

CURRICULUM VITAE

Name	Ms. MANIKA DATTA
Date of Birth	25.09.1949
Service and Year	Indian Revenue Service (Income Tax), 1976
Present position	Chief Commissioner of Income Tax, Kolkata
Address	Office
	Chief Commissioner of Income Tax –XI Aayakar Bhavan P-7, Chowringhee Square Esplanade East, Kolkata-700069
Residence	Flat 9/V, Income Tax Colony Income Tax Colony, GB Block Sector III, Salt Lake Kolkata-700097
Contact No	Office
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	Residence
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Educational Background	1. M.A. (Mathematics) with distinction from Agra University, Agra
	2. M.B.A (Finance and Genl. Management) with High Distinction from SWINBURNE UNIVERSITY OF TECHNOLOGY, MELBOURNE, AUSTRALIA

CAREER PROFILE

During my civil service career spanning over 34 years, I have held several key positions in the Income Tax Department and in other Ministries in the Govt. of India. I have varied experience in the multifaceted field of tax administration; tax policy and planning; public administration; settlement of appeals, disputes and grievances; investigation; vigilance etc. Some of my achievements are highlighted below:

Experience in Income Tax Department

1. I joined the Indian Revenue Service in 1976. I was the topper of my batch. After successfully completing my foundational training at LBSNAA, Mussorie and professional training at National Academy of Direct Taxes in Nagpur, I held various positions in the cadre of Asst. Commissioner of Income Tax at Kolkata and Delhi involving tax assessment, collection, investigation and settlement of taxpayers

grievances. I was judged as one of the five best probationers during my professional training.

2. I was promoted to the cadre of Jointed Commissioner of Income Tax in July, 1993 and was posted as IAC (Appeals) in Kolkata. During 1993-95, I worked as Additional Commissioner of Income Tax in Delhi. During this period, I spent considerable period in settling public grievances and tax disputes of the salaried govt. employees.
3. On promotion as Commissioner of Income Tax in Oct. 2000, I worked as Commissioner of Income Tax (Appeals) in Delhi. I was the appellate authority for corporate, partnership firms as well as individual assesseees. My job entailed dispute resolution between the department and the tax payers. The appellate orders passed by me in favour of the taxpayers were seldom contested by the Department, which demonstrated fairness and equitable nature of my judgments as Commissioner (Appeals).
4. I served as Administrative Commissioner of Income Tax in Delhi (2002-2006) and Kolkata (2006-2009). I was in administrative control of Salary and Central Charges and accorded highest priority to public grievances regarding non receipt of PAN, claim of refunds and interest, release of seized assets, waiver of interest, giving appeal effect etc. I also worked as Director of Income Tax (EXEMPTION) and my job entailed granting registration and exemption under Income Tax Act to Trusts, charitable and educational and other NGO.
5. On promotion to the cadre of Chief Commissioner of Income Tax (Equivalent to the Additional Secretary to the Govt. of India) in April 2009, I was posted as Chief Commissioner of Income Tax -XI in Kolkata. I am looking after the tax administration of my jurisdictional region. Redressal of tax payers grievances, waiver of interest and compounding of offences, deciding references to High Court and Supreme Court in Departmental appeals; and supervision of Administrative Commissioners and Appellate Commissioners are important components of my job.

Experience outside the Department

1. In 1988, I was posted on deputation as Director in the Department of Economic Affairs (Economic Division) in the Ministry of Finance. During my tenure of 5 years in the DEA, I was responsible for preparation of the Economic Surveys, Budget forecastings and handling of the budget proposals on Direct Taxes received from various trade Associations. I was a member of the Working Group for implementation of the Chelliah Committee Report on Tax Reforms. I also had the occasion to attend meetings on Public Finance with eminent economists and IMF/World Bank team of officials.
2. In 1995, I again went on deputation to the Central Board of Direct Taxes, Department of Revenue. As Director (Investigation), CBDT, I handled various scam related cases. As Director (Audit & PAC), I handled all work relating to the C& AG and Public Accounts Committee.

Other administrative experiences

1. As a member of the Scam Monitoring Committee set up by the Hon'ble Supreme Court in 1997, I visited several countries for conducting investigation in scam related cases and held meetings with the Revenue officers in USA, UK, Canada, Japan, Hong Kong, Singapore, Thailand etc.
2. As a member of Review Committee for Departmental publications, I have reviewed and edited Tax Payers Series and books.
3. Nominated as Examiner and Observer for Departmental Examination of Income Tax Officer,
4. Deputed as Election Observer for General Elections in 1998 and 2004.

Language skills

English	Excellent
Hindi	Excellent
Bengali (Mother tongue)	Excellent

Foreign Trainings/assignments

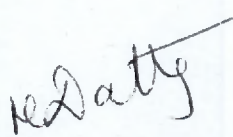
1. Attended 12 weeks Senior Executive Management Program in Royal Institute of Public Administration, London in 1992.
2. Nominated for six weeks IMF course on Public Finance in 1993.
3. Awarded Australian Govt. fellowship for MBA program in Swinburne University of Technology, Melbourne. Completed MBA with High Distinction.
4. Selected by the Govt. of Botswana for three years assignment as Principal Inspector of Income Tax in Botswana. The assignment was declined as I proceeded to Australia for doing MBA.

Awards/Distinctions

1. Received the prestigious Finance Minister's Award for highest Revenue Collection in Calcutta Region in 1986.
2. Received a Certificate for outstanding performance in MBA program from Swinburne University of Technology, Australia.
3. First rank in merit for IRS 1976 exam.
4. Certificate of Merit and Chancellor's Gold Medal for obtaining first rank in merit for MA (Mathematics), Agra University.
5. Chancellor's silver medal for being the best woman graduate of Agra University in BA exams.
6. Kalka Prasad Gold Medal for being the topper in Intermediate exams of UP Board.
7. Recipient of State and National Merit scholarship in schools and college.

Personal skills

- Rich experience in tax and public administration.
- Considerable experience in public dealing and redressal of public grievances
- Long experience in dispute resolution as Appellate authority.
- Strong coordination skills developed through regular coordination and liaison with various Govt. authorities' international Revenue Authorities, Industry and Trade Associations.
- Advance knowledge of computer programs and information technology.
- Leadership and decision making skills.


(MANIKA DATTA)