



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/ 10TH 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, AP&TS/Estt/Gr.B, Training/2019-20

Date: 11/09/2019

MEMORANDUM

- Sub: Establishment – IT Department, AP & TS – Training Program for AOs on Course on Soft Skills, Gender Sensitization & Rajbhasha Karyashala to be held on 19.09.2019 and 20.09.2019 - Nominations - Regarding.
- Ref: 1. Letter in F.No.34/Soft skills/Planning/DTRTI/BNG/2019-20, dated 29.08.2019 received from the DTRTI, Bangalore

***.

The following Administrative Officers as per Annexure are hereby nominated for the Course on Soft Skills, Gender Sensitization & Rajbhasha Karyashala to be held on 19.09.2019 and 20.09.2019 at MSTU, Hyderabad.

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 officials so as to enable them to attend the training.
3. The Principal Chief Commissioner of Income Tax, AP&TS 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.
4. 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.
5. For any further queries regarding the Course and any assistance, the officers may contact:
(a) Shri Gunvantha Rao, ITO, MSTU, Hyderabad – Tel/Fax : 040 23425302 / Mobile - 8985970586
6. The officers nominated for the training are directed to make return journey arrangements only after 6:00PM on the last day of training.
7. It is noticed that officers who are nominated for course are filing representations seeking exemptions from attending the training citing various reasons. In this regard the officers concern may note that unless there is communication from this office regarding cancellation their nomination for the training courses, the officers should attend the Training Course invariably. **Any requests for exemption to attend the training without recommendation of the head of office concerned shall not be considered.**


(M. MOHAN BABU)

Deputy Commissioner of Income Tax,
(Hqrs)(Admin.), 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

SNO	EMP CODE	Name of the AO (Sri / Smt)	Designation & Office	Mobile No.
1	115980	GEETA VIJAY KUMAR	AO, O/o PR.DIT(INV.)(HQRS), HYDERABAD	8985970984
2	110097	RAVIKANTH	AO, O/o PR.CIT-1, HYD	8985971303
3	117530	PRABHAKAR G	AO, O/o PR.CIT-2, HYD	8985971500
4	147756	S. KAREEMULLAH	AO, O/o PR.CIT-3, HYD	8985971339
5	144982	K. MADHU	AO, O/o PR.CIT-4, HYD	8985971123
6	110130	RAMESH RAVULAKOLLA	AO, O/o PR.CIT-5, HYD	8985970946
7	160749	S. SHEKANNA	AO, O/o PR.CIT-6, HYD	8985971304
8	146854	SYED SHAFIULLAH	AO, O/o PR.CIT-7, HYD	8985970950
9		MOHAMMED MAHABOOB ALI	AO, O/o CIT(TDS), HYDERABAD	8985971377
10	147127	KAVITA MANOHAR	AO, O/o CIT(IT&TP), HYDERABAD	8985971333
11	110131	A. VIJAY KUMAR	AO, O/o PR.CIT(CENTRAL), HYDERABAD	8985970961
12	153068	ALAKANANDA	AO, O/o CIT(I&CI), HYD	8985971310
13	143230	NEELIMA T	AO, O/o CIT(A)-1, HYDERABAD	8985971253
14	142484	ASHOK SINGH GIRIDHARI	AO, O/o CIT(A)-2, HYDERABAD	8985971295
15	117343	I.VENKATESWARUL U	AO, O/o CIT(A)-3, HYDERABAD	8985971288
16	133713	MOHD. ABDUL SALAM	AO, O/o CIT(A)-4, HYDERABAD	8985971257
17	118057	G. KISHORE KUMAR	AO, O/o CIT(A)-5, HYDERABAD	8985971341
18	141668	SAROJA CH.	AO, O/o CIT(A)-6, HYDERABAD	8985971158
19	117782	K. NAGA KRISHNA KUMARI	AO, O/o CIT(A)-7, HYDERABAD	8985971331
20	110122	SREELAKSHMI PALADUGU	AO, O/o CIT(A)-8, HYDERABAD	8985971329
21	118052	ZAHEERUDDIN	AO, O/o CIT(A)-9, HYDERABAD	89859 71290
22	119010	POTTU VENKATESWARA RAO	AO, O/o CIT(A)-11, HYDERABAD	8985971388
23	117370	S R MAHENDER BABU	AO, O/o CIT(DR), ITAT-1, HYD	8985971375
24	124970	PGV LAKSHMI	AO, O/o CIT(DR), ITAT-2, HYD	8985971000
25	116260	SRIRAMA REDDY SATTY	AO, O/o CIT(JUDICIAL), HYDERABAD	8985971293
26	116634	PARVEEN JAHAN	AO, O/o CIT(AUDIT), HYDERABAD	8985971319
27	116281	J.E. SHARON	AO, O/o CIT(EXEMPTIONS), HYDERABAD	8985971289