



प्रधान मुख्य आयकर आयुक्त का कार्यालय,

आंध्र प्रदेश और तेलंगाना

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

10वींमंजिल, 'सी' ब्लॉक, आयकरशिखर, ए.सी. गार्ड्स, हैदराबाद-500 004
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F.No.Pr.CCIT/Hyd/Estt/Training(1)/MSTU/HYD/2025-26

Date:17.04.2025

MEMORANDUM

Sub: Establishment - I.T Department, Hyderabad – **Refresher Training Course for MTS Officials who have completed 3 Yrs of Service – From 21.04.2025 to 25.04.2025** - Nomination of Candidates – Regarding.

The officials as per Annexure are hereby nominated for the above-mentioned course to be held at MSTU, Hyderabad from 21.04.2025 to 25.04.2025.

VENUE: MSTU, 1st Floor,
Annex Building, Aayakar Bhavan,
Hyderabad.

TIME : Sharp by 9.15 AM

The Heads of Office concerned 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 are 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 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.

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

V.A.T.V. Kumar
(V.A.T.V. KUMAR)

आयकर उपायुक्त (मुख्या)(प्रशासन)

Dy. Commissioner of Income Tax (Hqrs.)(Admn.)

प्रधान मुख्य आयकर आयुक्त का कार्यालय

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

Copy to:

1. The official concerned through their Head of office.
2. The Head of office concerned.
3. The ITO(MSTU), Hyderabad.

Sl. No.	EMP NO	NAME	CADRE	PRESENT CHARGE	PRESENT STATION	MOBILE	EMAIL ID
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