



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
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F.No.Pr.CCIT/Estt/19(14)/2020-21

Date: 26.10.2020

MEMORANDUM

Sub: Establishment - I.T Department, Hyderabad – An online Refresher Course for Stenographers from **02-11-2020 to 13-11-2020** - Nomination of candidates – Regarding.

The officials as per the **ANNEXURE** are hereby nominated for the above mentioned **online** course to be held from **02-11-2020 to 13-11-2020**.

The concerned Heads of Office are directed to relieve the officials so as to enable them to attend the training.

The Principal Chief Commissioner desires that the officials sponsored for training should not apply for leave during this period. It is needless to emphasize that the trainees should avoid going on leave during the training 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.

In view of present restrictions to contain spread of COVID -19 and under the directions of DTRTI Bengaluru, this unit has planned an Online Refresher Course for Stenographers (who have completed 4 years of service) from 02-11-2020 to 13-11-2020 through online mode of two sessions of 1 ½ Hrs each daily for ten days. The platform being used for delivery of live online classes is MS TEAMS (Microsoft Inc.). The application is available in Google Play and App Store of Apple products in Mobile Phones. Both Windows & IOS of desktop/ laptops/tabs will support the application. The configuration of Windows 10 & above is compatible for running the application. To access the above said live classes the user has to install and login through Mobile Phone/ Computer System to attend the online Lectures. The Link & credentials for joining lecture and schedule for the courses being conducted will be periodically shared with participants through email or SMS or Whatsapp by the MSTU, Hyderabad. The officials whose Email IDs/Mobile No.s are not displayed in the annexure shall contact the officials of **MSTU, Hyderabad; Sri N. Nagi Reddy, ITI (8985972049) and Sri Subroto Biswas, OS(8985971745)** for link and credentials to attend the online classes.

It is noticed that officials nominated for training courses are seeking exemption from attending the training citing various reasons. In this regard, it may be noted that the officials who have already attended training should invariably attend. The officials filing representations for cancellation of nominations should attend the training invariably unless there is a communication from this office regarding cancellation of their nomination for the training.

B. Srinivas Rao
26/10/2020

(B. SRINIVASA RAO)

आयकर उपायुक्त (मुख्या)(प्रशासन)

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

प्रधान मुख्य आयकर आयुक्त का कार्यालय
O/o. Pr.CCIT, AP & TS, Hyderabad.

Copy to:

1. The officials concerned through their Heads of office.
2. The Heads of office concerned
3. The ITO(MSTU), Hyderabad.

ANNEXURE

Sl No.	Name	Employee ID	Designation	OFFICE	CONTACT NO	MAIL-ID
1	GUNTUPALLI VENKATA PAVAN KUMAR	179109	STENO, GR-I	CIT (APPEALS UNIT)-1, GUNTUR	8985970367	g.venkata.pavan.kumar@incometax.gov.in
2	CHALLAPALLI NEEHARIKA	173998	STENO, GR-II	PR.CIT, GUNTUR	8985970609	neeharika.challapalli@incometax.gov.in
3	K. SAI SANDEEP	164737	STENO, GR-I	ADDL.CIT (EXEMPTIONS), HYDERABAD	8985972380	saisandeep.k@incometax.gov.in
4	VENKATA KIRAN KUMAR MUTYALA	168083	STENO, GR-II	Addl.CIT, RANGE-1, HYDERABAD	8985970552	venkata.k.mutyala@incometax.gov.in
5	VISU P	174172	STENO, GR-II	Addl.CIT, RANGE-1, HYDERABAD	7794850164	
6	RAMESH RAJASEKAR	174131	STENO, GR-II	ADDL.CIT, RANGE-13, HYDERABAD	8919634675/8919634575	
7	R. AMRUTHA VANI	163210	STENO, GR-I	Addl.CIT, RANGE-6, HYDERABAD	8985972134	
8	GAURAV KUMAR YADAV	180724	STENO, GR-II	ADDL.CIT, RANGE-8, HYDERABAD	8985971892	gauravkumar.yadav@incometax.gov.in
9	NAVEEN	173400	STENO, GR-II	ADDL.CIT, RANGE-8, HYDERABAD	8985971846	
10	JAYA PRAKASH G	163246	STENO, GR-I	ADDL.CIT, RANGE-9, HYDERABAD	8985970575	jayaprakash.g@incometax.gov.in
11	DHARMENDRA SINGH	171400	STENO, GR-II	ADDL.CIT, TDS RANGE - 2, HYDERABAD	8985971490	
12	GYANENDRA KUMAR GUPTA	181635	STENO, GR-II	ADDL.CIT,(TP), HYDERABAD	7652001984	gyanendrakumar.gupta@incometax.gov.in
13	KAPIL KUMAR(D.O.B-01.01.1992)	172388	STENO, GR-II	CIT (APPEALS UNIT)-3, HYDERABAD	8985971528/9412406294	kapil.kumar2@incometax.gov.in
14	CH.N.A.V.S.R. KRISHNA	167122	STENO, GR-II	CIT (APPEALS UNIT)-4, HYDERABAD	8985971737	krishna.chnavsr@incometax.gov.in
15	HARI SINGH	172387	STENO, GR-II	CIT (APPEALS UNIT)-7, HYDERABAD	8985970632	harisingh92314@gmail.com
16	SREENIVASULU JYOTHI	178181	STENO, GR-II	CIT (APPEALS UNIT)-8, HYDERABAD	8985972013	j.sreenivasulu@incometax.gov.in
17	CHING SUAN NIANG	170413	STENO, GR-II	CIT (APPEALS)-11, HYDERABAD	8985972161	chingsuanniang@incometax.gov.in
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19	PRITY PAL		STENO, GR-II	CIT, (DR)-1 ITAT. A-BENCH, HYDERBAD	8985971966	
20	PANDI RAMESH	174183	STENO, GR-II	PR.CCIT, HYDERABAD	8985971973	ramesh.pandi@incometax.gov.in
21	GANGADHARI MALLESH	174231	STENO, GR-II	PR.CCIT, HYDERABAD	8985972059/9948912103	
22	SAGARAM SREE KRISHNA	174173	STENO, GR-II	PR.CCIT, HYDERABAD	8985972102	
23	K SATHISH KUMAR	181792	STENO, GR-II	PR.CCIT, HYDERABAD	8686173244	sathish09depu@gmail.com
24	N SHRAVAN	174132	STENO, GR-II	PR.CCIT, HYDERABAD	8985972241	shravan.narayanrao@incometax.gov.in
25	MANNURU MAHESH BABU	174130	STENO, GR-II	PR.CCIT, HYDERABAD	8985971959	maheshbabumannuru@incometax.gov.in

