



Office of the  
Pr. Chief Commissioner of Income Tax,  
Andhra Pradesh & Telangana, Hyderabad,  
10<sup>th</sup> Floor, Income Tax Towers, A C Guards, Hyderabad – 500 004.

F. No. Pr.CCIT/4(6)/Estt/ITO/2020

Date:16/09/2020

**Sub:** Establishment – I.T. Department, Hyderabad – Transfers and postings of  
Income Tax Officers – orders – Issue of – Regarding.

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**ORDER NO. 26 OF 2020**

The transfers and postings of the following Income Tax Officers are hereby ordered with immediate effect and until further orders.

SL. NO.	NAME OF THE OFFICER S /Sri /Smt.	TRANSFERRED FROM PRESENT/ EARSTWHILE POST	TRANSFERRED TO	STATIONED AT
1	MARUTHI R N B S	ITO, WARD-2, BHIMAVARAM	ITO, WARD-1, BHIMAVARAM	BHIMAVARAM
2	RAMA SASTRY MUDIGONDA	ITO, WARD-2(3), GUNTUR	ITO, WARD-1(1), GUNTUR	GUNTUR
3	UTTAM KUMAR	ITO(TDS), OSD-4, HYDERABAD	ITO(AIU), O/O DIT(INV), HYDERABAD	HYDERABAD
4	M LALMUANLIAN	ITO, WARD-8(1), HYDERABAD	ITO, WARD-4(1), HYDERABAD	HYDERABAD
5	SUDHAKAR NEREDUMILLI	ITO, WARD-2, KARIMNAGAR	ITO, WARD-6(1), HYDERABAD	HYDERABAD
6	RATNA RAJU VEESA	ITO, WARD-14(2), HYDERABAD	ITO, WARD-8(1), HYDERABAD	HYDERABAD
7	VURANDURU P NARASIMHA RAO	ITO, WARD-1, KHAMMAM	ITO, WARD-10(1), HYD	HYDERABAD
8	ALOK KUMAR DIXIT	ITO, WARD-11(5), HYDERABAD	ITO, WARD-11(1), HYDERABAD	HYDERABAD
9	SAURABH SRIVASTAVA	ITO, WARD-17(4), HYDERABAD	ITO, WARD-16(1), HYDERABAD	HYDERABAD
10	ASHISH KUMAR SINGH	ITO, WARD-17(3), HYDERABAD	ITO, WARD-17(1), HYDERABAD	HYDERABAD
11	PHANI KUMAR KATRAGADDA	ITO, WARD-11(1), HYDERABAD	ITO(HQRS)-I, O/o PR.CIT-2, HYDERABAD	HYDERABAD

