



Office of the  
Principal Chief Commissioner of Income Tax  
10<sup>th</sup> Floor, C Block, Income Tax Towers  
A.C. Guards Hyderabad.

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F.No. Pr.CCIT/Wel/Circular/2019-20

Date: 17-03/2020

**-: CIRCULAR :-**

Sub:- Throwing of wastages through common washroom windows in I.T Towers, hyderabad - Reg.

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It is observed that the wastages like food, paper and other items are being thrown out through doors/windows of common washrooms available in each block and this is causing unhygienic atmosphere and inconvenience to other offices. Therefore, all the staff members/contingents/casual labourers are directed to throw the wastages in the dust bins provided in each floor for maintaining swachhta in office premises.

  
(MANAS RANJAN BEHERA)  
Income Tax Officer (Hqrs)(Wel)  
O/o. Pr. CCIT, Hyderabad.

Copy to

All the Range heads in I.T Towers, Hyderabad