



Income Tax Appellate Tribunal, Delhi Benches, New Delhi
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12 मार्च 2021 - 15 अगस्त 2023

**Sub: E-Filing of appeals before the Income Tax Appellate Tribunal-
Preparation of User Guide and FAQs- Consultation with stakeholders-
regarding.**

It is submitted that Appeals, etc. are being filed by the assesseees and department through the ITAT e-Filing Portal. Further, vide U.O. No. FI-EF/ATD/2023 dated 18th July 2023, Benches have also been directed to accept the departmental Appeals and Applications through the ITAT e-Filing Portal only. Further, the erstwhile requirement of physical submission of appeal documents after e-filing has also been done away with.

2. In this connection, a Committee is in the process of formulating the User Guide and FAQs fore-Filing in ITAT. The Competent Authority has felt that the User Guide and FAQs can be made more comprehensive and user-friendly by taking feedback of the stakeholders of thee-Filing Portal into consideration.

3. In this connection, the Competent Authority has directed to request the Hon'ble Zonal Vice Presidents to hold consultations with the stakeholders of the e-Filing Portal (Departmental Representatives and Members of the Tax Bar Associations) within their Zonal Jurisdiction so that the feedback received from the stakeholders may be considered while formulating the User Guides and FAQs. **The exercise of consultation with the stakeholders is to be completed within 15 Days.**

4. The Assistant Registrar is, therefore, requested to place this UO before the Hon'ble Vice President for his kind perusal and further guidance/directions regarding consultations with thee-Filing stakeholders.

This is issued with the approval of the Hon'ble President, ITAT.

Assistant Registrar

The Assistant Registrar, ITAT, Mumbai, Pune, Chennai, Delhi, Lucknow, Hyderabad, Chandigarh, Bangalore, Kolkata, Ahmedabad Benches.

UO No. F.1-EF/ATD/2023 dated 05.09.2023