*M. V. V. V. V. V.*  
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12	VENUGOPAL RAO NEMALIKANTI	ITO, WARD-4, KARIMNAGAR	ITO, WARD-2, KARIMNAGAR	KARIMNAGAR
13	UMA MAHESWARA RAO ITTA	ITO, WARD-2, KHAMMAM	ITO, WARD-1, KHAMMAM	KHAMMAM
14	SRINIVASA PRABHU KARPURAM	ITO, WARD-2, NANDYAL	ITO, WARD-1, NANDYAL	NANDYAL
15	BALESWAR SINGH M	ITO, WARD-2, NELLORE	ITO, WARD-1, NELLORE	NELLORE
16	LAKSHMI SRINIVAS AMBADIPUDI	ITO, WARD-1(1), RAJAHMUNDRY	ITO, WARD-1, NIRMAL	NIRMAL
17	ASWIN KATTA	ITO, WARD-2(5), VISAKHAPATNAM	ITO, WARD-1(1), RAJAHMUNDRY	RAJAHMUNDRY
18	VALLABHAVAJHULA SESHAGIRI	ITO, WARD-2(2), RAJAHMUNDRY	ITO, WARD-2(1), RAJAHMUNDRY	RAJAHMUNDRY
19	RANGA REDDY MUDIMELA	ITO, WARD-1(2), TIRUPATI	TRO, O/O CIT, TIRUPATI	TIRUPATI
20	SRINIVASA MURTHY RAJUPALEM	ITO(IAP), TIRUPATI	ITO, WARD-1(3), TIRUPATI	TIRUPATI
21	ASHISH KUMAR	ITO, WARD-1(3), TIRUPATI	ITO(IAP), TIRUPATI	TIRUPATI
22	PARVATHA VARDHANI ISUKAPALLI	ITO, WARD-3(4), VIJAYAWADA	ITO(HQ)-II, O/o PRCIT, VIJAYAWADA	VIJAYAWADA
23	RAGHAVULU J	ITO, WARD-3(3), VIJAYAWADA	TRO, O/O PRCIT, VIJAYAWADA	VIJAYAWADA
24	SURESH BABU KONDRU	ITO, WARD-2(2), VIJAYAWADA	ITO(INV), O/O ADDL. DIT(INV.) UNIT-IV, VIJAYAWADA	VIJAYAWADA
25	ANIL KUMAR PULIPAKA	ITO(IAP), VIJAYAWADA	ITO, WARD-2(1), VIJAYAWADA	VIJAYAWADA
26	SIVAKUMAR VELISETTI	ITO, WARD-2(1), VIJAYAWADA	ITO(IAP), VIJAYAWADA	VIJAYAWADA
27	JAGANNADHA RAVI BOLLAPRAGADA	ITO, WARD-2(1), RAJAHMUNDRY	TRO-1, O/O PRCIT-1, VISAKHAPATNAM	VISAKHAPATNAM
28	ABBULU VANAM	TRO-1, O/O PRCIT-1, VISAKHAPATNAM	ITO, WARD-2(5), VISAKHAPATNAM	VISAKHAPATNAM
29	RAVI SHANKAR G	TRO-2, O/o PRCIT-2, VISAKHAPATNAM	TRO(CENTRAL), VISAKHAPATNAM	VISAKHAPATNAM
30	SUBRAHMANYAM D V	ITO(HQ & PR), O/o CCIT, VIJAYAWADA	ITO(HQ), O/o CCIT(REAC), VIJAYAWADA	VIJAYAWADA
31	SANTHI SUDHA MANDAVA	ITO, WARD-13(5), HYDERABAD	ITO(HQRS), O/O PR.CIT(ReAC)(AU)-1, HYDERABAD	HYDERABAD
32	KOPPISETTY GIRIDHAR	ITO(OSD), O/O ADDL. CIT,(TDS), RANGE-1, HYDERABAD	ITO(ReAC)(AU)- 1(1)(2), HYDERABAD	HYDERABAD
33	VENKATA PAIDESWARA	ITO(ReAC)(Verification Unit)-1(1)(2),	ITO(ReAC)(AU)-	HYDERABAD

	RAO CH	HYDERABAD	1(1)(4), HYDERABAD	
34	SUDARSHAN N K	ITO, WARD-10(5), HYDERABAD	ITO(ReAC)(AU)- 1(1)(5), HYDERABAD	HYDERABAD
35	PADMALATHA BATHULA	TRO-5, O/O PRCIT-5, HYDERABAD	ITO(ReAC)(AU)- 1(1)(6), HYDERABAD	HYDERABAD
36	PALAPARTHI BHRAMARAMBA	ITO, WARD-14(5), HYDERABAD	ITO(ReAC)(AU)- 1(2)(4), HYDERABAD	HYDERABAD
37	VIJAY KUMAR SAHU	ITO(ReAC)(Verification Unit)-1(1)(3), HYDERABAD	ITO(ReAC)(AU)- 1(2)(5), HYDERABAD	HYDERABAD
38	SRINIVASA RAO KONDULA	ITO, WARD-3(3), HYDERABAD	ITO(ReAC)(AU)- 1(2)(6), HYDERABAD	HYDERABAD
39	HARSHA NILESH RATHOR	ITO, WARD-6(3), HYDERABAD	ITO(ReAC)(AU)- 1(3)(4), HYDERABAD	HYDERABAD
40	KALYAN KUMAR UPPALAGUPTA	ITO, WARD-15(3), HYDERABAD	ITO(ReAC)(AU)- 1(3)(5), HYDERABAD	HYDERABAD
41	VENKATESWARA RAO JAGARLAMUDI	ITO, WARD-7(2), HYDERABAD	ITO(ReAC)(AU)- 1(3)(6), HYDERABAD	HYDERABAD
42	SRINIVASA RAO CHANDAVARAPU	ITO(INV), O/O ADDL. DIT(INV.) UNIT-IV, VIJAYAWADA	ITO(ReAC)(AU)- 1(4)(4), HYDERABAD	VIJAYAWADA
43	RAJESH KUMAR	ITO(HQRS)-II, O/o PR.CIT-3, HYDERABAD	ITO(ReAC)(AU)- 1(4)(5), HYDERABAD	HYDERABAD
44	SRILAKSHMAMMA PALADUGU	ITO, WARD-1(2), HYDERABAD	ITO(ReAC)(AU)- 2(1)(4), HYDERABAD	HYDERABAD
45	VIJAYA KUMAR SIDDAM	ITO(ReAC)(Verification Unit)-2(1)(2), HYDERABAD	ITO(ReAC)(AU)- 2(1)(5), HYDERABAD	HYDERABAD
46	MAGENDRA KUMAR PARTHASARATHY	ITO(ReAC)(Verification Unit)-2(1)(3), HYDERABAD	ITO(ReAC)(AU)- 2(1)(6), HYDERABAD	HYDERABAD
47	KAVERI RAMAVATH	ITO, WARD-12(2), HYDERABAD	ITO(ReAC)(AU)- 2(2)(4), HYDERABAD	HYDERABAD
48	SARALA BASAVARAJU	ITO, WARD-12(3), HYDERABAD	ITO(ReAC)(AU)- 2(2)(5), HYDERABAD	HYDERABAD
49	VIJAYALAKSHMI BANNOOTH	ITO, WARD-12(4), HYDERABAD	ITO(ReAC)(AU)- 2(2)(6), HYDERABAD	HYDERABAD
50	PAOKHOLEN MISAO	ITO(OSD)(FIN), O/o PR.CCIT, HYDERABAD	ITO(ReAC)(AU)- 2(3)(3), HYDERABAD	HYDERABAD
51	PRASOONAMBA VAKKALAGADDA	ITO, WARD-12(5), HYDERABAD	ITO(ReAC)(AU)- 2(3)(4), HYDERABAD	HYDERABAD
52	SRINIVASA RAO TUMMALAPALLI	ITO, WARD-4(2), HYDERABAD	ITO(ReAC)(AU)- 2(3)(5), HYDERABAD	HYDERABAD
53	VIVEK KUMAR SINHA	ITO, WARD-4(3), HYDERABAD	ITO(ReAC)(AU)- 2(3)(6), HYDERABAD	HYDERABAD

