



प्रधान मुख्या आयकर आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX,
आंध्र प्रदेश एवं तेलंगाना/Andhra Pradesh & Telangana,
१०थ फ्लोर, इनकम टैक्स टावर्स/10TH Floor, Income Tax Towers,
एसी गार्ड्स, हैदराबाद /AC Guards, Hyderabad – 500 004,
Tel. /Fax No. 040 – 23425474/23241427/23240403.

फा. नं. प्र. मु. आ. आ./स्था./19(14)/2020-21
F.No.Pr.CCIT/Estt/19(14)/2020-21

दिनांक. 08.2020.
Dated: 08.2020.

ज्ञापन/MEMORANDUM

Sub: Establishment - I.T Department, Hyderabad – **Online Special “Course on Effective use of Excel & MS Word”** – Two days on **27.08.2020 & 28.08.2020 – ONLINE** - Nomination of candidates – Regarding.

अनुलग्नक के अनुसार कर्मचारियों को उपरोक्त आन लाइन कोर्स के लिये 02 कार्य दिवस के लिए 27.08.2020 & 28.08.2020 (02 कार्य दिवसों) के लिए नामित किया गया है।

The officials as per the **ANNEXURE** are hereby nominated for the above mentioned **online** course to be held on **27.08.2020 & 28.08.2020 (02 working days)**.

The concerned Heads of Office are directed to relieve the officials so as to enable them to attend the training.

The Principal Chief Commissioner desires that the officials sponsored for training should not apply for leave during this period. It is needless to emphasize that the trainees should avoid going on leave during the training period. If any of the officials has already applied for leave, he/she should suitably revise the period of leave so that he/she can attend the training. Attending the training is obligatory and absence there from will be treated as dereliction of duty.

In view of present restrictions to contain spread of COVID -19 and under the directions of DTRTI Bengaluru, **the above mentioned course is planned for online mode. The platform being used for delivery of live online classes is CISCO WebEx meeting. The application is available in Google Play and App Store of Apple products in Mobile Phones. Both Windows & IOS of desktop/ laptops/tabs will support the application. To access the above said live classes the user has to install and login through Mobile Phone/Systems to attend the online Lectures. The Link & credentials for joining lecture and schedule for the courses will be shared through email or SMS or Whatsapp by the MSTU, Vishakapatnam.** The officials whose Email IDs/Mobile Nos are not displayed in the annexure shall contact the officials of MSTU, Visakhapatnam; Smt. Saritha S Pennam, ITI (8985971808) and Sri Satyendra Manohar, OS (8985971626) for link and credentials to attend online classes.

It is noticed that officials nominated for training courses are seeking exemption from attending the training citing various reasons. In this regard, it may be noted that the officials who have already attended training should invariably attend. The officials filing representations for cancellation of nominations should attend the training invariably unless there is a communication from this office regarding cancellation of their nomination for the training.

(डॉ. एम्. मोहन बाबू)/(Dr. M. MOHAN BABU)

आयकर उप आयुक्त (मुख्यालय) (प्रशा)

Dy. Commissioner of Income Tax(H.Qrs)(Admn.)

प्रधान मुख्या आयकर आयुक्त का कार्यालय, हैदराबाद

O/o.the Pr.CCIT,AP&TS,Hyderabad.

Copy to:

1. The officials concerned through their Heads of office.
2. The Heads of office concerned
3. The ITO (MSTU), Visakhapatnam.

ANNEXURE
NOMINATION OF OFFICIALS FOR ONLINE TRAINING COURSE ON 'EFFECTIVE USE OF EXCEL & MS WORD'
FOR TWO DAYS FROM 27.08.2020 TO 28.08.2020

