

Confidential

F.No. 225/107/2013/ITA.II
Government of India
Ministry of Finance
Department of Revenue
Central Board of Direct Taxes

Room No. 143E, North-Block
New Delhi, the 4th of July, 2013

To

All Chief-Commissioner of Income Tax,
All Directors-General of Income Tax

Sir/Madam,

**Subject: Processing of brought forward Returns as on 01.04.2013- Instructions-
regarding:-**

Kindly refer to the above.

2. I am directed to bring to your kind notice the Key Results Area, Part V, Sl. No. 6 of Central Action Plan document for Financial Year 2013-2014 which requires DCsIT/ACsIT/IITOs (assessment units) to process all brought-forward Returns as on 01.04.2013 by 31st August, 2013.
3. It has been noticed that till June, 2013, a large number of Returns which were filed till 31.03.2013 have not yet been processed.
4. The matter has been noted by the Board with concern. It is reiterated that the targets prescribed in the Action Plan as above are for strict compliance, more so as CASS cycle has to be run shortly and it requires to be ensured that all the eligible Returns are available in the System at that time. It would, therefore be necessary that all brought-forward returns as on 01.04.2013 are processed on AST by 31.08.2013 positively. While processing the Return on AST, it must also be ensured that processing of Return is completed by clicking on 'Print' button to prevent any misuse or tampering in future.
5. In this regard, I am directed to request that a compliance report on completing the above mentioned exercise, already stipulated in the Action Plan target, must be submitted by each CCIT (CCA) to the Member (IT), CBDT alongwith a copy to the respective Zonal Member by 05.09.2013 positively.

Yours faithfully,



(Rohit Garg)

Deputy-Secretary to Government of India
ITA.II. CBDT