



Isle of Man
Government
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The Treasury *Yn Tashtey*

INCOME TAX DIVISION

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PRACTICE NOTE

PN 6/86

Date: 10th July 1986

Office Re-Organisation

This PN was replaced by [PN 19/88](#)

Management Structure

Following the re-organisation of the accommodation all sections of the office are now together as one unit on the first floor of Government offices. The Management structure has been amended to allow for the change and is shown in Appendix 1.

Telephone Enquiries

The Income Tax Division relies on the central switchboard to transfer all incoming calls to the appropriate extension. New arrangements have recently been implemented for dealing with telephone enquiries. It will greatly assist the smooth transfer of calls from the central switchboard if the appropriate extension number is requested.

Most correspondence generated by this office will contain the appropriate extension number. The list at Appendix 2 will assist in other cases where this is not known. The list is fairly self-explanatory and follows an allocation system based on the name of the individual or the company according to that persons status.

Any difficulties encountered in following the list or in having telephone calls dealt with should be referred to the officer in charge of the appropriate group or to the Deputy Assessor.

Appendix 1.

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Appendix 2.

INCOME TAX DIVISION: TELEPHONE ENQUIRIES