



कार्यालय प्रधान आयकर आयुक्त (ऑडिट), आयकर भवन, तीसरी मंजील, सैक्टर-17 ई, चण्डीगढ़
O/o the Pr. Commissioner of Income Tax (Audit), Aayakar Bhawan, 3rd Floor, Sector-17E, Chandigarh
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F. No: PCIT/Audit/CHD/Comp.Grounds /2024-25/ 25

Dated: 15.04.2024

Minutes of the meeting of the Screening Committee for Appointment on Compassionate Grounds

The final meeting of Screening Committee for Appointment on Compassionate Grounds was held on 15.04.2024 in the chamber of Pr. Commissioner of Income Tax (Audit) -cum- Chairman, Aayakar Bhawan, Chandigarh. The following members attended the meeting:

Sr.No.	Name of the Officer	Designation
1	Sh. Rajeev Ranka, Pr.CIT (Audit), Chandigarh	Chairman
2	Dr. Tarundeep Kaur, Addl. CIT, Range-1, Chandigarh	Member
3	Sh. Rajesh Mahajan, Addl. CIT, International Taxation, Chandigarh	Member
4	Sh. Yogendra Mittal, DCIT, DTRTI, Chandigarh	Secretary

2. The committee had received total 25 applications, which were scrutinized at length. Out of these 25 applications 14 applications (under different head) were not considered and the same were discussed as under:-

2.1 Four Applications which were kept under abeyance by the previous committee as per reasons mentioned in minutes dated 21.10.2022. In these 4 cases, the present committee had sent letters seeking fresh applications for compassionate appointment.

Despite following the procedure, none of the following candidates responded with the requisite documents:-

S.No	Name	Remarks
1.	Sh. Varun Sharma S/o Late Mohan Lal, ITI	No Reply received
2.	Sh. Mehareep S/o Late Desh Raj, Notice Server	No Reply received
3.	Sh. Tushar Raj Virk S/o Late Manorama Raj, AO	No Reply received
4.	Sh. Ritik Raj S/o Late Manorama Raj, AO	No Reply received

The committee has decided that these cases may be considered in the subsequent recruitment year subject to submission of the requisite documents.

2.2 Six Applications were considered by the committee wherein the following candidates are only 10th passed:

S.No	Name	Remarks
1.	Sh. Ajay Singh S/o Late Wakil Singh	Only 10th Pass
2.	Sh. Suraj S/o Late Budhai Ram, Notice Server	Only 10th Pass
3.	Sh. Dharmender S/o Late Ram Phal, Mali	Only 10th Pass
4.	Sh. Ramesh Kumar S/o Late Ram Kishan, Notice Server	Only 10th Pass
5.	Sh. Sanjeev S/o Late Balwinder Kaur, MTS	Only 10th Pass
6.	Sh. Bupinder Pal Singh S/o Late Ravinder Singh, LDC	Only 10th Pass

However, as per the vacancies reported for R.Y. 2023 by DCIT(HQ.)(Admin.) O/o Pr.CCIT(NWR), Chandigarh, there are no vacancies for the post of Multi Tasking Staff and hence the cases mentioned above will be carried forward the subsequent recruitment year.

2.3 One applicant is under-matric and cannot be considered for any post as per the prevalent guidelines:

S.No	Name	Remarks
1.	Smt. Rajwinder Kaur W/o Late Harjinder Singh, Peon	Under Matric

The committee has concurred that if the applicant is able to pass the matric exam in the future, her case may be considered in the forthcoming recruitment years by the committee. Therefore, this application is being carried forward to the subsequent recruitment years, to be decided upon once the applicant has satisfactorily fulfilled the required educational qualifications.

3. The following three applications could not be considered by the committee as the candidates did not reply to the correspondence made by the committee. Due to lack of submission of requisite documents, the committee has decided that these cases are to be carried forward to the subsequent recruitment year.

S.No	Name	Remarks
1.	Sh. Vijay S/o Late Mani Ram, Notice Server	No Reply received
2.	Sh. Harjoot Singh S/o Late Ajmer Singh, Notice Server	No Reply received
3.	Sh. Vinod S/o Late Bhana Singh, UDC	No Reply received

4. Consequently, out of the 25 cases, the following 11 applicants were shortlisted and their applications were scrutinized at length by the Committee. Each applicant has been awarded marks as per the criteria laid down by the CBDT in its O.M. F.No. 14014/1/2022-Estt. (D) dated 02.08.2022 & O.M. F.No. A-12012/03/2021-Ad.VII dated 15.04.2021 and the pro forma attached therein.

