



कार्यालय प्रधान मुख्य आयकर आयुक्त, आन्ध्र प्रदेश व तेलंगाना, हैदराबाद

Office of the Pr. Chief Commissioner of Income Tax,
Andhra Pradesh & Telangana, Hyderabad,

दसवीं तल, आयकर शिखर/ 10TH Floor, Income Tax Towers,

ए.सी. गार्ड्स, हैदराबाद/ AC Guards, Hyderabad – 500 004.

टेलि.नं./Tel. No. 040 – 23425474, फ़ैक्स/ Fax 040-23241427

F.No.Pr.CCIT/Training/Estt/2021-22

Date: 17/12/2021

MEMORANDUM

Sub: Establishment – IT Department, AP & TS – “Special Course for Administrative Officers Gr-III due for Promotion”- from 20.12.2021 to 31.12.2021 - Regarding.

Ref: DTRTI, Bengaluru’s letter in F.No. Special Course/PLANNING/DTRTI/BNG/2021-22 dated 17.12.2021.

The following Officers as per annexure are hereby nominated for “Special Course for Administrative Officers Gr-III due for Promotion”- from 20.12.2021 to 31.12.2021.

2. Training for better delivery is a huge challenge in contemporary times. For the department of Income Tax, its sole and most significant asset is manpower and accordingly, equipping government personnel with necessary skills is utmost importance. Thus, the Heads of Office concerned are directed to relieve the officials so as to enable them to attend the training.

3. In view of the present restrictions to contain Covid-19, the course is planned to be conducted by DTRTI, Bengaluru through online mode. Online Course and the link, credentials and other technical details for joining and schedule for sessions being conducted will periodically be shared with the officers & officials through whatsapp or SMS or mail in advance by DTRTI, Bengaluru. DTRTI, Bengaluru intimated that the same details will also be available in Announcement / News & Events Section of the website www.dtrtibangalore.com.

4. The Principal Chief Commissioner of Income Tax (CCA) desires that the officers sponsored for training should not apply for leave during this period. If any of the officer 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.

5. Even if any of the officer is under orders of transfer from the present office, or any particular officer has not reported for duty at the place of posting, he/she should invariably attend the training course.

6. The Course schedule and other instructions regarding the online course will also be updated in the website:www.dtrtibangalore.com by DTRTI, Bengaluru. For any further queries regarding the Course and any assistance, the officers may contact:


(i) Sri N.S. Phanindharan, DDIT(Trg.)-3,
Mobile No. 8762300728,
Email: phanidharan.n.s.@incometax.gov.in

(ii) Sri S Velumurugan AAD(Trg)-2, DTRTI, Bengaluru,
Mobile No. 8762300466
Email: s.velumurugan@incometax.gov.in

(iii) Mr. Suman Kumar Singh, ITI,
Mobile No. 8762301103
Email: suman.k.singh@incometax.gov.in

(iv) Sri Dharmpal Meena, SG-II, DTRTI, Bengaluru,
Mobile No.9782599797
Email: dharmpal.meena@incometax.gov.in

7. As the Course is being conducted through the online mode, no exemption will be given for the concerned Officers / Officials. The absence to the said training will be viewed seriously.


(P. KRISHNA KUMAR)
Dy. Commissioner of Income Tax,
(Hqrs)(Admn.),
O/o Pr.CCIT, AP&TS, Hyderabad.

Copy to:

1. All the Officers concerned through Head of Office.
2. The Addl. Director General (Trg.), Direct Taxes Regional Training Institute,
Plot No.17, Near HMT Watch Factory, Jalahalli, BANGALORE 560 013
3. The Head of Office concerned.