54	MURALI KRISHNA RAO T	ITO, WARD-4(4), HYDERABAD	ITO(ReAC)(AU)- 2(4)(4), HYDERABAD	HYDERABAD
55	GRANDHI MURALI KRISHNA	ITO(OSD), INCOME TAX OFFICE, NARASARAOPET	ITO(ReAC)(AU)- 2(4)(5), HYDERABAD	NARSARAOPET
56	SHOBA VINEELA PEERIGA	TRO-6, O/O PRCIT-6, HYDERABAD	ITO(ReAC)(AU)- 2(4)(6), HYDERABAD	HYDERABAD
57	SRINIVAS RAO KANAMARLAPUDI	ITO(HQRS)-I, O/o PR.CIT-3, HYDERABAD	ITO(HQRS), O/O PR.CIT(ReAC)(AU)-3, HYDERABAD	HYDERABAD
58	NAVEEN KUMAR GAJADI S	ITO, WARD-2, NIZAMABAD	ITO(ReAC)(AU)- 3(1)(3), HYDERABAD	NIZAMABAD
59	SETHUMATHI MOHAN	TRO-7, O/O PRCIT-7, HYDERABAD	ITO(ReAC)(AU)- 3(1)(4), HYDERABAD	HYDERABAD
60	P MANOJ KUMAR	ITO(OSD), O/O ADDL. CIT(IT), HYDERABAD	ITO(ReAC)(AU)- 3(1)(5), HYDERABAD	HYDERABAD
61	BIRAJA SANKAR PADHI	ITO, WARD-2, WARANGAL	ITO(ReAC)(AU)- 3(1)(6), HYDERABAD	HYDERABAD
62	RAMESH BABU N	ITO, WARD-17(2), HYDERABAD	ITO(ReAC)(AU)- 3(2)(3), HYDERABAD	HYDERABAD
63	VENKATA CHINNA SRINIVASA RAO G	ITO, WARD-1, KARIMNAGAR	ITO(ReAC)(AU)- 3(2)(4), HYDERABAD	HYDERABAD
64	SYAMA SUNDARAM KAKARAPARTHI	ITO, WARD-2(2), HYDERABAD	ITO(ReAC)(AU)- 3(2)(5), HYDERABAD	HYDERABAD
65	PRAMOD KUMAR SINGH	ITO, WARD-2(4), HYDERABAD	ITO(ReAC)(AU)- 3(2)(6), HYDERABAD	HYDERABAD
66	DHEERAJ KUMAR	ITO, WARD-8(2), HYDERABAD	ITO(ReAC)(AU)- 3(3)(2), HYDERABAD	HYDERABAD
67	PANI KATTAN DORA CHINTA	ITO(AIU), O/O PDIT(INV), HYDERABAD	ITO(ReAC)(AU)- 3(3)(3), HYDERABAD	HYDERABAD
68	MOHANA MURALI SRIKHAKOLANU	ITO, WARD-3, KHAMMAM	ITO(ReAC)(AU)- 3(3)(4), HYDERABAD	KHAMMAM
69	SIVA RAMA KRISHNA VISHNUBHATLA	ITO(HQRS)-II, O/o PR.CIT-5, HYDERABAD	ITO(ReAC)(AU)- 3(3)(5), HYDERABAD	HYDERABAD
70	SHYAMALA RANI SAHUKARI	ITO, WARD-13(4), HYDERABAD	ITO(ReAC)(AU)- 3(3)(6), HYDERABAD	HYDERABAD
71	AMIT BISWAS	ITO, WARD-8(3), HYD	ITO(ReAC)(AU)- 3(4)(2), HYDERABAD	HYDERABAD
72	VENKATA SATYA MAHADEVAN MANTHA	ITO, WARD-15(2), HYDERABAD	ITO(ReAC)(AU)- 3(4)(3), HYDERABAD	HYDERABAD
73	ANAND VARDHAN AVVARI	ITO(HQRS), O/O PR.CIT(ReAC), HYDERABAD-1	ITO(ReAC)(AU)- 3(4)(4), HYDERABAD	HYDERABAD
74	SHIVAJI YADAV JOGAM	ITO, WARD-16(2), HYDERABAD	ITO(ReAC)(AU)- 3(4)(5), HYDERABAD	HYDERABAD

