



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
10th Floor, 'C' Block, IT Towers, AC Guards, Hyderabad-500 004
टेलिफोन-040 : 23425474, फैक्स 23241427, फैक्स 040-23240403
Tel.No. -04023425474, Fax 23241427, Fax 040-23240403

फ.सं.प्र.मु.आ.आ/प्रश/१९(१४)/२०२१-२२
.०४.२०२१

दिनांक:

F.No.Pr.CCIT/Estt/19(14)/2021-22

Date: .04.2021

MEMORANDUM

Sub: Establishment - I.T Department, Hyderabad – **Workshop on Book Keeping** conducted by MSTU, Visakhapatnam – from **04.05.2021 to 06.05.2021 (03 days) – ONLINE COURSE** - Nomination of candidates – Regarding.

अनुलग्नक के अनुसार कर्मचारियों को उपरोक्त आन लाइन कार्यशाला के लिये ०३ कार्य दिवस ०४.०५.२०२१ से ०६.०५.२०२१ (०३ कार्य दिवस) के लिए नामित किया गया है।

The officials as per the **ANNEXURE** are hereby nominated for the above mentioned **online** workshop to be held from **04.05.2021 to 06.05.2021 (03 working day)**.

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.

In view of present restrictions to contain spread of COVID -19 and under the directions of DTRTI Bengaluru, **the above mentioned course is planned for online mode. The platform being used for delivery of live online classes is MS Teams (Microsoft Inc.). The application is available in Google Play and App Store of Apple products in Mobile Phones. Both Windows & IOS of desktop/ laptops/tabs will support the application. To access the above said live classes the user has to install and login through Mobile Phone/Systems to attend the online Lectures. The Link & credentials for joining lecture and schedule for the courses will be shared through email or SMS or Whatsapp by the MSTU, Hyderabad. All the officials nominated for the course are directed that if the sessions are planned in either half of the day, regular office work may be attended in other half of the day.** The officials whose EmailIDs/Mobile No.s are not displayed in the annexure shall contact the officials of **MSTU, Visakhapatnam**; Sri. Lopinti Murali Krishna, ITI (8328264981) and Sri. Satyendra Manohar, OS (8985971626) for link and credentials to attend the online classes.

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.

B. Srinivas Rao
30/4/21
(बी. श्रीनिवास राव)/ (B.SRINIVASA RAO)
सम्युक्त आयकर आयुक्त (ओ. एस. डी) (मुख्या) (प्रशासन)
Jt. Commissioner of Income Tax (O.S.D) (Hqrs.) (Admn.)
प्रधान मुख्य आयकर आयुक्त का कार्यालय
O/o. Pr.CCIT, AP & TS, Hyderabad.

- Copy to: 1. The officials concerned through their Heads of office.
2. The Heads of office concerned
3. The ITO (MSTU), Visakhapatnam.

