



आयकर निदेशालय (पद्धति)  
Directorate of Income Tax (Systems),  
ए. आर. ए. सेंटर, भूतल, झण्डेवालान एक्सटेंशन  
ARA Centre, Ground Floor, E-2, Jhandewalan Extension,  
नई दिल्ली / New Delhi - 110055

दिनांक/ Date: 15.03.2019

F.No. DGIT(S)-ADG(S)-2/Insight Instructions/292/2018-19

To,  
All Principal Chief Commissioner(s) of Income-tax/ CCsIT  
All Principal Director General(s) of Income-tax/ DGsIT  
All Principal Commissioner(s) of Income-tax / CsIT / CsIT(Admin & TPS) / CsIT (TDS)  
All Principal Director(s) of Income-tax / DsIT

Sir / Madam,

**Subject: Verification Module of Insight Portal– Regarding**

Kindly refer to the above.

2. The Verification Module under Insight Portal provides access to different type of cases that are generated on the basis of approved rules and assigned to the designated user. The Verification Module can be accessed by clicking on "Verification" menu item on the left menu bar on the Insight Portal. Insight platform enables handling of information in following stages:

- i. **Actionable Insights:** Case(s) where actionable information has been made available to ITD user. User can review information and initiate appropriate action.
- ii. **e-Verification (CMCPC):** Case is active only on the Compliance Portal and CMCPC will be responsible for implementing electronic campaign. ITD user will be able to view the information as available on Compliance Portal.
- iii. **e-Verification:** Case is active both on the Compliance and Insight Portal. The ITD user will be able to conduct various activities related to verification which may include seeking online response.
- iv. **Verification:** Case is active only on the Insight Portal. ITD user will be able to conduct verification but will not be able to seek online response on Compliance Portal.
- v. **Proceedings:** Case(s) assigned on Insight portal where proceedings ( u/s 142(1), 143(2), 148 etc.) have been initiated.

3. The user will also be provided access to Profile View of the entity under Verification. Separate Instruction will be issued when new category of case is made available in the Verification module. User may refer to the User Guide on Verification and Insight Profile View which is available under Resources section of i-Library.

4. This is issued with the approval of Pr. DGIT (Systems).

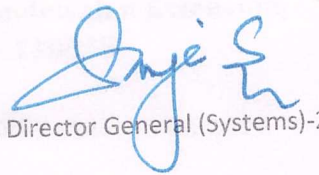
Yours faithfully,

(Sanjeev Singh)

Addl. Director General (Systems)-2

Copy to:

1. PPS to Chairman, Member (IT &C), Member (Admin.), Member (L), Member (Inv.), Member(R& TPS), Member (A&J), CDBT and Pr. DGIT(Systems), New Delhi for information.
2. Nodal Officer of [www.irsoffersonline.gov.in](http://www.irsoffersonline.gov.in), DG systems corner, ITBA, Insight i-Library.

  
Addl. Director General (Systems)-2