75	NARENDRA PAL SINGH	ITO, WARD-16(4), HYDERABAD	ITO(ReAC)(AU)- 3(4)(6), HYDERABAD	HYDERABAD
76	MD RASHID EQBAL	ITO(HQRS)-I, O/o PR.CIT, HYDERABAD- 5	ITO(HQRS), O/O PR.CIT(ReAC)(AU)-4, HYDERABAD	HYDERABAD
77	MAHENDER BELLAMKONDA	ITO, WARD-2, MAHABOORNAGAR	ITO(ReAC)(AU)- 4(1)(2), HYDERABAD	MAHABOOB NAGAR
78	PRIYA TOMAR	ITO, WARD-5(2), HYDERABAD	ITO(ReAC)(AU)- 4(1)(3), HYDERABAD	HYDERABAD
79	SAI KUMARI UPADRASTA	ITO, WARD-6(1), HYDERABAD	ITO(ReAC)(AU)- 4(1)(4), HYDERABAD	HYDERABAD
80	SUNIL KUMAR MISHRA	ITO, WARD 9(4), HYDERABAD	ITO(ReAC)(AU)- 4(1)(5), HYDERABAD	HYDERABAD
81	KEDAS PRASAD	ITO, WARD-2, ANANTAPUR	ITO(ReAC)(AU)- 4(1)(6), HYDERABAD	ANANTAPUR
82	RAMALAKSHMANNA BANETI	ITO, WARD-2, PRODDATUR	ITO(ReAC)(AU)- 4(2)(2), HYDERABAD	PRODDATUR
83	NARASIMHARAO N V L	ITO, WARD-2(4), VIJAYAWADA	ITO(ReAC)(AU)- 4(2)(3), HYDERABAD	VIJAYAWADA
84	PRABHU NARASIMHA KUMAR SUBRAVETI	ITO(ReAC)(AU)- 1(1)(2), HYDERABAD	ITO(ReAC)(AU)- 4(2)(4), HYDERABAD	NANDYAL
85	VENKATA RAMANA POLA	ITO, WARD-2, KADAPA	ITO(ReAC)(AU)- 4(2)(5), HYDERABAD	KADAPA
86	JAGADISH SATULURI	ITO, WARD-1, NELLORE	ITO(ReAC)(AU)- 4(2)(6), HYDERABAD	NELLORE
87	SAMBASIVA RAO M	ITO, WARD-3, NELLORE	ITO(ReAC)(AU)- 4(3)(2), HYDERABAD	NELLORE
88	SARATH BABU KUNCHAM	ITO, WARD-4, NELLORE	ITO(ReAC)(AU)- 4(3)(3), HYDERABAD	NELLORE
89	SREEKANTH K C	ITO, WARD-2, CHITTOOR	ITO(ReAC)(AU)- 4(3)(5), HYDERABAD	CHITTOOR
90	HARI KRISHNA KUNDE	ITO, WARD-10(4), HYDERABAD	ITO(ReAC)(AU)- 4(3)(6), HYDERABAD	HYDERABAD
91	MOHAN RAO PINJERLA	ITO, WARD-2, ONGOLE	ITO(ReAC)(AU)- 4(4)(2), HYDERABAD	ONGOLE
92	ANKAMMA RAO PALAPARTHI	ITO, WARD-2(2), GUNTUR	ITO(ReAC)(AU)- 4(4)(3), HYDERABAD	GUNTUR
93	SURESWARI MULLAPUDI	ITO, WARD-1, BHIMAVARAM	ITO(ReAC)(AU)- 4(4)(4), HYDERABAD	BHIMAVARAM
94	SATYA SRINIVAS MYDAVOLU	ITO, WARD-1(2), GUNTUR	ITO(ReAC)(AU)- 4(4)(5), HYDERABAD	GUNTUR
95	MURTHY R S R	ITO, WARD-2, TANUKU	ITO(ReAC)(AU)- 4(4)(6), HYDERABAD	TANUKU
96	RAMAKRISHNA NETHI	ITO(HQRS)-I, O/o PR.CIT, HYDERABAD- 6	ITO(HQRS), O/O PR.CIT(ReAC)(VU)-1, HYDERABAD	HYDERABAD