Sl. NO	EMP. ID	NAME OF THE OFFICIAL	RANK	MOBILE NO.	Mail-id	OFFICE	STATION
1	167548	NALLALA VEERA BABU	OS	8985970442	VEERABABU.NALLALA@INCOMETAX.GOV.IN	ADDL. CIT, KAKINADA	KAKINADA
2	163140	KAVILLA VENU GOPAL	OS	8985972341	KAVILLAVENUGOPAL@INCOMETAX.GOV.IN	ADDL. CIT, RAJAHMUNDRY	RAJAHMUNDRY
3	167120	A ARCHANA	OS	8985972399	ARCHANA.ANGAJALA@INCOMETAX.GOV.IN	ADDL. CIT RANGE-2, VISAKHAPATNAM	VISAKHAPATNAM
4	174126	LOPINTI MURALI KRISHNA	OS	9963472707	MURALIKRISHNA.LOPINTI@INCOMETAX.GOV.IN	ADDL.CIT, TDS RANGE, VISAKHAPATNAM	VISAKHAPATNAM
5	118301	NAGESWARA RAO K	STA	8985971417	N.RAO.K@INCOMETAX.GOV.IN	IT OFFICE, ELURU	ELURU
6	175625	CHAPPA SHANKAR RAO	STA	7901599583	SHANKARLUCKIEST@GMAIL.COM	CIT(APPEALS), RAJAHMUNDRY	RAJAHMUNDRY
7	178850	HIMANSHU KUMAR(12.03.1990)	STA	7901599631	HIMANSHU.KUMAR5@INCOMETAX.GOV.IN	ADDL.CIT, RAJAHMUNDRY	RAJAHMUNDRY
8	186871	BOMMISETTI S K SHAILENDRA KUMAR	STA	9490888389	S.BÖMMISETTI@INCOMETAX.GOV.IN	ADDL. CIT, KAKINADA RANGE (ERSTWHILE ADDL.CIT, RANGE-2 RAJAHMUNDRY)	RAJAHMUNDRY
9	175618	BABI KADI	STA	9247242521	BABI.KADI@INCOMETAX.GOV.IN	DDIT(INV), RAJAHMUNDRY	RAJAHMUNDRY
10	178425	RISHIKESH T	STA	7901599611		ITO (EXEMPTIONS), RAJAHMUNDRY	RAJAHMUNDRY
11	175622	LAVETI SUDHAKAR RAO	STA	7901599594	LAVETI.SUDHAKARAO@INCOMETAX.GOV.IN	IT OFFICE, SRIKAKULAM	SRIKAKULAM
12	165285	BANDARU ASHOK KUMAR	STA	9493470461	BANDARU.ASHOKKUMAR@INCOMETAX.GOV.IN	CCIT, VISAKHAPATNAM	VISAKHAPATNAM
13	175580	BOTCHA ASHOK NAIDU	STA	7901599593	ASHOKNAIDU.BOTCHA@INCOMETAX.GOV.IN	PR.CIT-2, VISAKHAPATNAM	VISAKHAPATNAM
14	178483	VENIGANDLA MANOJ KUMAR	STA	9493192099 8790092015	MANOJKUMAR.VENIGANDLA@INCOMETAX.GOV.IN	PR.CIT (CENTRAL) VISAKHAPATNAM	VISAKHAPATNAM

M. K. S. Reddy

15	161728	NIDDANA UMA MAHESHWAR A RAO	STA	9121097443	<u>UMA.NIDDANA</u> <u>@GMAIL.COM</u>	CIT(DR.) ITAT, VISAKHAPATNAM	VISAKHAPATNAM
16	181834	MD ARIF KHALIL	STA	8985971488	<u>MDARIF.KHALIL</u> <u>@INCOMETAX.G</u> <u>OV.IN</u>	ADDL.CIT, RANGE- 1, VISAKHAPATNAM	VISAKHAPATNAM
17	175502	MD IFTEKHAR	STA	8985971564 9330966305	<u>IFTEKHAR.MD@I</u> <u>NCOMETAX.GOV</u> <u>.IN</u>	ADDL. CIT , CENTRAL RANGE, VISAKHAPATNAM	VISAKHAPATNAM
18	178846	SURYA PRAKASH	STA	9534216307	<u>SURYA.PRAKASH</u> <u>@INCOMETAX.G</u> <u>OV.IN</u>	ADCIT, RNG-2, VISAKHAPATANA M	VISAKHAPATNAM
19	174629	MD SAJID ANSARI	STA	7901599590	<u>M.S.ANSARI@IN</u> <u>COMETAX.</u> <u>GOV.IN</u>	ADCIT, RNG-2, VISAKHAPATANA M	VISAKHAPATNAM
20	174946	JAGADISH MANDAL	STA	9564330148	<u>JAGADISH.MAND</u> <u>AL@INCOMETAX</u> <u>.GOV.IN</u>	ADDL. CIT RANGE- 3, VISAKHAPATNAM	VISAKHAPATNAM
21	178376	VIJAY KUMAR	STA	7901599636	<u>VIJAY.KUMAR28</u> <u>@INCOMETAX.G</u> <u>OV.IN</u>	ADDL. CIT, RANGE 4, VISAKHAPATNAM	VISAKHAPATNAM
22	182187	DEEPLYOTI PAL	STA	7044326291	<u>DEEPLYOTI.PAL@</u> <u>INCOMETAX.GO</u> <u>V.IN</u>	ADDL.CIT, RANGE- 4, VISAKHAPATNAM	VISAKHAPATNAM
23	179956	SK IMRAN BABU	STA	7901599685	<u>BABU.SKIMRAN</u> <u>@INCOMETAX.G</u> <u>OV.IN</u>	ADDL. DIT(INV), VISAKHAPATNAM	VISAKHAPATNAM
24	178843	GAUTAM MOHAPATRA	STA	8280775006	<u>GAUTAM.M@IN</u> <u>COMETAX.GOV.I</u> <u>N</u>	ITO (EXEMPTIONS), VISAKHAPATNAM	VISAKHAPATNAM
25	158384	SRIKANTI ACHARYA	OS	8985972327	<u>SRIKANTIACHAR</u> <u>YA@GMAIL.COM</u>	IT OFFICE, VIZIANAGARAM	VIZIANAGARAM
26	183378	MOLLI PARDHU	TA	7901599748		IT OFFICE, TUNI	TUNI
27	173895	DEEPAK KUMAR(16.10. 1992)	TA	9534871351	<u>DEEPAK.KUMAR</u> <u>43@INCOMETAX</u> <u>.GOV.IN</u>	ADCIT(CENTRAL), VISAKHAPATNAM (UOT ITO(IAP)-1, VISAKHAPATNAM)	VISAKHAPATNAM
28	186460	METTA PRADEEP	TA	9492191068	<u>PRADEEP.METTA</u> <u>@INCOMETAX.G</u> <u>OV.IN</u>	ADCIT(TDS), TDS RANGE, VISAKHAPATNAM	VISAKHAPATNAM

