

भारत सरकार  
प्रधान आयकर आयुक्त  
का कार्यालय,  
10 वीं मंजिल, बी ब्लॉक, आयकर शिखर,  
10-2-3, ए.सी. गार्ड्स, हैदराबाद-500 004  
टेलीफोन : 040-2342-5474  
ईमेल:



**GOVERNMENT OF INDIA**  
Office of the  
Pr.Chief Commissioner of Income Tax,  
10<sup>th</sup> Floor, B Block, Income tax Towers,  
AC Guards, Hyderabad - 500004.  
Tel No: 040-23425474  
e-mail:

hyderabad.dcit.hq.admin@incometax.gov.in

hyderabad.dcit.hq.admin@incometax.gov.in

फा.स./F. No. Pr.CCIT/AP & TS/Estt./COVID 19/2020-21 Dated: 17.03.2021

### OFFICE MEMORANDUM

**Sub:** Sanitisation of Office buildings at Hyderabad – closure of blocks in I.T. Towers and deep sanitization on 20.03.2021 & 21.03.2021 - regarding -

**Ref:** 1) Office order dated 19.03.2020  
2) Detailed guidelines issued by MOHW dated 18.05.2020  
3) This office memorandum of even no. dated 04.01.2021

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Kindly refer to the above.

2. With respect to the spike in COVID cases in Income Tax Towers and Aayakar Bhavan, Hyderabad it is suggested that all the building in-charges are requested to comply with the detailed guidelines on the disinfection process in offices in their respective buildings. Guidelines issued from time to time by the Ministry of Health & Family Welfare may please be followed.

3. In view of the recommendations of the Counselling Support Group and on detection of Positive Cases, the following blocks in Income Tax Towers, will remain closed till Sunday.

### **5A, 6B, 6C, 8C, 8D, 9B & 9C**

4. **All the Officers are requested to keep their rooms open on 20.03.2021 & 21.03.2021 so that deep sanitizing shall be done in all the buildings in Hyderabad.** The buildings will remain closed on 20.03.2021 & 21.03.2021 and no Officer / official will be permitted entry in any offices at Hyderabad.

5. This is issued with the prior approval of the Pr. Chief Commissioner of Income Tax, Andhra Pradesh & Telangana.

(PEEYUSH SONKAR)

Commissioner of Income Tax (Admin & TPS),  
Andhra Pradesh & Telangana.