Examination as per the past practice.

2. The candidate shall fill the application form offline in the office of their respective Pr. CCsIT/Pr. CsIT/CsIT (In-charge of Examination) and may contact their concerned In-charge of Examination for any further details.

Encl. : As above.

Yours sincerely,

(Manoj Joshi)

Director of Income Tax (IT)
New Delhi

Time Table for Departmental Examination 2015 for Ministerial Staff

S. No.	DAY/DATE	SUBJECT & TIME	
		1 st Session	2 nd Session
1.	Tuesday 14.07.2015	Paper-1 Precis & Drafting (without books) 10:30 AM to 12:30 PM	PAPER – 2 Office procedure (FRs,SRs,GFRsetc) (With books) 2:30 PM to 4:30 PM
2.	Wednesday 15.07.2015	PAPER – 3 Office procedure (Income Tax) (Without books) 10:30 AM to 1:00 PM	Paper – 5 Hindi Test (Written) 2:00 PM to 3:00 PM & Reading and Conversation 3:00 PM to 3:30 PM
3.	Thursday 16.07.2015	Paper -4 Practical Test 10:30 AM to 1:30 PM	



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Telephone : 23415330
Fax : 23415332

F.No. : EG(20)(8)Restructuring/2001/DIT/pt.file

आयकर निदेशालय (आयकर और लेखा परीक्षा)
DIRECTORATE OF INCOME-TAX (INCOME-TAX & AUDIT)

वित्त मंत्रालय, राजस्व विभाग

Ministry of Finance, Department of Revenue

पांचवी मंजिल, मयूर भवन, कनॉट सर्कस, नई दिल्ली-110001

5th Floor, Mayur Bhawan, Connaught Circus, New Delhi -110001.

Dated : 30-03-2007.

Sub: Eligibility norms for Departmental Examinations 2006 –

(i) Ministerial Staff (ii) ITIs & (iii) ITOs –

Instruction Regarding –

The Departmental Examination 2006 for Ministerial Staff, Inspectors of Income Tax and Income Tax Officers was held as a last chance for employees to clear their papers under the Examination Rules 1998 after a gap of about 3 years in October, 2006. The eligibility for such exams was to be determined on the basis of Eligibility Rules 1998.

The eligible cadres as per Examination Rules 1998 underwent a change after restructuring in 2001 due to change in the designations. This created some confusion as to the eligibility of post restructuring designations for various levels of examinations i.e. Ministerial Staff, ITI's and ITO's Examinations leading to representations from employees and clarifications being sought from Commissioners in charge of exams in various Cadre controlling CCs IT charges.

On the above subject a Board meeting was held on 22-03-07 wherein the following decisions were taken by the Board for compliance:

The post restructuring cadres which would now be eligible for Departmental Examinations 2006 for (i) Ministerial Staff (ii) ITIs & (iii) ITOs shall be as follows :

Ministerial Staff Examination

1. T.A (having passed Computer Test)
2. Steno Grade I, II, III
3. LDC including Hindi Typist
4. Sr. T.A

Income Tax Inspectors Examination

Post restructuring designations which are eligible are :-

1. All ITIs (for confirmation)
2. Office Superintendents
3. T.As (those having already passed Ministerial Staff Exam.)
4. Sr. T.As (those having already passed Ministerial Staff Exam.)
5. Steno Gr. III, II, I. (those having already passed Ministerial Staff Exam.)

Income Tax Officers Examination

Post restructuring designations which are eligible are :-

1. ITI
2. Office Superintendent, If already passed ITI Exam.
3. Sr. T.A, if already passed ITI Exam.
4. T.A, If already passed ITI Exam.
5. Steno Gr. II & I, if already passed ITI Exam.

This notification shall not apply to adhoc employees even in eligible cadres. The above eligibility criteria is drawn from the Examination Rule 1998 by parity of designations and shall apply only to Departmental Examination 2006.