ANNEXURE

S. NO.	Emp id	NAME OF THE OFFICER / OFFICIAL (S/SRI/SMT)	Rank	OFFICE / POSTING	MOBILE NO.	EMAIL ID
1	117882	SRI RAMA MURTHY A	AO, GR-III	CIT(DR), ITAT, VISAKHAPATNAM	8985971280	srirama.m.alanka@incometa x.gov.in
2	116322	RADHA MURTHY AVATAPALLY	AO, GR-III	PR.DIT(INV.)(HQRS), HYDERABAD	8985971160	radha.m.avatapalli@incomet ax.gov.in
3	117829	USHA RANI POLISETTY	AO, GR-III	PR.CIT, VIJAYAWADA	8985971151	usha.r.p@incometax.gov.in
4	117343	VENKATESWARLU ITTA	AO, GR-III	CCIT(ReAC), VIJAYAWADA	8985971288	venkateswarlu.itta@incomet ax.gov.in
5	116319	UDAYA LAKSHMI DEVARAKONDA	AO, GR-III	PR.CIT(CENTRAL), VISAKHAPATNAM	8985971306	udayalakshmi.devarakonda @incometax.gov.in
6	110131	VIJAYA KUMAR ANKIDI	AO, GR-III	CIT(TDS), HYDERABAD	8985970961	vijaya.k.ankidi@incometax.g ov.in
7	144982	MADHU KARLAGUNDA	AO, GR-III	PR.CIT(CENTRAL), HYDERABAD	8985971123	madhu.karlagunda@incomet ax.gov.in
8	148109	LINGANNA B	AO, GR-III	CIT(Appeal Unit), KURNOOL	8985971325	linganna.b@incometax.gov.i n
9	127147	KAVITHA MANOHAR	AO, GR-III	PR.CIT(CENTRAL), HYDERABAD	8985971333	<u>kavithamanohar@incometax</u> <u>.gov.in</u>
10	117623	SATYA NARAYANA GOLLA V S V	AO, GR-III	PR.CIT(ReAC)(VU)-1, GUNTUR	8985971337	veerasubra.v.golla@incomet ax.gov.in
11	117370	MAHENDER BABU S R	AO, GR-III	CIT(DR), ITAT-1, HYD	8985971375	mahender.b.sreeraghava@in cometax.gov.in
12	119010	VENKATESWAR RAO POTTU	AO, GR-III	CIT(IT&TP), HYDERABAD	8985971388	venkateswar.r.pottu@incom etax.gov.in
13	110097	RAVI KANTH	AO, GR-III	CIT(AUDIT), HYDERABAD	8985971303	ravikanth@incometax.gov.in
14	117782	SREE LAKSHMI PALADUGU	AO, GR-III	CIT(Appeal Unit)-7, HYDERABAD	8985971329	naga.k.kosanam@incometax .gov.in
15	148074	PADMAVATHI GOPALUNI	AO, GR-III	CIT(Appeal Unit)-1, GUNTUR	8985971235	padmavathi.gopaluni@inco metax.gov.in
16	118052	ZAHEERUDDIN	AO, GR-III	PR.CIT(ReAC)(AU)-2, HYDERABAD	8985971290	zaheeruddin@incometax.go v.in



17	134607	NALAM SRINIVASA PREM KUMAR	AO, GR-III	PR.CCIT, AP & TS, HYDERABAD	8985971297	srinivasa.p.nalam@incometa x.gov.in
18	117878	VENKATA RAMANA PATNAIKUNI	AO, GR-III	PR.CIT-1, VISAKHAPATNAM	8985971343	venkata.r.patnaikuni@incom etax.gov.in
19	118057	KISHORE KUMAR GADI	AO, GR-II	PR.CIT(ReAC)(RU)-1, HYDERABAD	8985971341	kishore.k.gadi@incometax.g ov.in
20	117782	NAGA KRISHNA KUMARI KOSANAM	AO, GR-III	PR.CIT(ReAC)(AU)-3, HYDERABAD	8985971331	naga.k.kosanam@incometax .gov.in
21	116260	SRIRAM REDDY SATTY	AO, GR-III	CIT(JUDICIAL), HYDERABAD	8985971293	sriram.r.satty@incometax.gc v.in
22	141668	SAROJA CHINNAM	AO, GR-III	CIT(Appeal Unit)-1, HYDERABAD	8985971158 /1168	saroja.chinnam@incometax. gov.in
23	116281	J.E.SHARON	AO, GR-III	CIT(EXEMPTIONS), HYDERABAD	8985971289	johnelias.sharon@incometa .gov.in
24	143230	NEELIMA T	AO, GR-III	CIT(Appeal)-12, HYDERABAD	8985971253	neelima.tangellamudi@inco metax.gov.in
25	142484	ASHOK SINGH GIRDHARI	AO, GR-III	PR.CIT(ReAC)(AU)-4, HYDERABAD	8985971295	ashok.s.girdhari@incometax gov.in
26	116634	PARVEEN JAHAN	AO, GR-III	PR.CIT-2, HYDERABAD	8985971319	parveen.jahan@incometax.g ov.in
27	147662	AHMED SHAREEF	AO, GR-III	CIT(Appeal Unit)-6, HYDERABAD	8985971309	shareef.ahmed@incometax. gov.in
28	160746	CHIRANJEEVI NARAVA	AO, GR.III	PR.CIT(ReAC)(AU)-1, VISAKHAPATNAM	8985971313	
29	153068	ALAKANANDA TAMARAPALLI	AO, GR-III	PR.CIT-4, HYDERABAD	898971310	<u>alakananda.tamarapalli@inc ometax.gov.in</u>
30	159995	SANTOSH KUMAR DEVARAKONDA	AO, GR-III	PR.CIT(ReAC)(AU)-2, HYDERABAD	8985971509	santosh.k.devarakonda@inc ometax.gov.in
31	117530	PRABHAKAR G	AO, GR-III	PR.DIT(INV.)(HQRS), HYDERABAD	8985971500	prabhakar.gaddam@income tax.gov.in



