



कार्यालय प्रधान मुख्य आयकर आयुक्त, आन्ध्र प्रदेश व तेलंगाना, हैदराबाद

Office of the Pr. Chief Commissioner of Income Tax,  
Andhra Pradesh & Telangana, Hyderabad,

दसवीं तल, आयकर शिखर/ 10<sup>TH</sup> Floor, Income Tax Towers,

ए.सी. गार्ड्स, हैदराबाद/ AC Guards, Hyderabad – 500 004.

टेलि.नं./Tel. No. 040 – 23425474, फ़ैक्स/ Fax 040-23241427

F.No.Pr.CCIT/Training/Estt/2021-22

Date: 11.01.2022

**MEMORANDUM**

**Sub:** Establishment – IT Department, AP & TS – “Online Special Course for Management Module – Handling Stress and Work Life Balance” to be held on 13.01.2022- Nominations – Regarding.

**Ref:** DTRTI, Bangalore’s letter dated 04.01.2022.

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The following Officers/Officials as per Annexure are hereby nominated for “Online Special Course for Management Module – Handling Stress and Work Life Balance” to be held on 13.01.2022.

2. Training for better delivery is a huge challenge in contemporary times. For the department of Income Tax, its sole and most significant asset is manpower and accordingly, equipping government personnel with necessary skills is utmost importance. Thus, the Heads of Office concerned are directed to relieve the officers/Officials so as to enable them to attend the training.

3. In view of the present restrictions to contain Covid-19, the course is planned to be conducted by DTRTI, Bangalore through online mode. Online Course and the link, credentials and other technical details for joining and schedule for sessions being conducted will periodically be shared with the officers & officials through whatsapp or SMS or mail in advance by DTRTI, Bangalore. DTRTI, Bangalore intimated that the same details will also be available in Announcement Section in the management website Daksh of DTRTI Bangalore on the website <https://dtrtibangalore.nadt.in>.

4. The Principal Chief Commissioner of Income Tax (CCA) desires that the officers sponsored for training should not apply for leave during this period. If any of the officer 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.

5. Even if any of the officer is under orders of transfer from the present office, or any particular officer has not reported for duty at the place of posting, he/she should invariably attend the training course.

6. The Course schedule and other instructions regarding the online course will also be updated by DTRTI, Bangalore. For any further queries regarding the Course and any assistance, the officers may contact:

(i) Smt Mamatha J, AAD(Training)-3, DTRTI, Bangalore  
Mobile No. 8762301403  
Email: j.mamatha@incometax.gov.in

(ii) Smt Shubha RA, ITI, DTRTI, Bangalore  
Mobile No. 8762300582  
Email: r.shubha@incometax.gov.in

7. As the Course is being conducted through the online mode, no exemption will be given for the concerned Officers / Officials. The absence to the said training will be viewed seriously.

  
(B Sashi Kanth)

Dy. Commissioner of Income Tax,  
(Hqs)(Admn.)(I/c),  
O/o Pr.CCIT, AP&TS, Hyderabad

**Copy to:**

1. All the Officers concerned through Head of Office.
2. The Addl. Director General (Trg.), Direct Taxes Regional Training Institute, Plot No.17, Near HMT Watch Factory, Jalahalli, BANGALORE 560 013
3. The Head of Office concerned.

