



कार्यालयप्रधानमुख्यआयकरआयुक्त,  
आन्ध्रप्रदेशवतेलंगाना,हैदराबाद  
Office of the Pr. Chief Commissioner of Income Tax,  
Andhra Pradesh & Telangana, Hyderabad,  
दसवींतल,आयकरशिखर/ 10<sup>th</sup> Floor, Income Tax Towers,  
ए.सी. गार्ड्स,हैदराबाद/ AC Guards, Hyderabad – 500 004,  
टेलि.नं./Tel. No. 040 – 23425474, फैक्स/ Fax – 040-23241427

F. No.Pr. CCIT/Estt/ITAT/17A/2020-21

Date: 21-05-2021

**ORDER**

Sub: Establishment – IT Department, A.P. & Telangana, Hyderabad – Addl. Charge arrangement – for the posts of Sr.AR-I & Sr.AR-II, ITAT-1, A-Bench, Hyderabad and Sr.AR-II, ITAT-2, B-Bench, Hyderabad – reg.

Ref: 1. Transfers & Postings of Addl./JCsIT, vide order No.41 dated :28.10.2020.  
2. CBDT, New Delhi Office Order No. 121 of 2021, dated 05.05.2021.

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Please refer to the above.

2. The posts of Sr.AR-I, ITAT-1, A-Bench, Hyderabad, Sr.AR-II, ITAT-1, A-Bench, Hyderabad and Sr.AR-II, ITAT-2, B Bench, Hyderabad remain vacant.

3. Considering this, the following officers shall hold the additional charge of the posts as mentioned in column no. (3) against their names for the period as specified below, in addition to their regular charge:

**ROSTER FOR 'A' BENCH:**

S.No.	Name & Designation of the Officer (S/Shri/Smt/Mrs.)	Addl. Charge for the post of	Period for which Additional Charge to be held
1.	A Sitarama Rao, Addl.CIT (ReFAC) (AU)-3(2), Hyderabad	Sr.AR-I, ITAT-1, A Bench, Hyderabad	From 24.05.2021 to 28.05.2021
2.	Pavitrana Kumar J, Addl.CIT (ReFAC) (RU)-1(1), Hyderabad	Sr.AR-II, ITAT-1, A Bench, Hyderabad	
3.	Esther N Hanghal, Addl.CIT (ReFAC) (AU)-4(3), Hyderabad	Sr.AR-I, ITAT-1, A Bench, Hyderabad	From 31.05.2021 to 04.06.2021
4.	Padma Matta, JCIT(ReFAC)(AU)-2(4), Hyderabad	Sr.AR-II, ITAT-1, A Bench, Hyderabad	
5.	L V Bhaskara Reddy, Addl.CIT (ReFAC)(AU)-1(4), Hyderabad	Sr.AR-I, ITAT-1, A Bench, Hyderabad	From 07.06.2021 to 11.06.2021
6.	Waseem Ur Rehman, Addl.CIT (ReFAC)(AU)-1(1), Hyderabad	Sr.AR-II, ITAT-1, A Bench, Hyderabad	
7.	M Narmada, Addl.CIT, Range-3, Hyderabad	Sr.AR-I, ITAT-1, A Bench, Hyderabad	From 14.06.2021 to 18.06.2021
8.	Tota Subrahmanyam, JCIT, Range-8, Hyderabad	Sr.AR-II, ITAT-1, A Bench, Hyderabad	

B

**ROSTER FOR 'B' BENCH:**

S.No.	Name & Designation of the Officer S/Shri/Smt/Mrs.	Addl. Charge for the post of	Period for which Additional Charge to be held
1.	Sanjeev M Bhagat, JCIT (ReFAC) (AU)-4(4), Hyderabad	Sr.AR-II, ITAT-2, B Bench, Hyderabad	From 24.05.2021 to 28.05.2021
2.	A P Babu, JCIT(OSD)(SAP), Hyderabad	Sr.AR-II, ITAT-2, B Bench, Hyderabad	From 31.05.2021 to 04.06.2021
3.	N Srikanth, JCIT, Range-6, Hyderabad	Sr.AR-II, ITAT-2, B Bench, Hyderabad	From 07.06.2021 to 11.06.2021
4.	B Kavitha Rani, JCIT(OSD), O/o. CIT(Judicial), Hyderabad	Sr.AR-II, ITAT-2, B Bench, Hyderabad	From 14.06.2021 to 18.06.2021

4. I am directed to inform that the officers are requested not to apply for any leave during the above period, plan their work accordingly, and attend the ITAT duties without fail.

5. Further, the directions of the CIT (Admin. & TPS) are communicated as under:

**“Officers posted on roster duty at the ITAT shall ensure that cases as per the cause list are represented. In case of unavoidable circumstances only, suitable adjournment petitions should be moved as per procedure with valid reasons and documentary evidences, if any.”**

6. This issues with the approval of the Competent Authority.

*B. Srinivasa Rao*  
21/5/21

(B SRINIVASA RAO)

Joint Commissioner of Income Tax (OSD)

(Hqrs)(Admn.),

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

Copy to:

1. Officers concerned.
2. Chief Commissioner of Income Tax, Hyderabad.
3. Pr.CIT(ReFAC)(AU)- 1, 2, 3 & 4, Hyderabad.
4. Pr.CIT(ReFAC)(RU)-1, Hyderabad.
5. Pr.CIT – 1 & 2, Hyderabad.
6. CIT(Audit), Hyderabad.
7. CIT(Judicial), Hyderabad.
8. CIT(DR), ITAT, A-Bench, Hyderabad.
9. CIT(DR), ITAT, A-Bench, Hyderabad.
10. DDOs concerned.
11. ZAO, CBDT, Hyderabad.