*MAHENDRA PAL SINGH*  
10/07/2020

97	DURGA PRASAD DASH	ITO, WARD-11(3), HYDERABAD	ITO(ReAC)(VU)- 1(1)(2), HYDERABAD	HYDERABAD
98	VENKATA SUBRAHMANYAM GADDAMADUGU	ITO, WARD-3(2), HYDERABAD	ITO(ReAC)(VU)- 1(1)(3), HYDERABAD	HYDERABAD
99	AMARNATH TANIKEDAR	TRO-3, O/O PRCIT-3, HYDERABAD	ITO(ReAC)(VU)- 1(1)(4), HYDERABAD	HYDERABAD
100	PRAKASHAM DUMPALAGADDA	ITO, WARD-1(4), TIRUPATI	ITO(ReAC)(VU)- 1(1)(5), HYDERABAD	TIRUPATI
101	PAULIANHANG	ITO, WARD-3, WARANGAL	ITO(ReAC)(VU)- 1(1)(6), HYDERABAD	WARANGAL
102	VENKATA SATYA JOGA RAO BHAMIDIPATI	ITO, WARD-1(3), HYDERABAD	ITO(ReAC)(VU)- 1(2)(2), HYDERABAD	HYDERABAD
103	VENKATESWARA RAO DEVARAPALLI	ITO, WARD-1(4), HYDERABAD	ITO(ReAC)(VU)- 1(2)(3), HYDERABAD	HYDERABAD
104	MANOHAR M POULDAS	ITO, WARD-10(1), HYDERABAD	ITO(ReAC)(VU)- 1(2)(4), HYDERABAD	HYDERABAD
105	MANISH KAMAL	ITO, WARD-13(2), HYDERABAD	ITO(ReAC)(VU)- 1(2)(6), HYDERABAD	HYDERABAD
106	ABHISHEK KUMAR JHA	ITO, WARD-3, KARIMNAGAR	ITO(ReAC)(VU)- 1(3)(2), HYDERABAD	KARIMNAGAR
107	KANAKA DURGA GHATTY	ITO, WARD-3(2), VIJAYAWADA	ITO(ReAC)(VU)- 1(3)(3), HYDERABAD	VIJAYAWADA
108	RAMESH PORANDLA	ITO(HQRS)-II, O/o PRCIT-6, HYDERABAD	ITO(ReAC)(VU)- 1(3)(4), HYDERABAD	HYDERABAD
109	ABHISHEK SHUKLA	ITO, WARD-3, NIZAMABAD	ITO(ReAC)(VU)- 1(3)(5), HYDERABAD	NIZAMABAD
110	SILVAN RAJU KURUGUNTALA	ITO(HQ)-II, O/o PRCIT, VIJAYAWADA	ITO(ReAC)(VU)- 1(3)(6), HYDERABAD	VIJAYAWADA
111	KALLURU VEERABHADHRA SATYANARAYANA RAO	ITO(HQRS)-I, O/o PRCIT-7, HYDERABAD	ITO(HQRS), O/O PR.CIT(ReAC)(RU)-1, HYDERABAD	HYDERABAD
112	V K VARAPRASAD GANDIKOTA	ITO(HQRS)-II, O/o PRCIT-7, HYDERABAD	ITO(ReAC)(RU)-1(1)(3), HYDERABAD	HYDERABAD
113	N NARASIMHA CHARY	ITO, WARD-14(4), HYDERABAD	ITO(ReAC)(RU)-1(1)(4), HYDERABAD	HYDERABAD
114	VINOD KUMAR R V	ITO, WARD-17(1), HYDERABAD	ITO(ReAC)(RU)-1(1)(5), HYDERABAD	HYDERABAD
115	PRAMILA P K	ITO, WARD-6(2), HYDERABAD	ITO(ReAC)(RU)-1(2)(3), HYDERABAD	HYDERABAD
116	VENKATESWARA RAO BODDU	ITO, WARD-9(3), HYDERABAD	ITO(ReAC)(RU)-1(2)(4), HYDERABAD	HYDERABAD
117	PRAFUL RAJ MATTA	ITO, WARD-2(3), HYDERABAD	ITO(ReAC)(RU)-1(2)(5), HYDERABAD	HYDERABAD

