



प्रधान मुख्य आयकर आयुक्त का कार्यालय,

आन्ध्र प्रदेश एवं तेलंगाना

Office of the Principal Chief Commissioner of Income Tax  
Andhra Pradesh & Telangana

10वीं मंजिल, 'सी' ब्लॉक, आयकर शिखर, ए.सी. गार्ड्स, हैदराबाद-500 004  
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F.No.Pr.CCIT/Estt/19(14)/2021-22

Date: 10-01-2022

जापना **MEMORANDUM**

Sub: Establishment - I.T Department, Hyderabad – An **Online Induction Course on Newly appointed Stenographers from 17-01-2022 to 21-01-2022** - Nomination of candidates – Regarding.

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The officials as per the **ANNEXURE** are hereby nominated for the above mentioned **online** course to be held **from 17-01-2022 to 21-01-2022**.

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, this unit has planned an Online Induction Course for Newly Appointed Stenographers from 17.01.2022 to 21.01.2022 through online mode of Two Sessions of 2 ½ Hrs each. The platform being used for delivery of live online classes is MS TEAMS (Microsoft Inc.). 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. The configuration of Windows 10 & above is compatible for running the application. To access the above said live classes the user has to install and login through Mobile Phone/ Computer System to attend the online Lectures. The Link & credentials for joining lecture and schedule for the courses being conducted will be periodically shared with participants through email or SMS or Whatsapp by the MSTU, Hyderabad. All the officials nominated for the course are directed that since the sessions are planned in either half of the day, regular office work may be attended in other half of the day. The officials whose Email IDs, employee ID & Phone numbers are not displayed in the annexure shall contact the officials of **MSTU, Hyderabad; Sri N. Nagi Reddy, ITI (8985972049) and Sri Subroto Biswas, OS (8985971745)** for link and credentials to attend the 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.

  
(M. SATISH)/एम. सतीश

आयकर आयुक्त Commissioner of Income Tax(OSD)

(मुख्यालय)(प्रशासन & सतर्कता)(H.Qrs.)(Admn.& Vig.)

प्रधान मुख्य आयकर आयुक्त का कार्यालय, आं.प्र & तेलंगाना

O/o.Pr. CCIT, A.P. & Telangana

हैदराबाद Hyderabad

Copy to:

1. The officials concerned through departmental website.
2. The ITO (MSTU), Visakhapatnam.

## ANNEXURE

## LIST OF OFFICIALS NOMINATED FOR INDUCTION COURSE FOR NEWLY APPOINTED STENOGRAPHERS

NO	EMP ID	NAME	RANK	OFFICE	STATION	MOBILE	EMAIL
1	183768	SHIVRAM MEENA	STENO, GR-II(PB-1)	Addl.CIT/JCIT, Range 6, Hyderabad	HYDERABAD	8562033700	shivram.meena@incometax.gov.in
2	187050	ABHISHEK ANAND	STENO, GR-II(PB-1)	PR.CIT(ReAC) (AU)-1, HYDERABAD	HYDERABAD	7739642491	a.anand@incometax.gov.in
3	183416	VEMULA SHIVA KUMAR	STENO, GR-II(PB-1)	Addl.CIT, Range-2, HYDERABAD	HYDERABAD	9705852521	vemulashiva.kumar@incometax.gov.in
4	187072	HIMANSHU KUMAR	STENO, GR-II(PB-1)	PR.CIT (REAC) (AU)-4, HYDERABAD	HYDERABAD	7901599793/ 6395903371	himanshu.kumar7@incometax.gov.in
5	187070	RAJA	STENO, GR-II(PB-1)	CIT (APPEAL UNIT)-9 HYDERABAD	HYDERABAD	9811767787	raja1@incometax.gov.in
6	187051	NAWAJ ANSARI	STENO, GR-II(PB-1)	CIT(DR)(ITAT) -I, A-Bench, Hyderabad	HYDERABAD	7277885573	nawaj.ansari@incometax.gov.in
7	187056	AKUPATI VENKATA NAGA DURGA RAO	STENO, GR-II(PB-1)	CIT(AppealUnit)-2,Guntur	GUNTUR	9985554246	akupati.venkatanagadurgarao@incometax.gov.in
8	187055	KANCHAN	STENO, GR-II(PB-1)	PrCCIT,AP&TS,HYDERABAD	HYDERABAD	8077903982/ 7500554212	kanchan1@incometax.gov.in
9	187068	HEMANT SINGH	STENO, GR-II(PB-1)	ADDLDIT(I&CI),HYDERABAD	HYDERABAD	9675029680	hemant.singh2@incometax.gov.in
10	187060	ABHISHEK KUMAR GUPTA	STENO, GR-II(PB-1)	ADCIT,RANGE-1,GUNTUR	GUNTUR	8081140004	abhishekkumar.gupta@incometax.gov.in
11	187067	RAJAT CHAUDHARY	STENO, GR-II(PB-1)	ADCIT,RANGE-8,HYDERABAD	HYDERABAD	8958073482	rajat.chaudhary@incometax.gov.in
12	187059	YASH MANDLOI	STENO, GR-II(PB-1)	PrCIT-2,Hyderabad	HYDERABAD	7901599785/ 8770102198	yash.mandloi@incometax.gov.in
13	187058	SAURAV NEGI	STENO, GR-II(PB-1)	ADCIT,CENTRALRANGE-1,HYDERABAD	HYDERABAD	7828774918	saurav.negi@incometax.gov.in
14	187054	VISHAL SHARMA	STENO, GR-II(PB-1)	PRCIT(ReFAC)(AU)-1,HYDERABAD	HYDERABAD	9837987984	vishal.sharma5@incometax.gov.in
15	187053	KARISHMA MAHAPATRA	STENO, GR-II(PB-1)	PRCIT(ReFAC)(AU)-2,HYDERABAD	HYDERABAD	8447838579	karishma.mahapatra@incometax.gov.in
16	187063	AKHILESH SINGH	STENO, GR-II(PB-1)	ADCIT,RANGE-2,GUNTUR	GUNTUR	7901599791/ 9838141938	akhilesh.singh@incometax.gov.in
17	187049	LEKH RAJ KUMAR	STENO, GR-II(PB-1)	PRCIT,TIRUPATI	TIRUPATI	7901599787/ 8507611083	lekh.rajkumar@incometax.gov.in
18	187062	MOHAMMAD FARHAN SAYEED	STENO, GR-II(PB-1)	ADCIT,TIRUPATIRANGE	TIRUPATI	8887712285	m.farhan.sayeed@incometax.gov.in
19	187066	SARVENDRA KUMAR	STENO, GR-II(PB-1)	ADCIT(EXEMPTIONS),VIJAYAWADA	VIJAYAWADA	8859417659	sarvendra.kumar1@incometax.gov.in
20	187047	KALPANA	STENO, GR-II(PB-1)	PrCCIT,AP&TS,HYDERABAD	HYDERABAD	8447210550	kalpana@incometax.gov.in
21	187058	KRISHN KUMAR MEENA	STENO, GR-II(PB-1)	ADCIT,CENTRALRANGE-1,HYDERABAD	HYDERABAD	7901599802/ 9079655844	krishnkumar.meena@incometax.gov.in
22	187893	MANISH SAVITA	STENO, GR-II(PB-1)	PRCIT-1,HYDERABAD	HYDERABAD	7800512276	manish.savita@incometax.gov.in
23	188257	BALKISHAN PRAJAPAT	STENO, GR-II(PB-1)	PRCIT-2,HYDERABAD	HYDERABAD	8107888651	bal.k.prajapat1@gmail.com
24	189757	NITIN RAWAT	STENO, GR-II(PB-1)	ADCIT(INTLTAXN),VIJAYAWADA	VIJAYAWADA	9165420752/ 9691816613	nitin.rawat@incometax.gov.in
25	187782	FARHEEN NAAZ	STENO, GR-II(PB-1)	PRCIT-4,HYDERABAD	HYDERABAD	7901599820	farheenzaaz128@gmail.com
26	188913	GIRRAJ KUMAR MEENA	STENO, GR-II(PB-1)	ADCIT,NELLORE	NELLORE	9413659993	gkgoyali@gmail.com
27	187060	NISHU KUMARI	STENO, GR-II(PB-1)	CIT(A)-10,HYDERABAD	HYDERABAD	9905735721/73 01827773	nishukumari587@gmail.com
28	187044	PRASHANT NAGAR	STENO, GR-II(PB-1)	Pr.CCIT, AP&TS, HYDERABAD	HYDERABAD	7999800945	nagarprashant452@gmail.com
29	187044	UPASANA CHAUDHARY	STENO, GR-II(PB-1)	Pr.CCIT, AP&TS, HYDERABAD	HYDERABAD	8739087722/91 19026890	yatiram25@gmail.com
30	187893	KIM RAKHEE SINGH	STENO, GR-II(PB-1)	Pr.CCIT, AP&TS, HYDERABAD	HYDERABAD	7233839380/80 81629515	rakheesingh013@gmail.com
31	188257	BAYANA DIVYA SWAROOPA	STENO, GR-II(PB-1)	CCIT(ReFAC), VIJAYAWADA	VIJAYAWADA	9490175533	gitasrinivasb@gmail.com
32	189757						

