



सत्यमेव जयते

OFFICE OF THE PRINCIPAL COMMISSIONER OF INCOME TAX,

4<sup>th</sup> Floor, Rajkamal Complex, Lakshmpuram Main Road, Guntur- 522 007.

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F. No. Office Order/Pr. CIT/GNT/COVID19/2020-21

Dated: 19.04.2020

**OFFICE ORDER**

Please refer to the a) Order of the Ministry of Home Affairs in No.40-3/2020-DM-I(A), dt.15-4-2020 (consolidated revised guidelines); b) Office order passed by the Pr. CCIT, AP & TS, Hyderabad in F.No.Pr.CCIT/Estt/Instructions/2019-20, Dt. 15-04-2020; & c) Covid Order – 28 passed by the Spl. Chief Secretary, Health Medical & family welfare Department, Government of AP in Memo No/COVID-19/2020Dated 18.04.2020.

2. As per the information ascertained from the District Collector, the Income Tax Offices located in Guntur (i.e., Rajkamal Complex, Lakshmpuram Main Road & C.R Buildings, Kannavarithota, Guntur) are placed in “Containment Zone” by the District Administration.

3. As per para 3 of the order/para 2 of the guidelines issued by MHA vide No. 40-3/2020-DM-I(A), dt.15-4-2020 which is reproduced below for ready reference.

“ Where as, the consolidated revised guidelines will not apply in containment zones, as demarcated by States/Uts/District administrations. If any new area is included in the category of a containment zone, the activities allowed in the area till the time of its categorization as a containment zone, will be suspended except for those activities as are specifically permitted under the guidelines of Ministry of Health and Family Welfare(MoHFW), Government of India.”

**“ 2. Operation of guidelines in Hotspots and containment zones:**

*I. ‘Hotspots’, i.e., areas of large COVID-19 outbreaks, or clusters with significant spread of COVID-19, will be determined as per the guidelines issued by Ministry of Health and Family Welfare (MoHFW), Government of India (GoI).*

*II. In these hotspots, containment zones will be demarcated by States/ UTs/District administrations as per the guidelines of MoHFW.*

*III. In these containment zones, the activities allowed under these guidelines will not be permitted. There shall be strict perimeter control in the area of the containment zones to ensure that there is no unchecked inward/outward movement of population from these zones except for maintaining essential services (including medical emergencies and law and order related duties) and Government business continuity. The guidelines issued in this regard by MoHFW will be strictly implemented by State/UT Governments and the local district authorities.*

IV. In view of the above and taking into account the Covid Order-28, the Income Tax Offices in Guntur(mentioned in para-2 of this order) shall remain closed until the removal of "Containment Zone" or till the lockdown period, whichever is earlier.

4. However, in pursuance of guidelines issued by MHA vide No. 40-3/2020-DM-I(A) dated 15-04-2020, advisory issued by DoPT vide F.No.11013/9/2014-Estt.A.III dated 17.04.2020, Office order of PR. CCIT, AP&TS, in F.No. Pr.CCIT/AP&TS/Estt/Instructions/2019-20 dated 15.04.2020, the following officers are nominated and entrusted with the task to take all measures as mentioned in the said guidelines like sanitization, Co-ordinating with District Administration/Police(obtaining passes) etc., and make sure smooth re-opening office as and when permitted to reopen.

S.No	Name of the Officer	Designation
1	Sri P. Subrahmanyam	ITO, Ward-1(1), Guntur
2	Sri M. Doss	ITO, Ward-2(1), Guntur

(RAMESH CHAND)  
Pr. Commissioner of Income Tax,  
Guntur.

Copy submitted to the:

1. Pr. Chief Commissioner of Income Tax, AP & TS, Hyderabad along with copy of Covid Order – 28 dated 18-04-2020.
2. Chief Commissioner of Income Tax, Vijayawada along with copy of Covid Order – 28 dated 18-04-2020.

Copies to the :-

- a) CIT(Appeals)-1 & 2, Guntur;
- b) Addl. CIT, Central Range, Guntur;
- c) JCIT, Range-1 & 2, Guntur;
- d) JDIT(Inv), Guntur;
- e) ITO(Exemptions), Guntur;
- f) ITO(I&CI), Guntur;
- g) ITO(TDS), Guntur;
- h) ITO(IAP), Guntur;
- i) All Officers and Staff members in Guntur.