*M. Rama*  
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118	RAMESH MUKKU	ITO, WARD-6(4), HYDERABAD	ITO(ReAC)(RU)-1(3)(3), HYDERABAD	HYDERABAD
119	PARTHASARATHY NAMBI	ITO, WARD-10(2), HYDERABAD	ITO(ReAC)(RU)-1(3)(4), HYDERABAD	HYDERABAD
120	SRIDHAR DOMMETI	ITO, WARD-10(3), HYDERABAD	ITO(ReAC)(RU)-1(3)(5), HYDERABAD	HYDERABAD
121	RAVI JOGA RAO SAMBHARA	ITO(HQ)(TECH), O/o CCIT, VISAKHAPATNAM	ITO(HQRS),O/O CCIT (ReAC), VISAKHAPATNAM	VISAKHAPATNAM
122	SRINIVASA RAO NANDURI	ITO(HQ)-I, O/o PRCIT- 2, VISAKHAPATNAM	ITO(HQRS), O/O PR.CIT(ReAC)(AU)-1, VISAKHAPATNAM	VISAKHAPATNAM
123	MOHAMMAD SAYED BAJI	ITO, WARD-3(2), VISAKHAPATNAM	ITO(ReAC)(AU)- 1(1)(2), VISAKHAPATNAM	VISAKHAPATNAM
124	TULASIDAS KONDRU	ITO, WARD-1(2), VISAKHAPATNAM	ITO(ReAC)(AU)- 1(1)(3), VISAKHAPATNAM	VISAKHAPATNAM
125	NAVEEN KUMAR MULAKALA	ITO, WARD-1(3), VISAKHAPATNAM	ITO(ReAC)(AU)- 1(1)(4), VISAKHAPATNAM	VISAKHAPATNAM
126	LALITH KUMAR KALWANI	ITO, WARD-1(5), VISAKHAPATNAM	ITO(ReAC)(AU)- 1(1)(6), VISAKHAPATNAM	VISAKHAPATNAM
127	BHAVANARAYANA M V N S	ITO, WARD-2, VIZIANAGARAM	ITO(ReAC)(AU)- 1(2)(2), VISAKHAPATNAM	VIZIANAGARAM
128	VENKATA RAMANA MURTHY JADDADA	ITO, WARD-4(3), VISAKHAPATNAM	ITO(ReAC)(AU)- 1(2)(4), VISAKHAPATNAM	VISAKHAPATNAM
129	RENUKA DEVI NAVUNDRU	ITO, WARD-4(4), VISAKHAPATNAM	ITO(ReAC)(AU)- 1(2)(5), VISAKHAPATNAM	VISAKHAPATNAM
130	SRINIVASA RAO NEMANI	ITO, WARD-4(5), VISAKHAPATNAM	ITO(ReAC)(AU)- 1(2)(6), VISAKHAPATNAM	VISAKHAPATNAM
131	NAGA SURYA RAO VENTRAPRAGADA	ITO, WARD-2, SRIKAKULAM	ITO(ReAC)(AU)- 1(3)(3), VISAKHAPATNAM	SRIKAKULAM
132	UMA SRINIVAS AGNOOR	ITO, WARD-4(1), VISAKHAPATNAM	ITO(ReAC)(AU)- 1(3)(4), VISAKHAPATNAM	VISAKHAPATNAM
133	PRABIR KUMAR PAUL	ITO, WARD-4(2), VISAKHAPATNAM	ITO(ReAC)(AU)- 1(3)(5), VISAKHAPATNAM	VISAKHAPATNAM
134	VEERABHADRACHARI M V	ITO, WARD-2(3), RAJAHMUNDRY	ITO(ReAC)(AU)- 1(4)(2), VISAKHAPATNAM	RAJAHMUNDRY