**ANNEXURE**

Sl. No.	Empl. ID	Name	Designation	POSTING	Mobile No.	MAIL ID
1	160044	PRAFUL RAJ MATTA	ITO	ITO(ReFAC)(RU)-1(2)(5), HYDERABAD	8985970760	praful.r.matta@incometax.gov.in
2	117875	SREENIVASA RAO VARANASI	ITO	ITO(ReFAC)(VU)-1(2)(3), GUNTUR	8985970820	sreenivasa.r.varanasi@incometax.gov.in
3	117927	KANAKA DURGA BHAVANI KAJA	ITO	ITO(ReFAC)(VU)-1(3)(2), GUNTUR	8985970848	kanaka.d.k@incometax.gov.in
4	145155	VENKATA SUBRAHMANYAM GADDAMADUGU	ITO	ITO(ReFAC)(VU)-1(1)(3), HYDERABAD	8985970584	venkata.s.gaddamadugu@incometax.gov.in
5	161040	MD RASHID EQBAL	ITO	ITO, WARD-14(1), HYDERABAD	8985970771	m.eqbal@incometax.gov.in
6	168817	DURGA PRASAD DASH	ITO	ITO, WARD-2, KARIMNAGAR	8985972385	durga.prasad.d@incometax.gov.in
7	116819	NAGESWARA RAO S V S S	ITO	ITO, WARD-2(3), VIJAYAWADA	8985970870	v.s.sagaram@incometax.gov.in
8	160757	BHANU PRAKASH UNGARALA	ITO	ITO, WARD-3(1), VISAKHAPATNAM	8985970748	bhanu.prakashu@incometax.gov.in
9	159553	JAGANNADHA RAVI BOLLAPRAGADA	ITO	TRO-1, O/O PRCIT-1, VISAKHAPATNAM	8985970350	b.j.ravi@incometax.gov.in
10	116285	SESHAGIRI RAO TALLAPRAGADA	ITO	ITO, WARD-16(3), HYDERABAD	8985970546	sesbagiri.tallapragada@incometax.gov.in
11	168955	PRAMIT KUMAR	ITO	ITO, WARD-1, HINDUPUR	8985972386	kumar.pramit@incometax.gov.in
12	142216	SRIDHAR DOMMETI	ITO	ITO(ReFAC)(RU)-1(3)(5), HYDERABAD	8985970315	sridhar.dommeti@incometax.gov.in
13	147590	KRISHNA MOHAN GANDRAPU	ITO	ITO(ReFAC)(AU)-1(1)(4), HYDERABAD	8985970415	g.krishna.mohan@incometax.gov.in
14	117709	ANJANI DEVI CHERUKURI	ITO	ITO(TDS), TDS WARD-1, GUNTUR	8985970693	cherukuri.anjani.devi@incometax.gov.in
15	120247	GOPALA KRISHNA MURTHY KAMMARI	ITO	ITO(TDS), TDS WARD-1(2), HYDERABAD	8985970310	gopala.k.kammari@incometax.gov.in
16	165035	MALEKAR VEERESH BABU	ITI	IT OFFICE, ADONI	8985970600	
17	116843	BHASKARA RAO MUSINIV	ITI	IT OFFICE, AMALAPURAM	8985971061	
18	116487	RAJESH BABU JELDI	ITI	IT OFFICE, NARASARAOPET	8985971173	rajesh.b.jeldi@incometax.gov.in
19	117597	KOTESWARA RAO PANCHUMARTH	ITI	IT OFFICE, BAPATLA	8985971058	
20	147927	MURALI KRISHNA SUNKARA	ITI	IT OFFICE, BHIMAVARAM	8985971244	
21	148838	SRINIVASA RAO LELLA	ITI	IT OFFICE, CHIRALA	8985971233	srinivasa.rao.l@incometax.gov.in
22	117737	SURESH KUMAR NALLAMOTHU	ITI	IT OFFICE, CHITTOOR	8985971239	

23	186639	DARSANAP U SRAVANI	ITI	ITO (TDS), ELURU	8466071997 / 8985971864	
24	159435	VENKATA SURESH BABU SURISETTI	ITI	IT OFFICE GUDIVADA	8985971577	
25	117616	MOHAN KRISHNA RAYABARA M	ITI	IT OFFICE, GUDUR	8985971025	
26	115989	LAKSHMI ANNAPURN A VEMPATI	ITI	Addl.CIT, RNG-1, GUNTUR	8985971185	
27	117607	SUBHASHIN I GANGETT Y	ITI	Addl.CIT, RNG-2, GUNTUR	8985970581	subhashini.gangisetty@inc ometax.gov.in
28	152009	MARUTHI KUMAR A	ITI	IT OFFICE, HINDUPUR	8985971088	
29	181622	ARCHALWA R GOUTHAM	ITI	Addl.CIT(IT), HYDERABAD	7901599698 / 9030517889	
30	173717	MANISH KUMAR YADAV	ITI	Addl.CIT, TDS RANGE 1, HYDERABAD	8985970595	
31	166659	KENNETH LALTHANG LUR	ITI	Addl.CIT, TDS RANGE 2, HYDERABAD	8985971806	lalthanglur.kenneth@inco metax.gov.in
32	178884	AVINASH KODOORI	ITI	IT OFFICE, WARANGAL	9490456891	
33	135524	NAGENDRA KUMAR T	ITI	IT OFFICE, KADAPA	8985971145	
34	142967	SUDHA T	ITI	ITO(Intl. Taxn), Kakinada	8985971326/98 48792207	
35	147633	GOPALA KRISHNA ENDLA	ITI	Addl.CIT, KARIMNAGAR	8985971076	gopalakrishna.endla@inco metax.gov.in
36	185844	RAVIKIRAN MULUGU	ITI	IT OFFICE KHAMMAM	9966559626	nenu.ravikiran@gmail.com
37	128415	BHASKARA RAO YANDURI	ITI	Addl.CIT(IT), VIJAYAWADA	8985971565	
38	141685	SAILAJA MUNJULUR U	ITI	Addl.CIT, TDS RANGE, VIJAYAWADA	8985971127	
39	117738	PRABHAKA R DANTURTHI	ITI	DCIT(IT), VISAKH APATNAM	8985971171	danturthi_prabhakar@inco metax.gov.in
40	177320	PANKAJ KUMAR VERMA	ITI	ITO(I&CI), VISAKHAPATNA M	8416833005/79 01599647	