- sd -
(Dr. Poonam K Saxena)
Director of Income Tax (IT)

- Copy to: 1. All Chief Commissioners of Income Tax
2. All Director Generals of Income Tax

[Handwritten Signature]
30/3/07
Joint Director of Income Tax (Exams)



Telephone:- 23425330
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आयकर निदेशालय (आयकर)

5वां तल, मयूर भवन, कनॉट सर्कस, नई दिल्ली - 110001

DIRECTORATE OF INCOME TAX (INCOME TAX)

5th floor, Mayur Bhawan, Connaught Circus, New Delhi - 110001

F.No. DE/Eligibility Norms/2013/DIT/2903 to 2922

Date: 18.09.2013

To

All CCsIT/CsIT
(Incharge of Examination)

Sir/Madam,

Subject: Request for removal of anomaly by allowing to appear in the 2013 for Ministerial Staff in r/o Stenographer selected on the basis of relaxed standard in Stenographer Gr. D Exam 2011- reg.

Ref: This office letter F.No. DE/ Eligibility Norms/2013/DIT/1545 to 1563 dated 22.07.2013

Kindly refer to above.

I am directed to convey that any stenographer who has been appointed provisionally in the department on relaxed standards subject to his/her attaining the prescribed standard within the stipulated period cannot be allowed to appear in the Departmental Examination for any promotion post till the time he/she has formally attained the prescribed standard. This will be irrespective of the year of examination by which the steno was provisionally appointed.

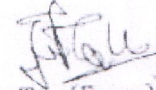
I am further directed to convey that all the candidates who have passed the requisite proficiency test in any examination conducted either by CCIT (CCA) or SSC or any prescribed agency shall be allowed to appear in the Departmental Examination.

Yours faithfully,


(Rajesh Gupta)

Asstt. Director of Income Tax (Exam)
New Delhi

Copy to: The DGIT(HRD), 2nd Floor, ICADR Building, Plot No. 6, Vasant Kunj, Institutional Area, Phase - II, New Delhi-70 for necessary action and information.


Asstt. Director of Income Tax (Exam)
New Delhi

Directorate of Income-tax (IT)
Central Board of Direct Taxes
Department of Revenue
Ministry of Finance
New Delhi - 110001.

F.No. DE/Delhi/Effective Date/DIT/2011/3084

Date: 22.12.2011

To

All Cadre Controlling Chief Commissioners of Income Tax,
All CIT (In-charge of Examn.) (By name)

Madam/Sir,

Sub:- Effective date of passing of Examinations - Instruction reg.

The CBDT Instruction F. No. A-32013/3/2000-Ad. VI dated 18.07.2000, wherein the date of passing the Examination was reckoned from the last date of the Examination, was modified by Instruction F.No. OA 542/1995/CAT Cuttack/2002/DIT/697 dated 22.05.2009.

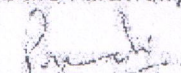
2. The modification was necessitated in the light of the decision of the Hon'ble Orissa High Court in W.P. (C) No. 224 of 2003 dated 31.10.2008 in the case of Union of India & Ors. Vs. Kishore Chandra Mohanty & Ors. In the said judgement Hon'ble Orissa High Court has also referred to the decision of the Hon'ble Supreme Court in UPSC Vs. Ajaya Kumar Das & Others [Civil Appeal No. 6295 of 2001 dated 10.09.2001]

3. As per the modified Instruction dated 22.5.2009 it was decided that, henceforth, the effective date of passing of Examination shall be the date of declaration of result by the Directorate of Income Tax (IT) in the case of ITOs/ITIs Examination and by the CCIT/CIT (Incharge of Examination) in the case of MS Examination.

4. However para 4 of the Instruction dated 22.5.2009 stated that in a case where the Examination is held in a particular calendar year and the result thereof is declared in any subsequent calendar year, the effective date of passing the Examination shall be deemed to be the 1st of January of the calendar year in which the result has been declared.

5. The matter has been reconsidered in the Board Meeting held on 24th November 2011 and it has been decided to modify Instruction F. No. OA - 542/1995/CAT Cuttack/2002/DIT/697 dated 22.05.2009 by deleting para 4 from it, prospectively i.e. with effect from Departmental Examination - 2011 onwards.

Yours Faithfully,


Dr. Preeti Jain Das
Addl. DIT(Exam.) (OSD)
New Delhi.