



**Office of the Principal Chief Commissioner of Income Tax,
Andhra Pradesh & Telangana,
10th Floor, Income Tax Towers, AC Guards, Hyderabad – 500 004,
Tel. No. 040 – 23425474 , Fax 23241427 Fax:040 23240403**

F. No. Pr.CCIT/Estt/19(a)/Trng/ITI/2018-19

Date:25/01/2019

MEMORANDUM

Sub: Establishment – Income Tax Department, Andhra Pradesh, Hyderabad – All India Seminar on Management and Soft Skill for two days from 07.02.2019 to 08.02.2019 for the rank of Income tax Inspectors – at DTRTI, Lucknow – Nomination of officials – Regarding.

Ref: Letter in F.No.RTIL/C-46/2018-19/2533 Dt.09.01.2019.

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The officials as per the **Annexure** are hereby nominated for the above mentioned course to be held at DTRTI, Lucknow.

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 of 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 (CCA) desires that the officials sponsored for training should not apply for leave during this period. If any of the officials 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 officials is under orders of transfer from the present office, or any particular official has not reported for duty at the place of posting, he/she should invariably attend the training course.
5. The official who require queries regarding the course and related assistance in respect of stay arrangements at DTRTI, Lucknow, have to apply online by sending an e-mail to DTRTI, Lucknow, at luckrti.dd4@nadt.gov.in or Contact Mob No.(8005445397/8601866345).
6. It is noticed that officials who are nominated for course are filing representations seeking exemptions from attending the training citing various reasons. In this regard the officials concern may note that unless there is communication from this office regarding cancellation their nomination for the training courses, the officials 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.**


(SUBRAHMANYAM TOTA)
Deputy Commissioner of Income Tax
(Hqrs) (Admn.)
O/o Pr. CCIT, A.P. & Telangana.

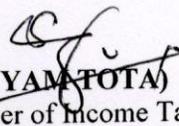
Encl: Annexure.

Copy to :

1. The official concerned through the Head of Office.
2. The Course Director, DTRTI, 'Pragya' Vibhuti Khand, Gomti Nagar, Lucknow.
3. The Head of Office Concerned.

ANNEXURE
LIST OF INSPECTORs of INCOME TAX NOMINATED FOR
Course All India Seminar on Management and Soft Skill for the rank of Income Tax Inspectors
07/02/2019 to 08/02/2019
at DTRTI, Lucknow.

Sr. No.	Name of the Participants and Desig.	Place of posting	Mob. No.	Employee ID	Deptt. E-mail ID
1	SMT. VAJRESHWARI GUDLADONA, ITI	DGIT(INV), HYDERABAD	8985971209	U147706	Vajreshwari.gudladona@incometax.gov.in
2	SRI. ANILA PHANI KUMAR P, ITI	DGIT(INV), HYDERABAD	8985971097	U111609	anilpendyala@gmail.com
3	SRI. K SESH KUMAR, ITI	DCIT-CC-3(3), HYDERABAD	8985971194	U116211	Sesh.kumar.k@incometax.gov.in
4	SRI. K SRINIVAS, ITI	DCIT-CC-3(3), HYDERABAD	9963661954		kurdhulasrinivas@gmail.com


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