2	ROHIT VERMA	STENO, GR-II(PB-1)	CIT(APPEAL UNIT-7), HYDERABAD	HYDERABAD	8077323622	rohitverma08442@gmail.com
3	TOFIK KHAN	STENO, GR-II(PB-1)	Pr.DIT(Inv.), HYDERABAD	HYDERABAD	7566685541	www.tofikkhan1997@gmail.com
4	MALAPATI SOUBHAGYA	STENO, GR-II(PB-1)	Pr.CIT(Central), HYDERABAD	HYDERABAD	9885329614	
5	MANDALA DEVENDRA	STENO, GR-II(PB-1)	Pr.CIT(Appeal Unit)-1, KURNOOL	KURNOOL	9848306410	devamdr@gmail.com
6	ANGOTH GOPAL	STENO, GR-II(PB-1)	Addl.CIT, Range-1, HYDERABAD	HYDERABAD	7396278383	sid008@outlook.com
7	187052 ANKIT KUMAR	STENO, GR-II(PB-1)	PRCIT-1, VISAKHAPATNAM	VISAKHAPATNAM	7901599788/ 7004623620	ankit.kumar18@incometax.gov.in
8	184282 MOKHAMATAM MOUNICA	STENO, GR-II(PB-1)	CIT(A)-3, VISAKHAPATNAM	VISAKHAPATNAM	9100670989	m.mounica@incometax.gov.in
9	188256 DEEPAK KUMAR	STENO, GR-II(PB-1)	PRCIT(CENTRAL), VISAKHAPATNAM	VISAKHAPATNAM	8409969305	deepak.kumar86@incometax.gov.in
0	188296 ADITYA VERMA	STENO, GR-II(PB-1)	ADCIT(CENTRAL), VISAKHAPATNAM	VISAKHAPATNAM	8271528975	aditya.1@incometax.gov.in
1	2E+05 SURAJ KUMAR	STENO, GR-II(PB-1)	ADCIT, RANGE-2, VISAKHAPATNAM	VISAKHAPATNAM	9631065351	sk8498564@gmail.com
2	SHILADITYA GHOSH	STENO, GR-II(PB-1)	PRCIT-1, VISAKHAPATNAM	VISAKHAPATNAM	8981648406	saditya262@gmail.com
3	AISHWARYA K	STENO, GR-II(PB-1)	CCIT(ReFAC), VISAKHAPATNAM	VISAKHAPATNAM	9212002462	aiswaryak119@gmail.com
4	L. SREELEKSHMI	STENO, GR-II(PB-1)	Pr.CIT(ReFAC)(AU)-1, VISAKHAPATNAM	VISAKHAPATNAM	9211003389	sreelekshmi9447@gmail.com

*S. Srin*  
10/11/22

*10/11/22*  
**DESPATCHED**