26	SHIV KUMAR KHATIK	171174	STENO, GR-II	PR.CCIT, HYDERABAD	8985971984/ 8143135538	
27	NAGENDAR ANANTHULA	163173	STENO, GR-I	PR.CIT (CENTRAL), HYDERABAD	8985970918	nagendar.a@incometax.gov.in
28	RAVI PRATAP SINGH	174189	STENO, GR-II	PR.CIT(ReAC)(RU)-1, HYDERABAD	8400031033	ravipratap.singh@incometax.gov.in
29	ASHOK KUMAR	172978	STENO, GR-II	PR.CIT(ReAC)(VU)-1, HYDERABAD	8985970508	ashokkumar55221@gmail.com
30	KAMAL KUMAR BAIRWA	167123	STENO, GR-II	Pr.CIT(ReAC)-1, HYDERABAD	8985971389	kamal.k.bairwa@incometax.gov.in
31	MANOJ KUMAR	178226	STENO, GR-II	PR.CIT-4, HYDERABAD	8985971878	manoj.kumar49@incometax.gov.in
32	T SAILAJA	171983	STENO, GR-I	CIT (APPEAL UNIT)-1, TIRUPATHI	8985972328	sailaja.march@gmail.com
33	P. PURNA CHANDRA RAO	170487	STENO, GR-II	ADDL.CIT, RANGE-2, VIJAYAWADA	8985970645	
34	GANGA BHAVANI SEELAM	182299	STENO, GR-II	CCIT, ReAC, VIJAYAWADA	8985972009	
35	R VENKATESWARA RAO	164735	STENO, GR-I	CIT (APPEAL UNIT)-1, VIJAYAWADA	8985972339	venkateswara.r.rokkam@incometax.gov.in
36	S.BABU RAO	175570	STENO, GR-I	CIT (TDS), VIJAYAWADA	8985972316	baburao.sriramula@incometax.gov.in
37	MENDI NAGA VENI	172565	STENO, GR-II	JCIT, RANGE-1, VIJAYAWADA	8985971971	
38	KAPIL KUMAR(DOB:10/6/1994)	180908	STENO, GR-II	PR.CIT, VIJAYAWADA	7901599690	kapil.kumar6@incometax.gov.in

B. Srinivasa Rao
 26/11/2024
बी. श्रीनिवास राव, भा.रा.से.
B. SRINIVASA RAO, I.R.S
 आयकर उपकमिश्नर
 Deputy Commissioner of Income Tax
 (मुख्य प्रशा.) / (H.Ora.) (Admn.)
 प्रमुख मु.जा.आ.क कार्यालय २६.११.२०२४
 O/o. Pr. CCIT, A.P. & Telangana