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क्षेत्रीय प्रत्यक्ष कर प्रशिक्षण संस्थान  
DIRECT TAXES REGIONAL TRAINING INSTITUTE

नं. 17, पिण्या प्लांटेशन (बी), निकट एच.एम.टी. घडी कारखाना, जालहल्ली, बंगलूरु - 560013  
No. 17, Peenya Plantation (B), Near HMT Watch Factory, Jalahalli, Bangalore -560013

दूरभाष/Phone : 080-23082000, 23452841

फैक्स/Fax-080-23082014

E-mail - bangalore.adg.dtrti@incometax.gov.in

F. No.MGMT/PLAN/DTRTI/2021-22

Date: 04/01/2022

To

The Pr. Chief Commissioner of Income tax,  
Andhra Pradesh & Telangana Region,  
I.T. Towers, A.C. Guards,  
Hyderabad-500004



Respected Sir,

Kind Attention: CIT (Admn. & TPS), Hyderabad

Sub: One day Online Special Course for Management Module- 'Handling Stress and Work Life Balance' on 13/01/2022 - regarding.

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The Direct Taxes Regional Training Institute, Bengaluru will be conducting one day Online Special Course on Management Module - ' Handling Stress and Work Life Balance' for the Officers & Officials posted in Karnataka & Goa and Andhra Pradesh & Telangana regions on 13/01/2022.

2. In view of the present restrictions to contain the spread of COVID-19 the course is planned to be conducted through online mode. It is proposed to cover the topic 'Handling Stress and Work Life balance' during this day-long Session. The main objective of this course is to inculcate and improve the skillsets of the participants in handling stress and work life.

3. In this connection, it is requested that 25 Officers and 25 Inspectors may kindly be nominated for this Special Course and the details of the nominated Officers and officials in *soft copy* may be emailed to this office at [bangalore.adg.dtrti@incometax.gov.in](mailto:bangalore.adg.dtrti@incometax.gov.in) in the proforma given below latest by 07/01/2022:

Employee No.	Name of the Nominated Officer	Designation	Office (with postal Address)	Official Email id	Contact (Whatsapp) Number

Mahesh

It is also requested to kindly arrange to send through mail the list of nominated officials in editable format, e.g. MS-Word or MS-Excel. General permission may also be accorded to the Officers and Inspectors who are interested to attend this course.

4. The link & credentials for joining the lectures will periodically be shared with the participants through name based departmental webmail in advance. The course schedule and other instructions regarding the online sessions will also be updated in the Daksh Portal. The participants may be informed to visit the website regularly to get latest updates. All the participants may be directed to check their contact details in the Memorandum of nomination and any discrepancy or any queries regarding the course may be brought to the knowledge of the following officer/official:

- a. Course Coordinator : Smt Mamatha J, AAD(Trg.)-3,  
Mobile No: 8762301403, Email : [j.mamatha@incometax.gov.in](mailto:j.mamatha@incometax.gov.in)
- b. Asst. Course Coordinator : Smt. Shubha RA, Inspector, DTRTI, Bengaluru,  
Mobile No: 8762300582. Email: [r.shubha@incometax.gov.in](mailto:r.shubha@incometax.gov.in)

Yours faithfully,



(R.ILAVARASI)  
Addl. Director General (Training),  
Direct Taxes Regional Training Institute,  
Bengaluru.