क्षेत्रीय प्रत्यक्ष कर प्रशिक्षण संस्थान

DIRECT TAXES REGIONAL TRAINING INSTITUTE

नं. 17, पिण्या प्लांटेशन (बी), निकट एच.एम.टी. घडी कारखाना, जालहल्ली, बंगलूर - 560013

No. 17, Peenya Plantation (B), Near HMT Watch Factory, Jalahalli, Bangalore -560013

दूरभाष/Phone : 080-23082000, 23452841

फैक्स/Fax-080-23082014

E-mail - bangalore.adg.dtrti@incometax.gov.in

F. No. Special Course/PLANNING/DTRTI/BNG/2021-22

Date: 17.12.2021.

To

The Pr. Chief Commissioner of Income tax,
Andhra Pradesh & Telangana Region,
I.T. Towers, A.C. Guards,
Hyderabad-500004.

Respected Sir,

Kind Attention: CIT (Admn. & TPS), Hyderabad.

Sub: Special Course for Administrative Officers gr-III due for promotion-
from 20.12.2021 to 31.12.2021- request for nominations - regarding.
Ref : (1) Pr.CCIT's Letter in F.No.Pr.CCIT/ AP & TS/MISC CORR/2021
dated 17.11.2021

Kindly refer to the above.

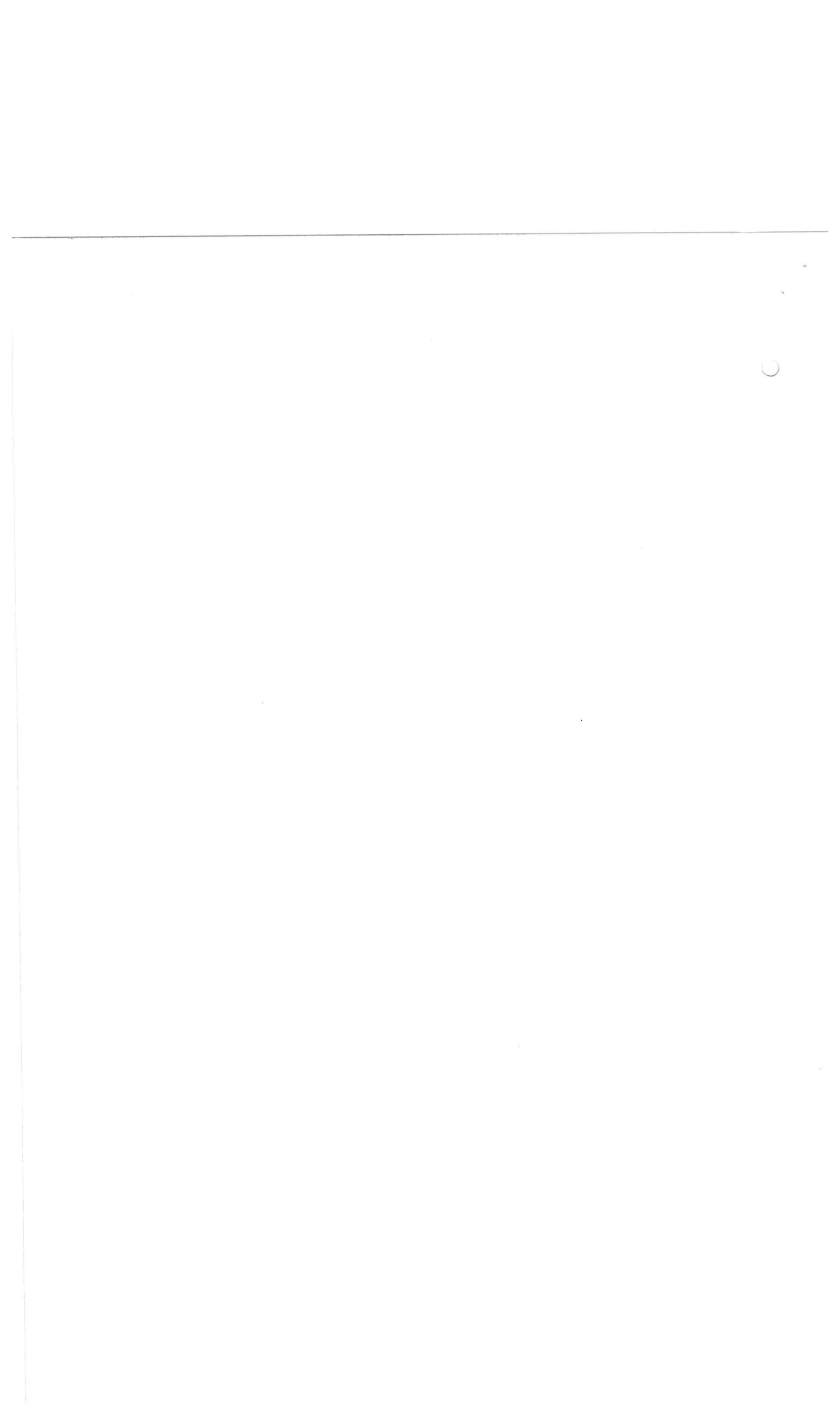
The Member (A &FS), CBDT has approved to conduct a training course for Administrative Officers, Grade-III, as required under the Recruitment Rules for their promotion.

