

Office of the
Chief Commissioner of Incometax-1,
10th Floor, I.T. Towers, AC Guards, Masab Tank,
Hyderabad – 500004.
Tel.No.040-23425236 Fax No.040- 23425199

F.No.CCAP/ITO(F)/B.FUND//2012-13

Dated : 14-06-2012

OFFICE MEMORANDUM

Sub : Contributions to **Income-tax Employees Benevolent Fund** - Deduction of half yearly contributions from salary payments to the members of all Associations in AP – Regarding.

Ref : 1. Comprehensive Rules of the Fund dated 4-6-2012.

1. IRS Officers Association authorization letter dt.4-6-12
2. ITGOA authorisation letter dt.4-6-12
3. ITEF authorisation letter dt.4-6-12
4. Upgraded Group 'C' Association Letter dt.4-6-12

Please refer to the above (respective copies enclosed)


2. The present practice of contributing to the Benevolent Fund is deduction of contributions from the monthly salaries of the employees working in A.P by the respective DDOs and remitting the same by way of D.D.s or Direct credit to Benevolent Fund S.B. A/c No. 10149783769 in S.B.I., Parisram Bhavan Branch, Hyderabad. Keeping in view the difficulty in sending the D.D.s by the D.D.Os everymonth, the Benevolent Committee in its meeting held on 4-6-12 decided to make half yearly contributions to the Fund in place of monthly contributions being two instalments in a year i.e in July and in January. It has been decided unanimously by all the members of the Committee to increase the Contributions. Accordingly, all the above four Associations gave their consent (vide ref.no. 1 to 4) for contributing to the fund from the salaries of its members as follows.

Sl.No.	Members of Association	Amount of Contribution (Half Yearly) Rs.
1	Group 'A'	Rs.500/-
2	Group 'B'	Rs.400/-
3	Group 'C'	Rs.300/-
4	Upgraded Group 'C'	Rs.200/-

Accordingly, the undersigned has been directed by the CCIT(CCA), to request all the DDOs in Andhra Pradesh to deduct half yearly contributions from the salaries of the members of the above Associations towards the 'Incometax Employees Benevolent Fund' starting from the month of July, 2012 (i.e from the salaries payable on 31-7-2012). It is also decided by the Committee to send contributions only by Direct Credit into the above Fund a/c in S.B.I. and not by sending D.D.s. to this Office. An half yearly 'Statement of Contributions' giving the following details should invariably be sent to this office by 10th of August and February every year.

Sl.No.	Name of the Employee	Designation	Amount of Contribution Rs.	Total Contribution Rs.	Date of Deposit into Bank a/c	Transaction No. of such credit into bank a/c
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3. It is observed by the Committee that some of the DDOs have not been deducting the monthly contributions from the salaries of employees. In this regard, all the DDOs are requested to make necessary deduction towards the above fund from July, 2012 onwards without fail and contribute to the welfare of our own employees. Further, I am directed to send copies of the governing rules to all the D.D.Os for further circulation to all the Officers and Officials in their purview to update them on the fund.


(N.Seetaramanjaneyulu)
Incometax officer (H.Qrs)(Fin.)
O/o CCIT-I, Hyderabad.

Encl : as above.

- 1) To All the Heads of Offices/DDOs in AP Region.
- 2) IRS Officers Association.
- 3) ITGOA authorization.
- 4) ITEF authorization..
- 5) Upgraded Group 'C' Association.

INCOME TAX EMPLOYEES BENEVOLENT FUND, A.P.REGION, HYDERABAD

C/o O/o Chief Commissioner of Income Tax (CCA, Income Tax Towers, 10th Floor, Hyderabad

A Benevolent Fund for the benefit of all the employees of the Income Tax Department working in Andhra Pradesh Region was first created on 01.09.2003 with the approval of the Chief Commissioner of Income Tax (CCA), Hyderabad. However, the fund is being managed systematically w.e.f. 01.01.2010. Comprehensive Rules governing the fund have been finalized on 04.06.2012 and the same have come into force from that day i.e. 04.06.2012.

