



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. गार्ड्स, हैदराबाद-500 004
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फ.सं.प्र.मु.आ.आ/प्रशा/१९(१४)/२०२३

दिनांक: 17.11.2023

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

Date: 17.11.2023

MEMORANDUM

Sub: Establishment - I.T Department, Hyderabad – **Special Course for Newly Promoted Stenographers Grade-1 –21.11.2023 to 23.11.2023** -
Nomination of candidates – Regarding.

The officials as per the **Annexure** are hereby nominated for the above mentioned course to be held at MSTU, Hyderabad on 21.11.2023 to 23.11.2023.

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

TIME : 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 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.


(SUVASIS DAS)

Dy. Commissioner of Income Tax (Hqrs.)(Admin),(i/c)
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.

ANNEXURE						
Special Course for Newly promoted stenographers Grade -1 on 21.11.2023 to 23.11.2023						
S No.	Employee No.	Name of the official (S/Sri/Smt/Ms)	Designation	OFFICE	Mobile No	Email id
1	181980	SURGYAN MEENA	STENO, GR-I	Pr.CIT-2, Hyderabad	8058836781	surgyan.meena@incometax.gov.in
2	186673	ASHA MEENA	STENO, GR-I	Pr.CIT(Review Unit)-1, Hyderabad	9588205271	ASHA.MEENA@INCOMETAX.GOV.IN
3	182091	NATTINA SIVA	STENO, GR-I	CIT(Appeals), Unit-2, Hyderabad	8885797600	siva.nattina@incometax.gov.in
4	181544	MANESH KUMAR DORA	STENO, GR-I	CIT(Appeals), Unit-1, Visakhapatnam	6281414108	maneshkumar.dora@incometax.gov.in
5	181621	CHANDRADEEP KUMAR SINGH	STENO, GR-I	CIT(Appeals), Unit-9, Hyderabad	7979834160	chandradeepkumar.singh@incometax.gov.in
6	181479	AMIT KUMAR PAL	STENO, GR-I	Pr.CCIT, A.P & Telangana, Hyderabad	7901599711	amitkumar.pal@incometax.gov.in
7	181457	SUSMITA SAHA ROY	STENO, GR-I	Pr.CIT-2, Hyderabad	7901599706	susmitasaha.roy@incometax.gov.in
8	181522	MOHD SULTAN	STENO, GR-I	CIT(DR)(ITAT)-2, B-Bench, Hyderabad	7248449445	mohd.sultan@incometax.gov.in
9	181419	BOINI RAJU	STENO, GR-I	Addl.CIT, Karimnagar Range, Karimnagar.	7702585038	boini.raju@incometax.gov.in
10	181520	ANIL KUMAR MEENA	STENO, GR-I	Addl.CIT, Range-5, Hyderabad	9772804592	ANILKUMAR.MEENA@INCOMETAX.GOV.IN
11	165619	ANUSHA ADDALA	STENO, GR-I	CIT(Appeals), Unit-4, Hyderabad	79015997151	anushasri@incometax.gov.in
12	181639	PERI NAGA DURGA SRI RAMYA	STENO, GR-I	Pr.CIT(Central), Visakhapatnam	7901599722	Peri Naga Durga Sri Ramya@incometax.gov.in
13	182249	JYOTIRMOY BASU	STENO, GR-I	CIT(Appeals), Unit-7, Hyderabad	7003117310	jyotirmoy.basu@incometax.gov.in
14	184553	MANISH NEGI	STENO, GR-I	CIT(Appeals), Unit-3, Hyderabad	836866514	manish.negi1@incometax.gov.in

15	181637	DEBIKA DAS	STENO, GR-I	Addl.CIT(TDS), TDS Range, Visakhapatnam	7980572643	das.debika@incometax.gov.in
16	182003	MD. SAMIM LASKAR	STENO, GR-I	CIT(Appeals), Unit-2, Visakhapatnam	9563428826	samimlaskar92@incometax.gov.in
17	181570	DINESH SINGH RAWAT	STENO, GR-I	Pr.DIT(Inv.), Hyderabad	7901599707	DINESHSINGH.RAWAT@incometax.gov.in
18	187515	JAY PRAKASH	STENO, GR-I	Addl.CIT, Range-9, Hyderabad	9870890802	J.Prakash@incometax.gov.in
19	181860	KAMALJIT KAUR	STENO, GR-I	DGIT(Inv.), Hyderabad	9968231575	kamaljit.kaur@incometax.gov.in
20	183878	SANWAT RAM MEENA	STENO, GR-I	Addl.CIT(Exemptions), Hyderabad	7023737272	meena.sanwat.ram@incometax.gov.in
21	181546	SRINIVASARAJU DIGALA	STENO, GR-I	CIT(TDS), Vijayawada	7901599705	srinivasaraju.digala@incometax.gov.in