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. गार्डस्, हैदराबाद-500 004 10th Floor, 'C' Block, IT Towers, AC Guards, Hyderabad-500 004 टेलिफोन-040 : 23425474, फैक्स 23241427, फैक्स 040-23240403 Tel.No. -04023425474, Fax 23241427, Fax 040-23240403

फ.सं.प्र.मु.आ.आ/प्रश/१९(१४)/२०२३

F.No.Pr.CCIT/Estt/19(14)/2023

दिनॉक: 04.05.2023

Date: 04.05.2023

ज्ञापन/ MEMORANDUM

Sub:

Establishment - I.T Department, Hyderabad - Induction course for Direct Recruit Multi Tasking Staff - from 08.05.2023 to 19.05.2023 - Nomination of candidates - Regarding.

Multi Tasking Staffs as per the Annexure are hereby nominated for the above mentioned course to be held at MSTU, Visakhapatnam for Ten working days from 08.05.2023

VENUE:

MSTU, Visakhapatnam

Sankaramatam Road,

TIME:

Visakhapatnam Sharp by 9.15 AM

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.

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

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 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.

The officials who are attending training are hereby directed to switch off their Mobile phones before entering the premises of MSTU.

आयकर उपायुक्त (मुख्या)(प्रशासन) Dy. Commissioner of Income Tax(Hqrs.)(Admn.)

प्रधान मुख्य आयकर आयुक्त का कार्यालय, हैदराबाद.

O/o. 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.

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