



दूरभाष / Tel No. : 011-23519077
फैक्स / Fax No. : 011-23528887
ई-मेल / E-mail : dgit.systems@incometax.gov.in

आयकर महानिदेशक (पद्धति)
DIRECTOR GENERAL OF INCOME TAX (SYSTEMS)
ए० आर० ए० सेन्टर, भू-तल, ई-2, झण्डेवालान एक्सटेंशन
A.R.A. Centre, Ground Floor, E-2, Jhandewalan Extension
नई दिल्ली / New Delhi -110 055

निशि सिंह भा० रा० से०
NISHI SINGH, IRS

F. No. DGIT(S)/DIT(S)-4/ PAN Migration/ 2014-15/

Dated: 10.04.2015

Dear

Subject: Completion of PAN Migration activity as per the new jurisdiction orders post restructuring –reg.

After the new jurisdiction orders have been passed by you/ your officers' subsequent to restructuring, the PAN requires to be migrated to the new Ward/ circle as per the new jurisdiction. It appears that this activity has not been completed by some of the field officers. This is causing inconvenience to a large number of taxpayers. The Chairperson CBDT has desired that this activity of migrating PANs must be completed by 25th April, 2015 so that the taxpayers are aware of their jurisdiction and grievances do not arise. This is also a priority area as the tax payer need latest jurisdiction for filing of Return of Income.

Furthermore, I request you to provide the new jurisdiction of all ranges, circles and wards of your Region, on the National Website (www.incometaxindia.gov.in) pages pertaining to your Region, to enable the taxpayers to have easy access to this information. A new button on "Jurisdiction" shall be created on your Regional page on the National Website by 30th April. You are requested to have the jurisdiction document uploaded on the website by 05th May 2015. As you may know, the training to all Regions' nominated officers to upload and update the regional pages of the website has been imparted by the Directorate of Systems in December, 2014. The user name and password for uploading documents on your Regional pages has already been provided to your officers by the DIT(S)-4 team in January 2015. However, for facilitating this activity, DIT(S)-4 shall be circulating a common format and a step-by-step guide for your convenience. For any assistance with reference to uploading the jurisdiction document Sh. Rajendra Singh, JDIT (Mob.-9013852497) & Sh. Sanjaya Kumar Chaurasia, DDIT(Mob.-9013852864) may be contacted.

This may be given top priority.

Yours

(Nishi Singh)

All Pr. CCIT (CCA)