



सत्यमेव जयते

भारत सरकार
GOVERNMENT OF INDIA

कार्यालय, प्रधान मुख्य आयकर आयुक्त, मुंबई
OFFICE OF THE

PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, MUMBAI

3rd Floor, Aayakar Bhavan, Maharshi Karve Road, Mumbai – 400020

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No. Pr.CCIT/Mum/Pers./Dept.Exam-2024/MS-Admit Card/Books/2024-25/258 Date: 13.08.2024

: CIRCULAR :

All candidates appearing the Departmental Examination for Ministerial Staff – 2024 are hereby informed that:

1. The **Admit Cards** for **Ministerial Staff Exam - 2024** will be issued on **21.08.2024**, **22.08.2024** and **23.08.2024** between **11.00 A.M. and 05.00 P.M.** in **ASK Counters Nos. 17, 18 & 19 on the Ground floor** of Aayakar Bhavan, Maharshi Karve Road, Mumbai.
2. The set of seven books for the candidates appearing for the **Ministerial Staff Exam – 2024 Paper-2 Office Procedure (FRs, SRs, GFRs, etc)(with books)** will also be issued on **21.08.2024, 22.08.2024 and 23.08.2024** in **ASK Counters Nos. 17, 18 & 19 on the Ground floor** of Aayakar Bhavan, Maharshi Karve Road, Mumbai.
3. The books for Paper-2 will be issued to candidates in English language or Hindi language as per the language selected by them in their Application form.
4. All the candidates appearing in **Paper-2 Office Procedure (FRs, SRs, GFRs, etc)(with books)** should collect the books on the above mentioned dates and carry the same with them to the examination hall. **No books will be provided in the exam halls under any circumstances.**
5. The candidates appearing in **Paper-2 Office Procedure (with books)** will be required to sign an Undertaking to return the books in good condition, after completion of the examination.

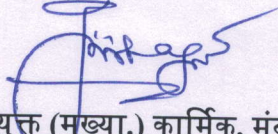
6. If the books are lost, damaged or defaced in any manner, the cost of the books will be recovered from the salary of the candidate to whom the book is issued.

7. The books should to be returned on Friday 30.08.2024 or Monday 02.09.2024 between 11.00 A.M. and 05.00 P.M. only in ASK Counters Nos. 17, 18 & 19 on the Ground Floor of Aayakar Bhavan, Maharshi Karve Road, Mumbai.

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(गिरिधरन श्रीनिवासन)
(GIRIDHARAN SRINIVASAN)
आयकर उपायुक्त (मुख्या.) कार्मिक, मुंबई
Deputy Commissioner of Income Tax (HQ)
Personnel, Mumbai

Copy to:

- i. All CCITs/DGITs, Pr.CIT/Pr.DITs, CITs/ADGs, Mumbai.
- ii. Notice Board.
- iii. ITO (HQ) (Systems & CPIO), Mumbai. –
with a request to publish on the Departmental Website


आयकर उपायुक्त (मुख्या.) कार्मिक, मुंबई
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