



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

10<sup>th</sup> 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/4(24)/प्रश/एम.टी.एस/२०२१

दिनांक: 22 .12.2021

F. No. Pr.CCIT/4(24)/Estt/MTS/2021

Date: 22.12.2021

Sub: Establishment - I.T. Department, Hyderabad - Transfers and postings of  
Multi Tasking Staff - orders -Issue of - Regarding.

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**ORDER NO.39**

The transfers and postings of the following Multi Tasking Staff are hereby ordered with immediate effect and until further orders.

SL. NO.	NAME OF THE OFFICAL	TRANSFERRED FROM	TRANSFERRED TO
1	S SABAMMA	CIT(AU)-1, HYDERABAD	ADDL.CIT(TDS), TDS RANGE-2, HYDERABAD
2	NATTE SURESH	ADDL.CIT(TDS), TDS RANGE-2, HYDERABAD	CIT(AU)-1, HYDERABAD

- All the Heads of Office are required to relieve the officials under orders of transfer positively by **27.12.2021.**
- In case, any official is being proposed to be retained beyond the above mentioned date, the Head of Office shall take prior written approval from the Pr.CCIT,AP & Telangana.
- The officials under orders of transfer shall not be granted Earned Leave by the Competent Authority under whom they are presently working. Leave applications, if any, may be forwarded to the new place of posting for necessary action.
- The Heads of Office are directed to send separate compliance report on relieving and joining of officials from/to their offices latest by **28.12.2021**, for updating the data in records. The Head of Office should certify in the compliance report that proper handing over note has been given to the successor at the time of relieving of official. It is also to be noted that the APARs of the officials reporting to the officers concerned are completed and duly forwarded.
- Officials may file their representations, if any, only after joining in their new postings allotted to them and representation filed from the old postings will not be considered.
- All representation received, stands disposed off.

8. As per clause IV of Transfer Policy for Group 'B' (Non Gazetted) & Group 'C' Officials (Other than Staff Car Drivers) of Income Tax department, AP & Telangana Region, unless the transfer order is cancelled either suo-moto or on representation, before the due date of relieving the transferee shall be considered as deemed relieved on the due date given in the transfer order. It is clarified that representation made against the transfer shall not confer any right whatsoever on the official to continue at the previous post in defiance of the transfer order. In view of this, if any of the Official is not relieved by due date, he/she shall be deemed relieved by next working day.

9. This is issued with the prior approval of the Pr. Chief Commissioner of Income Tax, AP&TS, Hyderabad.

10. Hindi version follows.

Sd/-

(सी.वी.पवन कुमार)/(C.V.PAVANA KUMAR)  
आयकर आयुक्त (प्रशासन एवं करदाता सेवाएं)  
Commissioner of Income Tax(Admn. & TPS)  
हैदराबाद, Hyderabad.

Copy to:

1. The Officials concerned.
2. All the Pr.CIT/CIT/Pr.DIT/DIT in AP & Telangana Region.
3. All the Heads of Offices in A.P & Telangana Region.
4. The AD(OL), Hyderabad for preparation of Hindi version.
5. The Secretary, ITEF , AP & Telangana Unit/ITSEWA,ITOBC Association, Hyderabad
6. The ZAO, CBDT, Hyderabad.
7. All the Sections in Pr.CCIT's office in Hyderabad
8. The Stock file/Personal file/Data Base File.



(पी. कृष्ण कुमार)( P. KRISHNA KUMAR)

आयकर उपायुक्त (मुख्या)(प्रशासन)

Dy. Commissioner of Income Tax(Hqrs.)(Admn.)

प्रधान मुख्य आयकर आयुक्त का कार्यालय

O/o. Pr.CCIT, AP & TS, Hyderabad