*Handwritten signature and date: 16/07/2020*

135	PRAKASH PATNAIK K S	ITO, WARD-2, AMALAPURAM	ITO(ReAC)(AU)- 1(4)(3), VISAKHAPATNAM	AMALAPURAM
136	MULUKUTLA VENKATA RAMANA	ITO, WARD-2, KAKINADA	ITO(ReAC)(AU)- 1(4)(4), VISAKHAPATNAM	KAKINADA
137	MOHAMMAD RIYAZ	TRO, O/O PRCIT, GUNTUR	ITO(ReAC)(AU)- 1(4)(5), VISAKHAPATNAM	GUNTUR
138	VENKATA RAMACHANDRA PANCHAKARLA	TRO, O/O PRCIT, VIJAYAWADA	ITO(ReAC)(AU)- 1(4)(6), VISAKHAPATNAM	VIJAYAWADA
139	KISHORE KUMAR J G S	ITO(HQ)-I, O/O PRCIT, GUNTUR	ITO(HQRS), O/O PR.CIT(ReAC)(VU)-1, GUNTUR	GUNTUR
140	VENKATA RAMANA REDDY TONDAPU	ITO, WARD-3, KAKINADA	ITO(ReAC)(VU)- 1(1)(2), GUNTUR	KAKINADA
141	ANKINEEDU PRASAD BABU BODDU	ITO(HQ)-II, O/O PRCIT, GUNTUR	ITO(ReAC)(VU)- 1(1)(3), GUNTUR	GUNTUR
142	PURNACHANDRA SEKHAR KOTA	ITO, WARD-1(3), VIJAYAWADA	ITO(ReAC)(VU)- 1(1)(4), GUNTUR	VIJAYAWADA
143	JYOTSNA SINGIREDDY	ITO, WARD-14(3), HYDERABAD	ITO(ReAC)(VU)- 1(1)(5), GUNTUR	HYDERABAD
144	SUBRAMANYAM M V B	ITO(HQ)(PR & COORD), O/o CCIT, VISAKHAPATNAM	ITO(ReAC)(VU)- 1(2)(2), GUNTUR	VISAKHAPATNAM
145	RAMA PRASAD NALLAJARLA	ITO, WARD-2, ELURU	ITO(ReAC)(VU)- 1(2)(4), GUNTUR	ELURU
146	SUBRAHMANYAM PONUGUPATI	ITO, WARD-1(1), GUNTUR	ITO(ReAC)(VU)- 1(2)(5), GUNTUR	GUNTUR
147	KISHORE DHULIPUDI	ITO, WARD-1(2), VIJAYAWADA	ITO(ReAC)(VU)- 1(2)(6), GUNTUR	VIJAYAWADA
148	TIRUMALA DEVI CH	ITO, WARD-3(5), VIJAYAWADA	ITO(ReAC)(VU)- 1(3)(2), GUNTUR	VIJAYAWADA
149	SATHANAND KUMAR M	ITO, WARD-2, KURNOOL	ITO(ReAC)(VU)- 1(3)(3), GUNTUR	KURNOOL
150	S LEELA NAGA PADMINI	TRO(CENTRAL), VISAKHAPATNAM	ITO(ReAC)(VU)- 1(3)(5), GUNTUR	VIJAYAWADA
151	DURGANAND DASAMANTARAO S	ITO(HQ)-II, O/o PRCIT- 2, VISAKHAPATNAM	ITO(ReAC)(VU)- 1(3)(6), GUNTUR	VISAKHAPATNAM
152	SATYA KRISHNA KUMARI RAVELLA	ITO(ReAC)(AU)- 2(3)(3), HYDERABAD	ITO(OSD)(FIN), O/o PR.CCIT, HYDERABAD	HYDERABAD
153	MADHUSUDHANA RAO A	ITO, WARD-11(4), HYD	ITO(TDS)(OSD)-4, HYDERABAD	HYDERABAD
154	RAMANA MURTHY GUDAVALLI	ITO(HQRS)-I, O/o PR.CIT-2, HYDERABAD	ITO(OSD), O/O PRDIT(INV), HYDERABAD	HYDERABAD

