

**F.No.233-Ad(AT)/2019-20**  
**INCOME TAX APPELLATE TRIBUNAL**  
**Prathishtha Bhavan, 3<sup>rd</sup> & 4<sup>th</sup> Floor,**  
**101 Maharshi Karve Marg, Mumbai – 400 020**

**OFFICE ORDER**

Date : 16<sup>th</sup> March, 2020

In my advisory dated 13.3.2020, addressed to all Vice-Presidents, I had suggested appropriate measures be taken to ensure safety and welfare of all the stakeholders in the wake of spread of Novel Coronavirus (COVID-19). The measures so taken by the Vice-Presidents, in the light of feedback from all the stakeholders and the developments in the prevailing situations, have been reviewed.

2. Considering the developing situation and in the light of the Notification of Hon'ble Supreme Court dated 13<sup>th</sup> March, 2020, I deem it fit and proper to take certain precautionary measures, at all India level, to check the spread of Novel Coronavirus (COVID-19) epidemic. It is in this backdrop that the following further steps are directed to be taken, at all India level, with immediate effect:-

- (i) that the functioning of the Benches for a period from 17.3.2020 to 27.3.2020 shall be restricted to only urgent matters;
- (ii) that the Authorized Representatives or parties in person may mention their matters showing their urgency before the concerned Bench and upon the satisfaction of urgency, the Bench shall hear such matters;

- (iii) all other routine matters would stand adjourned and the Advocates/Chartered Accountants/Practitioners or assesseees need not be present in person for seeking an adjournment on the respective dates of hearing;
- (iv) the adjourned dates of hearing shall be notified to the office of respective local ITAT Bar Association, and the office of the respective CIT(Admn) in DR's office. The ITAT Bar Association shall ensure wide circulation of the dates of the adjournments; and,
- (v) the adjourned dates of hearing shall also be notified on the website of the ITAT after discharge of the Board of the respective Benches.

4. Considering the importance of the measures intended for the safety and welfare of health of all the stakeholders, all concerned are requested to cooperate, in the interest of all.

Sd/-

**[Justice P P Bhatt]**  
**PRESIDENT**

Copies to: All concerned

*Hindi version follows*

Assistant Registrar  
ITAT, Mumbai