



प्रधान मुख्य आयकर आयुक्त कार्यालय, पश्चिम बंगाल और सिक्किम
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX,
WEST BENGAL & SIKKIM

Aayakar Bhawan, P-7, Chowringhee Square, Kolkata-700069

Phone: (033) 2213 6150,

Email Id: kolkata.dcit.hq.admin.vig@incometax.gov.in

F.No. PCCIT/WBS/Admn/DC/Est(GZ)/73/T&P(DCIT/ACIT)/2026-27/ 2217

Date: 20.05.2026

To,

All the CCsIT/DGIT in WB & Sikkim Region

All the PCsIT in WB & Sikkim Region

All the CsIT/DIT in WB & Sikkim Region

The ADG, NADT, RC, Kolkata

All DsCIT/ACsIT under order of posting to West Bengal & Sikkim charge from other charge(s)

Madam/Sir,

Sub: Circulation of Transfer & posting options Proforma for DCsIT/ACsIT for AGT-2026-matter reg.

I am directed to enclose a copy of Transfer & Posting Options Proforma for DCsIT/ACsIT for ensuing AGT-2026 for circulation amongst the DCsIT/ACsIT posted in your charge. Further, a copy of the Transfer & Posting Options Proforma is also being uploaded on the departmental website- <https://www.incometaxkolkata.gov.in/> for information of all officers in the grade of DCsIT/ACsIT in this charge and also the DCsIT/ACsIT who are under order of posting to this charge from other charge(s). All concerned officers in the grade of DCIT/ACIT may kindly note that the last date for submission of the duly filled up option form along with representation (if any) on the email id- kolkata.dcit.hq.admin.vig@incometax.gov.in is **26.05.2026**.

Yours sincerely,

Encl: As stated above

(आशुतोष कुमार साहू / ASHUTOSH KUMAR SAHU)

उप आयकर आयुक्त, मुख्या. (प्रशा. व. सर्तकता), कोलकाता

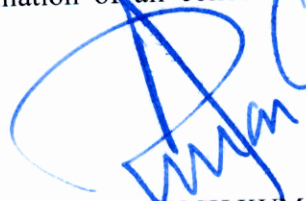
DCIT, Hqrs. (Admin. & Vigilance), Kolkata

कृते प्र.मु.आ.आ., प.ब. एवं सिक्किम/ For Principal CCIT, WB & Sikkim

M. No. PCCIT/WBS/Admn/DC/Est(GZ)/ 73/T&P(DCIT/ACIT)/2026-27/ 2218 Date: 20.05.2026

Copy forwarded for kind information and necessary action to:-

1. The Secretary, IRS Officers Association, West Bengal.
2. The Secretary, ITGOA, West Bengal unit.
3. Gazetted Confidential section for uploading on the departmental website- <https://www.incometaxkolkata.gov.in/> for information of all concerned officers in the grade of DCsIT/ACsIT.


20/05/2026

(आशुतोष कुमार साहू / ASHUTOSH KUMAR SAHU)

उप आयकर आयुक्त, मुख्या. (प्रशा. व. सर्तकता), कोलकाता

DCIT, Hqrs. (Admin. & Vigilance), Kolkata

कृते प्र.मु.आ.आ.प.ब.एवं सिक्किम/ For Principal CCIT, WB & Sikkim

TRANSFER & POSTING OPTIONS PROFORMA FOR DCsIT/ACsIT FOR AGT-2026

1	Name	
2	Present Posting	
3	Date of Birth	
4	Posted in the Present charge since	
5	Present Address	
6	Are you requesting for Transfer? (Yes/No)	
7	Reason for transfer (<i>separate sheet may be used, if required</i>)	
8	Are you willing to be posted in the headquarters?	(Yes / No)
9	Are you willing to be posted in the NADT, RC, Kolkata?	(Yes / No)
10	Choice of Station(s) for posting on transfer	
	1.Kolkata <input type="checkbox"/>	2.Hooghly <input type="checkbox"/>
	3.Haldia <input type="checkbox"/>	4.Burdwan <input type="checkbox"/>
	5. Durgapur <input type="checkbox"/>	6. Asansol <input type="checkbox"/>
	7.Jalpaiguri <input type="checkbox"/>	8. Siliguri <input type="checkbox"/>
	The officer is required to mandatorily submit three options from the stations given above in their order of preference and at least two options must be from the stations given below, if any officer does not choose any option given below, it shall be considered that the officer is willing to be posted at any of the below mentioned stations	
	9. Suri <input type="checkbox"/>	10. Gangtok <input type="checkbox"/>
	11. Murshidabad <input type="checkbox"/>	12. Port Blair <input type="checkbox"/>
	13. Midnapore <input type="checkbox"/>	

Signature:

Date:

Place:

Note: i) **The last date for submitting the transfer & posting options in the above Proforma on the e-mail id- kolkata.dcit.hq.admin.vig@incometax.gov.in is 26.05.2026.**

ii) Any representation made thereafter will not be entertained.

iii) Choice of stations should be made strictly as per Proforma.