2. The following officers shall hold the Protocol duties at following stations as mentioned below in addition their substantial charge immediately and until further orders

SNo	Name of the Officer (S/Sri/mt)	Substantial charge	Details of Protocol duties
1.	RANGA REDDY MUDIMELA	TRO, O/O CIT, TIRUPATI	Protocol duties at Tirupati
2.	SUBRAHMANYAM D V	ITO(HQ), O/o CCIT(ReAC), VIJAYAWADA	Protocol duties at Vijayawada
3.	RAVI JOGA RAO SAMBHARA	ITO(HQ), O/O CCIT(ReAC), VISAKHAPATNAM	Protocol duties at Visakhapatnam

3. The Officers 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.

4. The officers whose names are mentioned in this order are required to submit the pendency of significant actions (as per template attached) and ensuring hand over of seized / impounded documents to the relevant Residuary officer for their erstwhile Ward before they relinquish their charges.

5. The Pr.CsIT/Pr.DIT/DsIT/CsIT shall ensure that proper handing/taking over of records (as per template attached) is completed by **24/09/2020**. A compliance report in this regard should be submitted to the O/o.Pr.CCIT, AP & TS, Hyderabad by **30/09/2020** positively.

6. All the above mentioned officers should be relieved by **24/09/2020** positively. The Heads of Offices concerned are requested to ensure that the officers under order of transfer submit their self appraisal and/or report/review of APARs for the year 2019-20/part APAR for the current year before handing over the charge. The compliance report regarding relieving/joining of the above officers may be forwarded to the O/o.Pr.CCIT, AP & TS, Hyderabad by **30/09/2020** positively.

7. The respective Principal Commissioners / Commissioners / Principal Directors / Directors of Income Tax shall make necessary additional charge arrangements for the vacant posts in their jurisdiction.

8. All representation received, stands disposed off.

9. This order is issued with the prior approval of the Pr.CCIT, AP&TS.

11. Hindi version follows.

Sd/-

(PEEYUSH SONKAR)

Commissioner of Income Tax(Admn. & TPS),  
Andhra Pradesh & Telengana.

**Copy to:**

1. The Officers concerned.
2. The CCsIT, Hyderabad/ Vijayawada / Visakhapatnam and DGIT(Inv.), Hyderabad.
3. All the Pr.CsIT/CsIT/Pr.DsIT/DsIT in AP & Telengana Region.
4. All the Heads of Offices in A.P. & Telengana Region.
5. The AD(OL), Hyderabad for preparation of Hindi version.
6. The Secretary – IRS Officers Association/ITGOA, AP & TS Unit/ITSEWA, ITOBC Association, Hyderabad.
7. The ZAO, CBDT, Hyderabad,

*MAHAWATI*  
*24/09/2020*

8. The Stock file/Personal file/Data Base File.
9. All the Sections in Pr.CCIT's Office in Hyderabad.

*M.M.M.*  
*16/09/2020*

(Dr.M. MOHAN BABU)  
Deputy Commissioner of Income tax  
(HQrs)(Admn), Hyderabad.

## Template for Handing Over Note

The Assessing Officers should prepare a **detailed Handing-Over Note** containing all the time-barring actions including the following areas of work:

- (i) Scrutiny Assessments of all categories with date on which the assessment is getting barred by limitation(Time-barring date)
- (ii) Penalties of all categories
- (iii) Retention of books/documents
- (iv) Various Registers maintained in the respective Circle/Ward with status of updation
- (v) Survey Folders and status of submission of preliminary and final survey reports to higher authorities
- (vi) Dossier reports/folders
- (vii) RAP/IAP objections including status of remedial action
  
- (viii) Status of pending Scrutiny Reports on CIT(A)/ITAT/High Court orders
- (ix) Status of pending rectification applications and consequential orders
- (x) Status of pending grievances in E-nivaran and CPGRAMS
- (xi) Status of Action Plan Targets in respect of various areas of work as per Central Action Plan
- (xii) Report called for by the Pr.CCIT(vide letter dated 7.7.2020) with regard to Cases identified for Vivad-Se-Viswas Scheme.
- (xiii) Information received from various Directorates of the department and Other Offices including status of action taken/to be taken on such information.
- (xiv) Any other matter pending in the respective Circle/Ward which needs to be brought to the notice of the incumbent officer.
- (xv) Details of prosecution cases – Launched, proposals pending & compounding.
- (xvi) Number of pending cases U/s.263, 264
- (xvii) TRC's pending with TRO
- (xviii) Disciplinary cases pending & Court cases pending.