



सत्यमेव जयते

भारत सरकार

GOVERNMENT OF INDIA

प्रधान मुख्य आयकर आयुक्त कार्यालय, पश्चिम बंगाल और सिक्किम (कार्मिक विभाग)  
O/o THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, WEST BENGAL & SIKKIM (Pers. Section)  
AAYAKAR BHAWAN, P-7, CHOWRINGHEE SQUARE, KOLKATA - 700 069

Ph. No.: (033) 2213 6609, Fax No: (033) 2213 6609

F.No. 1E/04/2014-15/MACP(Sub-2)/ 11583 - 11652

Dated, Kol., the 23<sup>rd</sup> Oct., 2017.

To  
All CCsIT/ All DGsIT/ All CsIT/ All DsIT/ All Addl. CsIT/DsIT,/JCsIT, JDsIT in WB & Sikkim Charge,/ All Headquarters in Pr.CCIT, WB & Sikkim's office/ All Heads of Office in Kolkata and Mofussil Charge / Accounts Officer FPU, ZAO, CBDT, Kol./ Secretary I.T.E.F., Bengal Circle (Gr.C & D).

Sub: Modified Assured Career Progression Scheme for the Central Govt. Civilian Employees -regarding.  
Ref: O.M. No. 35034/3/2015-Estt.(D) of GOI, Ministry of Personnel, Public Grievances and Pensions (DoP&T) dated 27<sup>th</sup>/28<sup>th</sup> September, 2016.

Sir,

Kindly refer to the above.

I am directed to request you to issue necessary instruction to all offices under your control so that the Service Books along with the duly filled in Data Sheets in enclosed proforma may be sent to this office in respect of all non-gazetted employees posted in such offices and due for financial upgradation on or before 30.09.2018 under Modified ACP Scheme as per terms and conditions of DOP&T's O.M. captioned above for necessary action at this end.

2. It may be stated that as per DOP&T's O.M. No. 35034/3/2008-Estt.(D) dated 16.11.2009, any promotion/ financial upgradation under old ACP scheme, earned by a Group-D employees in the pre-revised pay scales of 5<sup>th</sup> CPC, S-1 (Rs. 2550/- to 3200/-), S-2 (Rs. 2610/- to 3540/-), S-2A (Rs.2610/- to 4000/-) and S-3 (Rs.2650/- to 4000/-), which carried the same Grade Pay of Rs. 1800/- in the 6<sup>th</sup> CPC, shall be ignored for the purpose of MACPS. While sending the service Books these clarifications may be taken into account and Service Books of all such Group-D employees who have completed at least 10 years of regular service should be sent for processing at this end.

3. It may further be stated that as per CBDT's letter F.No. A-41015/66/2000-Ad-VII (Pt), dated 09.07.2001 read with letter F.No.41015/58/2010-Ad-VII, dated 22.07.2010, promotion earned by any employees in the pre-restructuring cadre of Tax Assistant (old) (pre-revised pay scale Rs.4500-7000) will not be counted as a promotion for the purpose of MACP scheme. This clarification may be kept in mind while sending the service books of eligible persons to this office.

4. **The Service Books along with the duly filled in proforma should reach this office on or before 30.11.2017.**

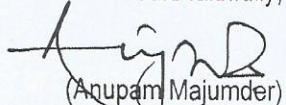
5. While sending the Service Books, it may please be ensured that up to date service verification have been made.

6. In respect of those whose MACP orders are already issued, their respective offices are requested to take back the Service Books immediately.

7. In respect of those eligible employees who are due to retire on or before 30.09.2018, duly attested legible photocopies of the Service Books may be sent instead of original Service Books so that the processing of pension papers may not be delayed in such cases.

Encl: As above.

Yours faithfully,

  
(Anupam Majumder)

सहायक आयकर आयुक्त, मुख्यालय (कार्मिक एवं स्थापना), कोलकाता  
Assistant Commissioner of Income Tax, Hqrs. (Personnel & Establishment), Kolkata

## DATA SHEET

### PROFORMA FOR MODIFIED ASSURED CAREER PROGRESSION SCHEME

1. NAME :
2. DATE OF BIRTH :
3. PRESENT POST HELD / PAY SCALE :
4. Date of initial appointment in Govt. Service with pay-scale :
5. Date of appointment in the Deptt. with Pay-scale :
6. Subsequent promotion in the grade made thereafter with date(s) & pay-scale :
7. Whether in-situ-promotion granted at any point of time? If yes, mention date(s) and pay-scale. :
8. Whether any upgradation under old ACP Scheme is granted at any point of time? If yes, mention date(s) & pay-scale :
9. Whether any upgradation under MACP Scheme is granted at any point of time? If yes, mention date(s) & grade pay :
10. Date of promotion to the present post :
11. **Whether any promotion was refused at any stage? If yes, give details.** :
12. Grade Pay / Scale to which the officer is eligible for Financial upgradation under the MACP Scheme :
13. Whether upto date service verification has been made :
14. Penalties imposed, if any, at any point of time during Service :
15. Remarks :

Signature of the Head of office