Accordingly, the Direct Taxes Regional Training Institute, Bengaluru will be conducting a Special Course for Administrative Officers Grade-III from 20.12.2021 to 31.12.2021. This is a Mandatory course for the Administrative Officers who have completed 2 years of regular service to be eligible for their promotion as AO, GR-II belonging to Karnataka & Goa and Andhra Pradesh & Telangana regions.

2. In view of the present restrictions to contain the spread of COVID-19 and under the directions of NADT, Nagpur, the course is planned to be conducted through online mode. The course is planned for 10 working days with 6 sessions of one hour per day with a break of 15 minutes between the sessions.

3. The main objective of this course is to refresh the knowledge of the trainees with specific inputs on different aspects of office administration to the Administrative Officers. The participants will also benefit from the experience shared by the speakers on various administrative issues.

4. In this connection, it is requested that all the eligible AOs Gr.III due for promotion as AO grade-II, as per the criteria prescribed in the modified recruitment rules dated 31.01.2020 may kindly be nominated for the course. The list of nominated Officers containing details of their Name, Designation, Employee IDs, Posting, Name based



official E-mail ID and contact numbers may please be sent to this office at the earliest. It is also requested to kindly arrange to send through mail the list of nominated officials in editable format, e.g. MS-Word or MS-Excel.

5. The link & credentials for joining lectures and schedule for courses being conducted will periodically be shared with the officers & officials through Whatsapp or SMS or mail in advance.

6. The link & credentials for joining the lectures will periodically be shared with the officers through official email provided. The course schedule and other instructions regarding the online sessions will also be updated in the Announcement section in the management website DAKSH of DTRTI, Bengaluru on <https://dtrtibangalore.nadt.in>. The participants may be informed to visit the website regularly to get latest updates. All the participants may be directed to check their contact details in the Memorandum of nomination and any discrepancy or any queries regarding the conduction of course may be brought to the knowledge of the following officer/official:

- a. Sri N.S.Phanidharan, DDIT(Trg.)-3, (M) 8762300728
Email : Bangalore.dtrti.ddit3@incometax.gov.in
- b. Sri. S. Velumurugan, AAD(Trg.)-2, Mobile No: 8762300466,
Email : s.velumurugan@incometax.gov.in
- c. Sri. Suman Kumar Singh, Inspector, DTRTI, Bengaluru,
Mobile No: 8762301103. Email: suman.k.singh@incometax.gov.in
- d. Sri Dharpal Meena, SG-II, DTRTI, Bengaluru
Mobile No: 9782599797. Email: dharpal.meena@incometax.gov.in

Yours faithfully,


(R.ILAVARASI)

Addl. Director General (Training),
Direct Taxes Regional Training Institute,
Bengaluru.