2.0 All the employees of the Income Tax Department working in the Andhra Pradesh Region are contributors to this fund. On the death of any employee while serving in Andhra Pradesh Region, the Income Tax Department Employees Benevolent Fund Committee will award a sum of money as cash grant to the spouse of the employee. If the spouse of the employee is not surviving, the grant will be given to any other family member as authorized by all other family members. The decision of the Income Tax Employees Benevolent Fund Committee in regard to amount of grant and selection of the beneficiary is final.

3.0 The following Income Tax Employees Benevolent Fund Committee has been constituted by all the associations of the Income Tax Department to administer the Benevolent Fund :-

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|-------|------------------|---|--|
| (i) | Chairman | - | President, IRS Association |
| (ii) | Member | - | Ex-officio, DCIT(HQ)(Admn) |
| (iii) | Member-Secretary | - | Ex-officio, ITO(HQ)(Finance) |
| (iv) | Member | - | President, ITGOA |
| (v) | Member | - | President, ITEF |
| (vi) | Member | - | President, Upgraded Gr-'C' Association |

4.0 The DDOs working under the control of the CCIT(CCA), Hyderabad have been given a mandate by the above mentioned associations to deduct contributions from all the employees at the following rates with effect from 1st July 2012 and credit the contributions so deducted to the Benevolent Fund SB A/c No.10149783769 held in State Bank of India, Parisramabhavan Branch, Basheerbagh, Hyderabad. The account will be operated jointly by the Chairman and Member-Secretary.

S.No.	Cadre	Amount of Contribution
1	Group 'A'	Rs. 500 half yearly
2	Group 'B'	Rs. 400 - do -
3	Group 'C'	Rs. 300 - do -
4	Upgraded Group 'C'	Rs. 200 - do -

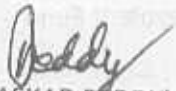
5.0 The Fund will provide a one time financial grant to the spouse/authorized family member of the deceased employee as under :-

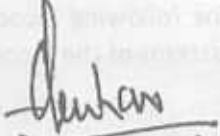
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CIT III


S.No.	Cadre	Amount of Grant (Rs.)
1	All Gaz. Officers	1,00,000
2	All Non-Gaz. Officials	1,50,000
3	In cases where the employee has not completed qualifying service for pensionary benefits	50,000 extra

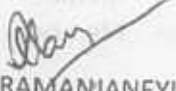
6.0 Whenever any employee of the Income Tax Department serving in Andhra Pradesh Region passes away, the DDO concerned / Head of the Office/ family members of the deceased employee/ employee association shall report the particulars of the death of the employee to the Member-Secretary/ITO(Hqrs)(Fin.), in writing, at the earliest. As soon as the information is received and on verification, the grant from the Fund will be issued in the form of a cheque in favour of the spouse/authorized family member.

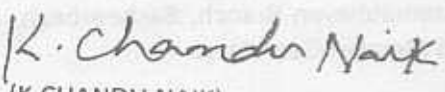
7.0 In case adequate funds are not available for disbursement of the grants to all the eligible beneficiaries at any given time, the grant will be issued to the extent of funds available to the beneficiaries on the basis of date of death, the earlier being the first.

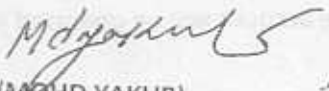

(A. BHASKAR REDDY)
PRESIDENT, IRS ASSOCIATION


(A. SITA RAMA RAO)
PRESIDENT, ITGOA


(R. MOHAN KUMAR)
DCIT (HQ)(Admn.), O/o CCIT-I, Hyd


(N. SEETARAMANJANEYULU)
Member-Secretary &
ITO(HQ)(Finance)


(K. CHANDU NAIK)
PRESIDENT, ITEF


(MOHD. YAKUB)
PRESIDENT, UPGRADED GR-'C' ASSN