

कार्यालय
प्रधान मुख्य आयकर आयुक्त
तीसरी मंजिल, आयकर भवन,
महर्षि कर्वे मार्ग, मुंबई - 400 020



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Pr. Chief Commissioner of Income tax
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Pr. CCIT/Mum/Hq/Pers/Promotion / Steno Gr-I/2025-26/1

Dated:-06.11.2025

C I R C U L A R

Sub:- Circulation of list of officials eligible for promotion to the post of Stenographer Grade-I the Vacancy Year 2026 - reg.

A list of officials in the cadre of Stenographer Grade-II eligible for promotion to the post of Stenographer Grade-I [Level 6 of Pay Matrix (Rs. 35,400 - Rs. 1,12,400) of 7th CPC] for the Vacancy Year 2026 (Vacancy period from 01.01.2026 to 31.12.2026) is annexed hereto.

2.1. The list has been prepared keeping in view the eligibility criteria for promotion to the post of Stenographer Grade-I, as prescribed in the Income Tax Department Recruitment Rules (RR) under G.S.R.135 dated 26.09.2024 and published in the Official Gazette on 14.10.2024. The relevant portion of the new RR which stipulates the eligibility criteria for promotion to the post of Stenographer Grade-I is reproduced as under:-

"...Promotion:

Stenographers Grade-II in Level-4 in the pay matrix (Rs.25500-81100) with ten years' regular service in the grade.

Note 1: The eligibility service for promotion to the post of Stenographer Grade-I shall continue to be five years for persons holding the feeder posts i.e. Stenographer Gr. II, Level-4 on regular basis on the date of notification of these rules.

Note 2: Promotion to the grade of Stenographer Grade-I shall be made region wise.

Note 3: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service, or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service..."

2.2. In view of the above, the eligibility list has been prepared among officials holding the post of Stenographer Grade-II (Level 4 of 7th CPC) as on 14.10.2024 and who have completed 5 years of regular service in the grade of Stenographer Grade-II as on 01.01.2026.

3. In view of DoP&T OM. No. 22011/4/2013-Estt (D) dated 08.05.2017, the crucial date for determining the eligibility for promotion for the vacancy period 2026 is 01.01.2026.

4. In view of DOPT & A.R. No. 36011/16/80- Estt.(SCT) dated 27.02.1981, the promotion of the officials belonging to SC/ST category against vacancy reserved for SC/ST category are subject to verification of the caste status. Accordingly, all SC/ST officials featuring in enclosed eligibility list are directed to submit certified copy of Caste Certificate in the O/o JCIT (HQ) Personnel, Mumbai for verification.

5. Objections with regard to the eligibility list annexed hereto, if any, should reach this office by **13.11.2025**.

6. This is an eligibility list and not a seniority list and is subject to directions from higher authorities/CBDT/DOPT/Tribunal/court of law which may have a bearing on the promotion/ seniority being affected by this Eligibility list.

Sd/-

(प्रीतमकुमार तुरेराव, भा.रा.से.)

(PREETAMKUMAR TURERAO, I.R.S.)

संयुक्त आयकर आयुक्त (मुख्या.) कार्मिक, मुंबई

Jt. Commissioner of Income Tax (HQ) Personnel, Mumbai

For Pr. Chief Commissioner of Income Tax, Mumbai

Encl: Eligibility List for promotion to the post of Stenographer Grade-I (V.Y. 2025)

Copy forwarded for information and necessary action to :

1. All CCsIT/DGIT(Inv.), Mumbai.
2. All Pr.CsIT/CsIT/DsIT, Mumbai.
3. The Addl.CIT(HQ)Admn./ Co-ord./ Vig./ Proj Mumbai.
4. The D.D.Os. concerned.
5. The officials concerned.
6. The Secretary, ITEF, Mumbai.
7. The Secretary, ITSEWA, Mumbai.



(सौरव जैन, भा.रा.से.)

(SOURAV JAIN, I.R.S.)

आयकर उपायुक्त (मुख्या.) कार्मिक, मुंबई

Dy. Commissioner of Income Tax (HQ) Personnel, Mumbai

For Pr. Chief Commissioner of Income Tax, Mumbai

**LIST OF OFFICIALS IN THE GRADE OF STENOGRAPHER GRADE-II ELIGIBLE FOR PROMOTION TO THE POST
OF STENOGRAPHER GRADE-I FOR VY 2026**

Sr. No.	Employee Code	Title	Employee's Name	Father/ Husband's Name	Category	D.O.B	Present Grade
1	2	3	4	5	6	7	8
1	165561	Mr.	Raj Kumar Singh	(S/o. Harcharan Singh)	SC	04-06-1990	05-11-2012
2	181079	Ms.	Garima Sharma	(D/o. Ashok Kumar Sharma)	Gen	23-12-1990	21-07-2017
3	180869	Mr.	Shivam Gupta	(S/o. Ram Kumar Gupta)	Gen	01-03-1995	27-06-2017
4	181059	Mr.	Tripurari Singh	(S/o. Dalchand Singh)	OBC	15-09-1995	17-07-2017
5	181183	Mr.	Sasi Kant Das	(S/o. Bivoday Chand Das)	SC	09-02-1986	28-07-2017
6	182617	Ms.	Jyotsna Arya	(W/o. Brahm Dev Arya) (D/o. Pritam Singh Arya)	Gen	10-10-1989	27-07-2018
7	186776	Ms.	Abhilasha Shukla	(D/o Ram Kumar Shukla)	Gen	01-02-1996	04-09-2019
8	186823	Mr.	Suraj	(S/o. Amar Deep)	Gen	05-08-1993	12-09-2019
9	186796	Ms.	Nabanita Dawn	(D/o. Basudeo Dawn)	OBC against Gen	26-07-1996	04-09-2019
10	187626	Mr.	Sharvan Choudhary	(S/o. Baga Ram Choudhary)	OBC	11-03-1989	31-08--20
OFFICIALS PLACED AT SR.NO. 2,3,5,6,7,8,9 & 10 ARE TRANSFERRED ON LOAN BASIS TO OTHER REGIONS							



**(सौरव जैन, भा.रा.से.)
(SOURAV JAIN, I.R.S.)**

आयकर उपायुक्त (मुख्या.) कार्मिक, मुंबई
Dy. Commissioner of Income Tax (HQ) Personnel, Mumbai
For Pr. Chief Commissioner of Income Tax, Mumbai