



कार्यालय

**OFFICE OF THE**  
प्रधान मुख्य आयकर आयुक्त, दिल्ली  
**PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, DELHI**  
केन्द्रीय राजस्व भवन, आई० पी० एस्टेट, नई दिल्ली-११०००२  
**C. R. BUILDING, I. P. ESTATE, NEW DELHI-110002**

F. No. P-308/4/ Departmental Skill Test /2023-24/13477

Date: 19/10/2023

To

1. All Pr.Chief Commissioners of Income Tax and Pr. Directors General of Income Tax, New Delhi.
2. All Chief Commissioners of Income Tax and Directors General of Income Tax, New Delhi.
3. The Pr. Commissioners/ Pr. Directors of Income Tax, Delhi-01,04,07,10,12,15,20, ReFAC (AU)-1 to 10, ReFAC (VU)-1 to 4, ReFAC (RU)-1 & 2, ReFAC (TU)-01, Central- 1 to 3 and Investigation-01 & 02, New Delhi.
4. The Commissioners/Directors of Income Tax, (Appeal Unit)-1 to 31, (Appeal)-23 to 31, (Appeal)-42 to 44, APA, Exemption, I & CI, Audit-01 & 02, ITAT, Judicial, Appropriate Authority, TDS -01 & 02, Erstwhile LTU, DRP, CO, Transfer Pricing-01 to 03, and Intl. Tax-1 to 3 New Delhi.
5. The Addl. Directors General of Income Tax, Expenditure Budget, Recovery, IT, Audit, Infra-01 & 02, L & R -01 & 02, TPS, Vigilance, HRD, New Delhi.
6. The Joint Director of Income Tax (Systems), Delhi.

**Sub: Change in software/pattern being used in Departmental Skill Test for various cadres - reg.**

Sir/ Madam,

Kindly refer to the above-mentioned subject.

2. In this regard, it is informed that following changes have been implemented in software/pattern being used in Departmental Skill Test for various cadres with immediate effect:
  - Various Departmental Skill Test will be conducted on New Pattern i.e. paragraph/running mode on DOS based software.
  - The officials who have participated/attended training conducted by the department in old pattern may seek one time relaxation and opt for old pattern only once for next skill test to be conducted by submitting their request to this office. In absence of the explicit choice exercised by the official, the test will be conducted on new pattern only.
3. This issues with the approval of Principal Chief Commissioner of Income Tax, Delhi.

Yours sincerely,

(VIVEK NAGRATH)  
JOINT COMMISSIONER OF INCOME TAX (HQRS) (PERS.)  
NEW DELHI

19/10/2023