Keeping in view the educational qualifications, the marks awarded to each applicant and the recommendations of the Committee are as follows:

S. No	Pr. CCI T File No./ UAR N	Name of applicant/ Name of the deceased Govt. Servant & post held	D.O.B Of applicant	D.O.D of the employee	QUAL IFICA TION S	TOTAL OUT OF 100	Recommend ed/ Not-Recommend ed	Post	Remarks
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1	163	Smt. Preeti Verma W/o Late Sachin Kumar Verma, PS	17-08-1993	19.04.2023	Graduation	71	Recommended	TA	Subject to passing of skill test
2	161	Sh. Akhilesh S/o Late Balwan Singh, TA	06-04-2000	10-10-2022	Graduation	51	Recommended	TA	Subject to passing of skill test
3	165	Sh. Amit Kumar S/o Late Chandan Ram, NS	09-10-1998	04-10-2023	Graduation	49	Recommended	TA	Subject to passing of skill test
4	158	Smt. Suman W/o Late Gopal Jee Jha, ITI	22-12-1985	01-07-2022	Graduation	44	Recommended	TA	Subject to passing of skill test
5	66	Sh. Ravi Kumar S/o Late Karnail Singh, Chowkidar	05-12-1996	02.06.2013	12 th	53	Recommended	SG-II	Subject to passing of skill test
6	129	Sh. Vishal Singh S/o Late Kashmir Singh, Driver	11-10-1996	27-09-2020	12 th	38	Recommended	SG-II	Subject to passing of skill test
7	137	Sh. Amit Kumar S/o Late Pawan Kumar, NS	25-11-1995	26-02-2021	12 th	30	Not Recommended	-NA-	Non availability of vacancy
8	120	Sh. Sanjay Kumar S/o Late Des Raj, NS	14-08-1989	22-11-2017	Graduation	20	Not Recommended	-NA-	Non availability of vacancy
9	155	Sh. Surjeet Singh S/o Late Kishan Chand, NS	13.07.1991	03.04.2022	12 th	19	Not Recommended	-NA-	Non availability of vacancy
10	143	Sh. Rajdeep Deb S/o Late Gautam Deb, JCIT	24-07-2002	17-10-2018	12 th	15	Not Recommended	-NA-	Non availability of vacancy
11	162	Smt. Khushi Palyal D/o Late Davidner Singh, ITO	01.09.2004	26.05.2022	12 th	08	Not Recommended	-NA-	Non availability of vacancy

The detailed marking as per the 100-Point-Formula for each candidate is enclosed herewith at Annexure 'A'.

5. As per the minutes dated 12.10.2023, the last date for receiving applications for R.Y. 2023 was fixed on 30.10.2023. The following cases were received after the cut-off date:

S.No	Name	Application received on
1.	Sh. Suraj Kumar S/o Late Mohan Lal, Chokidaar	08.01.2024
2.	Sh. Sagar Singh S/o Late Lakhmi Chand, AO	26.02.2024
3.	Sh Anurag Bajaj S/o Late Naresh Bajaj, Sr.TA	26.03.2024
4.	Smt. Anjali Kumari W/o Late Pankaj Kumar, Sr.TA	13.03.2024

The Committee has concurred that these cases are to be carried forward the subsequent recruitment year.

6. The O/o Pr. CCIT, NWR, Chandigarh, vide its letter no. 404 dated 21.06.2023 had communicated a total of 6 vacancies (TA – 04, SG-II -02) for recruitment year 2023. The same is as under:

Cadre	Vacancies reserved	Backlog vacancies	Total vacancies
Tax Assistant	02	02	04
Stenographer-II	02	NIL	02
MTS	NIL	NIL	NIL
Grant Total	04	02	06

- 6.1 Therefore, vacancy wise analysis of the above recommendations is as under:

Cadre	Total Vacancies for R.Y. 2023	Applicants recommended against vacancies for R.Y. 2023	Vacancies to be carried forward to the subsequent RYs.
Tax Assistant	04	04	00

Stenographer-II	02	02	00
MTS	00	00	00
Grand Total	06	06	00

the applicant
required to clear

duy

7. Sub-clause (b*) of clause 7 of scheme for compassionate appointment vide DOPT O.M. dated 16.01.2013 provides that a person selected for appointment on compassionate grounds should be adjusted in the recruitment roster against the appropriate category viz. SC/ST/OBC/General depending upon the category to which he/ she belongs. The vacancies provided by the O/o Pr. CCIT, NWR are cadre wise and no mention of reservation categories are there. Thus, the recommendations have been made based on total vacancies and without considering reservation roster. However, before appointment on compassionate ground the applicant should be adjusted in the recruitment roster against the appropriate category viz SC/ST/OBC/General depending upon the category to which he/ she belongs.

8. The details of movable and immovable properties and its latest market value have been provided by the applicants on affidavit and the same is placed on record.

