



सत्यमेव जयते

GOVERNMENT OF INDIA
MINISTRY OF FINANCE
CENTRAL BOARD OF DIRECT TAXES
DIRECTORATE OF INCOME TAX
(HUMAN RESOURCE DEVELOPMENT)

2nd Floor, Jawahar Lal Nehru Stadium, Gate No. 1, New Delhi - 110003.

F. No. HRD/CM/127/13/2022-23/6311

Dated:- 03rd November 2022

M E M O R A N D U M

With reference to his/her application for recruitment to the post of **Stenographer Grade - II in CBDT** on the basis of Stenographer Grade 'C' & 'D' Examination 2020, the candidates selected as Stenographer Grade - II in CBDT are directed to indicate/exercise his/her preferences, in order of priority for allotment of 18 regions under Income Tax Department (CBDT) all over the country, in the prescribed format. The PREFERENCE FORM duly filled/complete in all respects, may be sent URGENTLY via email on recruitmentcell.hrd@incometax.gov.in latest by 14.11.2022. However, later the hard copy of the preference form may also be sent through SPEED POST/REGISTERD POST or COURIER/BY HAND or PERSONALLY at the following address:

Deputy Director of Income Tax (CMD-I),
Directorate of Income Tax (HRD),
2nd floor, Jawahar Lal Nehru Stadium,
Gate No. 1, New Delhi - 110003.

2. Candidate are cautioned that if, for any reasons, he/she fails or does not indicate his/her preferences in said FORMAT for whatever reasons by 14.11.2022 the REGION/STATE will be allotted to him/her, on the basis of merit-cum-preference, by this Directorate and NO REQUEST for change of allotted region will be entertained at any stage of recruitment.

Encl: As above.

(Vikash Singh Bagri)
Deputy Director of Income Tax (HRD) (CMD-I) (a)
New Delhi

Copy to: The Web Manager www.incometaxindia.gov.in with a request to place the letter on the website.

Deputy Director of Income Tax (HRD) (CMD-I) (a)
New Delhi

**To be furnished by the candidate selected to the post of Stenographer Grade II
in CBDT selected through Stenographer Grade 'C' & 'D' examination 2020**

(Last date of submission: 14.11.2022)

Name of the candidate:	
Roll No.:	
Rank:	
Aadhaar Number:	

Paste self-attested
recent passport
size color
photograph

Preference of Allocation of Region under CBDT

S.No.	Name of Region	Jurisdiction	Preference
1	Ahmedabad	State of Gujarat	
2	Bengaluru	States of Karnataka & Goa	
3	Bhopal	States of Madhya Pradesh & Chattisgarh	
4	Bhubaneswar	State of Odisha	
5	Chandigarh	States of Punjab, Haryana, Himachal Pradesh, J&K and UT of Chandigarh	
6	Chennai	States of Tamil Nadu & Puducherry	
7	Delhi	State of Delhi	
8	Guwahati	States of Assam, Arunachal Pradesh, Nagaland, Manipur, Mizoram, Tripura & Meghalaya	
9	Hyderabad	States of Andhra Pradesh & Telangana	
10	Jaipur	State of Rajasthan	
11	Kanpur	States of Uttar Pradesh (West) & Uttarakhand	
12	Kochi	State of Kerala & UT of Lakshadweep	
13	Kolkata	States of West Bengal & Sikkim and UT of Andaman & Nicobar Islands	
14	Lucknow	State of Uttar Pradesh (East)	
15	Mumbai	Municipality of Greater Mumbai	
16	Nagpur	State of Maharashtra (Vidarbha region only)	
17	Patna	States of Bihar & Jharkhand	
18	Pune	State of Maharashtra (excluding areas under Mumbai & Nagpur regions)	

Note:

1. Please indicate order of preference by putting numbers 1 to 18 against the region (with 1 being the most preferred choice). Distinct preference number (1 to 18) shall be mandatorily provided for every region under CBDT. No row should be left blank.

Date:	Address for communication:
Signature:	
Left Thumb Impression:	
	Mobile Number: