



प्रधान मुख्य आयकर आयुक्त का कार्यालय, कर्नाटक एवं गोवा क्षेत्र, बेंगलूरु.
**OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX,
KARNATAKA & GOA REGION, BENGALURU.**

केंद्रीय राजस्व भवन, नं : 1, क्वींस रोड, बेंगलूरु - 560 001.

Central Revenue Building, No.1, Queen's Road, Bengaluru - 560 001.

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F.No.201(19)/AGT/2024-25/Pr.CCIT

Dated: 03/02/2025

CIRCULAR

Sub : Annual General Transfers WITHIN KARNATAKA & GOA
REGION, 2025 – Group 'B' Gazetted Officers and Group
'B' Non-Gazetted & Group 'C' Officials – reg.

The transfers and postings in AGT, 2025 will be made in accordance with the Transfer Policy – 2021. A copy of the existing transfer policy 2021 for Group 'B' (Gazetted) and for Group 'B' Non-Gazetted & Group 'C' Officials has been uploaded in the departmental website (www.incometaxkarnatakagoa.gov.in)

2. The officers/officials, who are due for transfer as per transfer policy/guidelines and also those who are not due but wants transfer should submit their online transfer proforma in the departmental website (www.incometaxkarnatakagoa.gov.in → Log In → Main Menu → Transfer Representation → AGT 2025 – Gazetted/ Non-Gazetted). **The window for submission of online transfer proforma will be available only upto 11.59 P.M on 26/02/2025.** Once the online transfer proforma is submitted by the individual officer/official, a duly signed print out of the online transfer proforma along with enclosures (if any) shall be **mandatorily** submitted to this office **directly**, not later than **05/03/2025**.

3. In case, the transfer proforma is not received from the Officers/Officials who are liable for transfer as per policy, by the due date mentioned above, it would be presumed that they have no place of choice for transfer and accordingly, their cases will be considered for transfer to any place as per the administrative convenience.

4. The Officers/Officials should note that:

a) Officers/Officials who seek transfer to a particular station/retention for specific reasons, should upload adequate proof/documents along with the online transfer proforma, if any. **The documents intended to be uploaded should be only in .pdf format in a single file and the file name should be the respective Employee Number.** All requests will be considered on merit depending upon the administrative feasibility and in this regard, the officers/officials are advised not to meet the officers in Headquarters to make oral requests in connection with their transfers.

b) If an official is seeking transfer out of certain identified station (viz. Kalaburagi, Raichur, Yadgir, Panaji, Margao), the number of working days in respect of the official working in hardship station, as certified by the DDO shall be mandatorily uploaded along with the online transfer proforma.

c) No political or other influence should be brought or attempted to be brought to bear upon any superior authority with regard to his/her transfer as per Rule 20 of CCS (Conduct) Rules, 1964. Any violation in this regard will be taken serious note of.

d) Officers/Officials who are not due may be transferred to any place or to any post in the cadre controlling region on administrative grounds / requirements.



(ANAND)

Deputy Commissioner of Income Tax(HQ)(Admn.)
for Pr. Chief Commissioner of Income-tax
Karnataka & Goa Region, Bengaluru.

To

All Group 'B' Gazetted Officers and Group 'B' Non-Gazetted & Group 'C' Officials
in the region.

Copy to :

- All CCsIT /DGsIT in the region
- All PCsIT/PDsIT/CsIT/DsIT/Addl.CsIT/Addl.DsIT/JCsIT/JDsIT in the Region
- All the Heads of Offices in the Region.
- The General Secretary, ITEF/ITGOA.
- PF/File