



OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF  
INCOME TAX, W.B. & SIKKIM  
AAYAKAR BHAWAN, P-7, CHOWRINGHEE SQUARE,  
KOLKATA – 700 069.  
TELE-FAX (033) 2213-6994/6028.

No. Hqrs.(Admn.)-II/23W-1 to 5/2015-16/

Dated : 16/ 03/2016

**NOTICE INVITING APPLICATIONS BY OFFICERS AND STAFF OF INCOME TAX DEPARTMENT FOR  
ALLOTMENT OF FAMILY ACCOMMODATION FROM THE INCOME TAX POOL AT KOLKATA FOR  
THE ALLOTMENT YEAR 2016-17**

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- A. Pursuant to Rule S.R. 317-P-4 of the Department of Revenue and Company Law Allotment Rules, 1964 read with Circular No. F. No. 195/1/85 Ad.VIII, dated 21.03.1985 of the Ministry of Finance and F.No.21/23/87-co-ord., dated the 7<sup>th</sup> May 1987 of the Ministry of Finance, applications for allotment of Govt. quarters for Type- I, II, III, IV & V in the Income Tax Pool for the year 2016-17 are invited from eligible and interested officers and officials of the I.T. Department, Kolkata. The duly filled up applications will be received at the office of the Pr. CCIT, WB & SIKKIM/ITO, Hqrs.(Admn) – II, Kolkata, Room No. 10,1<sup>st</sup> floor, Aayakar Bhawan, P-7,Chowringhee Square, Kolkata – 700 069 following the date of this notice.
- B. Duly filled up applications in prescribed proforma will be received up to the last working day of every month for consideration of allotment in the next following month.
- C. Waiting list prepared on the basis of applications received for consideration in the year 2015-16 will be cancelled on 31/03/2016. Therefore, all persons who had applied for the year 2015-16 will have to apply again for enrolment of their names in the waiting list for the year 2016-17.
- D. i) Seniority date for the purpose of allotment of residence shall be determined by the date from which the applicant has been continuously working under the central or state government including the period of foreign service, certificates from heads of offices or DDOs must be attached to the application form for verification.
- ii) Seniority date for the purpose of allotment of residence for Type-V quarters shall be determined by the date of reaching the qualifying limit of prescribed grade pay for this kind of residence i.e., seniority of an applicant for Type-V will be the date on which he reaches the grade pay of Rs.7,600/- p.m.
- E. Entitlement for other types of accommodation will be determined as per the following Grade pay drawn as on 01/01/2016.

*Contd..... at page-2*

Types of quarters	Grade Pay	Location
I	Rs.1,300/-,Rs.1,400/-,Rs.1,600/-, Rs.1,650/- and Rs.1,800/-	Ultadanga, E.M.Bye-pass
II	Rs.1,900/-,Rs.2,000/-,Rs.2,400/- and Rs.2,800/-	-- Do --
III	Rs.4,200/-, Rs.4,600/- and Rs.4,800/-	Singhee Park, EM Bye-Pass, Ultadanga
IV	Rs.5,400/- to Rs.6,600/-	Singhee Park, EM Bye-Pass, Ultadanga, Purna Das Rd., Salt Lake
V	Rs.7,600/- & above.	Singhee Park, Salt Lake, Purnadas Road

[ Grade Pay/Emoluments means the emoluments as defined in F.R. 9(21)(1)(i) i.e., the pay other than special pay or pay granted in respect of his personal qualifications, which has been sanctioned for a post held by him substantially or in an official capacity or to which he is entitled by reason of his position in a cadre.]

- F. Applications should be made in the prescribed form which may be collected from the office of the Income Tax Officer, Hqrs,(Admn)-II, Kolkata situated at Room No.1/10, Aayakar Bhawan, P-7,Chowringhee Square,Kolkata-700069. After submitting application, if any officer or staff proceeds on tour or on leave, he should keep this office informed as to the person who can look after his interest in the matter of allotment. Officers and staff members coming from outside may apply within one month from the date of joining at Kolkata office and in that case, last working day of each month will be cut off date for submission of application for the purpose of allotment of quarter on any type. All applications of allotment will be dealt as per Department of Revenue and Co. Law Allotment Rules, 1964 as amended from time to time.

**( PRADEEP KUMAR )**  
**I.T.O.,HQRS.(ADMN) – II, KOLKATA**  
**For Pr.CHIEF COMMISSIONER OF INCOME TAX, W.B. & SIKKIM.**

No. Hqrs.(Admn.)-II/23W-1 to 5/2015-16/1719-1768

Dated : 16/ 03/2016

- Copy to: (a) All the offices under Income Tax Department, Kolkata.  
(b) All Recognized Associations of Income Tax Department, Kolkata.

**( PRADEEP KUMAR )**  
**I.T.O.,HQRS.(ADMN) – II, KOLKATA**  
**For Pr.CHIEF COMMISSIONER OF INCOME TAX, W.B. & SIKKIM.**