ANNEXURE							
LIST OF OFFICIALS NOMINATED FOR WORKSHOP ON BOOK KEEPING FROM 04-05-2021 TO 06-05-2021 CONDUCTED BY MSTU, VISAKHAPATNAM							
SL. NO.	Emp. No.	Name of the Official (S/Sri./Smt./Ms)	Rank	OFFICE	STATION	Mobile No.	Mail-id
1	167548	NALLALA VEERA BABU	OS	ADCIT, KAKINADA	KAKINADA	8985970442	VEERABABU.NALLALA@INCOMETAX.GOV.IN
2	159400	B V SUBRAHMANYA M MADDU	OS	IT OFFICE, TANUKU	TANUKU	8985971677	BALAVENKATA.S.MADDU@INCOMETAX.GOV.IN
3	175615	S HANUMA SUDHEER AKELLA	STA	ITO (IAP), RAJAHMUNDRY	RAJAHMUNDRY	9052346677	
4	175622	LAVETI SUDHAKAR RAO	STA	IT OFFICE, SRIKAKULAM	SRIKAKULAM	7901599594	LAVETI.SUDHAKARAO@INCOMETAX.GOV.IN
5	175502	MD IFTEKHAR	STA	ADCIT, CENTRAL RING, VISAKHAPATNAM	VISAKHAPATNAM	8985971564 9330966305	IFTEKHAR.MD@INCOMETAX.GOV.IN
6	181834	MD ARIF KHALIL	STA	ADCIT, RING-1, VISAKHAPATNAM	VISAKHAPATNAM	8985971488	MDARIF.KHALIL@INCOMETAX.GOV.IN
7	171168	KESARAM SRINU	STA	ADCIT, RING-2, VISAKHAPATNAM	VISAKHAPATNAM	8985971963	SRINU.KESARAM@INCOMETAX.GOV.IN
8	171129	B LAKSHMI NAIDU	STA	ADDIT(INV), VISAKHAPATNAM	VISAKHAPATNAM	8985970268	LAKSHMI.NAIDU.B@INCOMETAX.GOV.IN
9	165285	BANDARU ASHOK KUMAR	STA	CCIT(ReAC), VISAKHAPATNAM	VISAKHAPATNAM	8985971871	BANDARU.ASHOKKUMAR@INCOMETAX.GOV.IN
10	175580	BOTCHA ASHOK NAIDU	STA	PRCIT(ReAC)(AU)-1, VISAKHAPATNAM	VISAKHAPATNAM	7901599593	ASHOKNAIDU.BOTCHA@INCOMETAX.GOV.IN
11	179490	SUDHAKAR MEDANKI	TA	IT OFFICE, ELURU	ELURU	7901599597	SUDHAKAR.M@INCOMETAX.GOV.IN

12	176774	KOMMISSETTI VENKATA CHANDRA MOHAN	TA	ITO(ReAC)(VU)- 1(1)(2), GUNTUR	KAKINADA	8522885676	<a href="mailto:KVC.MOHAN2802@GM
AIL.COM">KVC.MOHAN2802@GM AIL.COM
13	173308	RAJ KUMAR PANDIT	TA	ADCIT, RAJAHMUNDY	RAJAHMUNDY	8985972084	<a href="mailto:RAJKUMAR.PANDIT@I
NCOMETAX.GOV.IN">RAJKUMAR.PANDIT@I NCOMETAX.GOV.IN
14	173117	SUBHAS KUMAR	TA	ADCIT, RAJAHMUNDY	RAJAHMUNDY	8985972369	<a href="mailto:SUBHASKUMAR37@G
MAIL.COM">SUBHASKUMAR37@G MAIL.COM
15	181676	Y LAKSHMI NARAYANA	TA	DCIT(CENTRAL), RAJAHMUNDY	RAJAHMUNDY	7659083548	<a href="mailto:LAKSHMINARAYANA.YE
KULA@INCOMETAX.GO
V.IN">LAKSHMINARAYANA.YE KULA@INCOMETAX.GO V.IN
16	172556	AJAY KUMAR	TA	IT OFFICE, SRIKAKULAM	SRIKAKULAM	8985971507	.
17	172651	BANDARU SATEESH	TA	ADCIT(CENTRAL), VISAKHAPATNAM	VISAKHAPATNAM	8985972252	<a href="mailto:BANDARU.SATEESH@I
NCOMETAX.GOV.IN">BANDARU.SATEESH@I NCOMETAX.GOV.IN
18	170947	RUTTALA DORABABU	TA	ADCIT(ReAC)(AU)- 1(2), VISAKHAPATNAM	VISAKHAPATNAM	7901599592	<a href="mailto:DORABABU.RUTTALA@
INCOMETAX.GOV.IN">DORABABU.RUTTALA@ INCOMETAX.GOV.IN
19		SANKAR MAZUMDER	TA	ADCIT, RNG-2, VISAKHAPATNAM	VISAKHAPATNAM	8985970119	.
20	170948	AJIT KUMAR	TA	PRCIT-1, VISAKHAPATNAM	VISAKHAPATNAM	8790195684	.

B. Srinivas
30/4/16