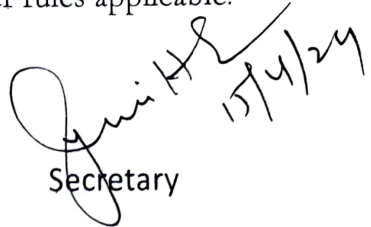
9. As per the prevalent recruitment rules of CBDT vide F.No. HRD/CM/121/08/2014-15/Dy. No. 1605/2015-Ad.VII dated 18.12.2015 for Tax Assistant and F.No. A-12018/1/2010-Ad. VII dated 13.09.2010 for Stenographer-II :

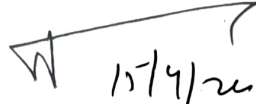
- a) For the post of Tax Assistants Data Entry Speed Test (DEST) at 8,000 (eight thousand) Key Depression per hour on Computer is essential
- b) For the post of Stenographer-II, dictation for 10 minutes at 80 words per minute on Transcription for 50 Minutes in English & 65 Minutes in Hindi (on computer) is essential.

The applicants recommended for the post of Tax Assistant & Stenographer-II may be required to clear the requisite skill tests in due course of time as per rules applicable.

Deep
Member 15/4/24


Member 15.04.2024


Secretary 15/4/24


(Rajeev Ranka)

Pr. Commissioner of Income Tax (Audit)
-Cum- Chairman Screening Committee
for Appointment on Compassionate Grounds
Chandigarh.

The detailed marking as per the 100-Point-Formula for each candidate is as follows:-

1.	Smt. Preeti Verma W/o Late Sachin Kumar Verma, PS										71	Graduate
Marks												
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total
Total Points	15	10	10	10	10	10	10	10	05	05	05	100
Points Obtained	05	09	06	10	07	10	10	05	05	04	00	71

2.	Sh. Akhilesh S/o Late Balwan Singh, TA										51	Graduate
Marks												
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total
Total Points	15	10	10	10	10	10	10	10	05	05	05	100
Points Obtained	09	05	10	10	04	05	00	05	03	N/A	00	51

3.	Sh. Amit Kumar S/o Late Chandan Ram, NS										49	Graduate
Marks												
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total
Total Points	15	10	10	10	10	10	10	10	05	05	05	100
Points Obtained	11	05	10	00	05	05	00	10	03	N/A	00	49

4.	Smt. Suman W/o Late Gopal Jee Jha, ITI										44	Graduate
Marks												
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total
Total Points	15	10	10	10	10	10	10	10	05	05	05	100
Points Obtained	01	00	04	10	06	10	10	00	00	03	00	44

5.	Sh. Ravi Kumar S/o Late Karnail Singh, Chowkidar							53	12 th				
Marks													
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total	
Total Points	15	10	10	10	10	10	10	10	05	05	05	100	
Points Obtained	15	05	10	10	03	05	0	05	0	N/A	NA	53	

6.	Sh. Vishal Singh S/o Late Kashmir Singh, Driver							38	12 th				
Marks													
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total	
Total Points	15	10	10	10	10	10	10	10	05	05	05	100	
Points Obtained	07	04	08	08	03	05	00	00	03	N/A	00	38	

7.	Sh. Amit Kumar S/o Late Pawan Kumar, NS							30	12 th				
Marks													
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total	
Total Points	15	10	10	10	10	10	10	10	05	05	05	100	
Points Obtained	03	06	08	02	03	05	00	00	03	N/A	00	30	

8.	Sh. Sanjay Kumar S/o Late Des Raj, NS							20	Graduate				
Marks													
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total	
Total Points	15	10	10	10	10	10	10	10	05	05	05	100	
Points Obtained	05	06	02	00	02	05	00	00	00	N/A	00	20	

9.	Sh. Surjeet Singh S/o Late Kishan Chand, NS							19	12 th				
Marks													
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total	
Total Points	15	10	10	10	10	10	10	10	05	05	05	100	
Points Obtained	05	00	08	00	01	05	00	00	00	N/A	00	19	

10.	Sh. Rajdeep Deb S/o Late Gautam Deb, JCIT										15	12 th
Marks												
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total
Total Points	15	10	10	10	10	10	10	10	05	05	05	100
Points Obtained	00	00	00	04	03	00	00	05	03	N/A	00	15

11.	Ms. Khushi Palyal D/o Late Davidner Singh, ITO										08	12 th
Marks												
Point No.	1	2	3	4	5	6	7	8	9	10	11	Total
Total Points	15	10	10	10	10	10	10	10	05	05	05	100
Points Obtained	00	00	00	00	03	00	00	05	00	N/A	00	08

Deep
Member 15/4/24

Rajdeep Deb
Member 15.04.24

Khushi Palyal
Secretary

Rajeev Ranka
(Rajeev Ranka)

Pr. Commissioner of Income Tax (Audit)
-Cum- Chairman Screening Committee
for Appointment on Compassionate Grounds
Chandigarh.