MAHARAJA

29	178201	BHAVANNARA YANA CHOLLANGI	TA	8985971361	<u>CHOLLANGI.BHAVANNARAYANA@INCOMETAX.GOV.IN</u>	ADCIT, RNG-1, VISAKHAPATNAM (UOT PRCIT-1, VISAKHAPATNAM)	VISAKHAPATNAM
30	171122	AVINASH PRASAD	TA	8985970629	<u>AVINASH.PRASAD@INCOMETAX.GOV.IN</u>	ADCIT, RNG-1, VISAKHAPATNAM (UOT ADCIT (TDS), TDS RNG, VISAKHAPATNAM)	VISAKHAPATNAM
31	174630	CHANDAN KUMAR RAI	TA	8985972251	<u>CHANDAN.RAI@INCOMETAX.GOV.IN</u>	ADCIT, RNG-1, VISAKHAPATNAM (UOT SR AR, VISAKHAPATNAM)	VISAKHAPATNAM
32		SANKAR MAZUMDER	TA	8985970119		ADCIT, RNG-2 [SAL], VISAKHAPATNAM (UOT ADCIT, RNG- 3, VISAKHAPATNAM)	VISAKHAPATNAM
33	184370	ASHISH GAIKWAD	TA	8700819750	<u>ASHISH.GAIKWAD@INCOMETAX.GOV.IN</u>	ADCIT, RNG-2 [SAL], VISAKHAPATNAM (UOT ADCIT, RNG- 6, HYDERABAD)	VISAKHAPATNAM
34	178946	LAKSHMI BASWA	TA	8985970433	<u>LAKSHMI.BASWA@INCOMETAX.GOV.IN</u>	ADCIT, RNG-3, VISAKHAPATNAM (UOT ADCIT, RNG- 2(SAL), VISAKHAPATNAM)	VISAKHAPATNAM
35	175503	SANTHOSH KUMAR P	TA	8985971283	<u>PSANTHOSH.KUMAR@INCOMETAX.GOV.IN</u>	ADCIT, RNG-3, VISAKHAPATNAM (UOT ADCIT, CIT(A)-1, VISAKHAPATNAM)	VISAKHAPATNAM
36	185993	DINESH SHARMA	TA	7206465661	<u>DINESH.SHARMA2@INCOMETAX.GOV.IN</u>	ADCIT, RNG-3, VISAKHAPATNAM (ADCIT (TDS), TDS RNG-1, HYDERABAD)	VISAKHAPATNAM
37	171766	AMIT KUMAR YADAV	TA	8985972271		ADCIT, RNG-4, VISAKHAPATNAM (UOT CIT(A)-2, VISAKHAPATNAM)	VISAKHAPATNAM

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38	17/115	DILLISWARA RAO MALLA	TA	9494588961	DILLISWARARAO. MALLA@INCOM ETAX.GOV.IN	ADCIT, RNG-4, VISAKHAPATNAM (UOT PRCIT(CENTRAL), VISAKHAPATNAM)	VISAKHAPATNAM
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M. M. M.