

Government of India
Income Tax Department
Office of the Principal Chief Commissioner of Income Tax, Kerala
C.R. Building, I.S. Press Road, Kochi – 682 018.

F.No.12/Estt/PR. CC-CHN/2014-15

Date : 19/02/2015

ALL HEADS OF OFFICES IN KERALA REGION

Sub: Annual General Transfers of Group 'B' and Group 'C' officials
within Kerala Region- Revised proforma- reg..

In connection with the Annual General Transfers, 2015, within the Kerala Region, the following particulars are hereby called for in the revised proforma, in respect of Group 'B' (Gazetted) officers, Group 'B' (Non-Gazetted) and Group 'C' officials in accordance with the transfer policy. You are requested to bring the following to the notice of all the officials in your office immediately with direction to comply with the same.


2. All the officers/ officials are requested to furnish the following details by email to agt2015.estt@gmail.com {no other information needs to be furnished unless called for separately} **on or before 6th march 2015. Even if transfer is not requested, options are to be given . Those who have already submitted the Options Online may resubmit the options with item 2 also filled in.**

SL.No.1	Name of the official, designation and present office	email id of the official	3 options in the order their preference		
			Option-1	Option-2	Option-3
SL.No.2	Whether requesting Transfer :	YES / NO (Mention the appropriate choice)			
SL.No.3	Brief details for the furnishing of above options, if any [preferably in not more than 200 words] – No supporting documents need to be furnished unless called for, separately				

3. The officers/officials may be informed that no hard copy / FAX of the above information should be sent/ forwarded to this Office as the same will not be considered. If the options are not exercised by the official by email, his/her case will be considered as if he/she does not have any preference for any particular station within the region..

4. It is further conveyed that the information received by email from the officer/ official will be used during AGT 2015 and also for any transfer during the period Financial Year 2015-16.

5. It is informed that an Income Tax Office will be started in Kalpetta, Wayanad District. The likely date will be in the month of June 2015, as informed by CIT, Kozhikode. Willing officers/officials can opt for Wayanad as well.


VENI RAJ
Deputy Commissioner of Income Tax (HQ)(Admn.)
O/o. Principal Chief Commissioner of Income Tax, Kerala.

Copy to:

1. The CCIT, Thiruvananthapuram / DGIT(Inv), Kochi / All CsIT/DsIT in Kerala Region - With the request to give their recommendations, if any, on specific cases latest by 10/03/2015, through a separate letter.
2. The General Secretary, ITEF/ITGOA/ITSEWA, Kochi.