



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, फैक्स/ Fax 040-23241427

F. No.Pr. CCIT/Training/Estt/2018

Date:31.07.2018.

To

All the DCsIT/ACsIT, ITOs
In the AP & TS Region,
Hyderabad.

Sir/Madam,

Sub: All India Course on Management and Soft Skill for two days from 13.08.2018 to 14.08.2018 at DTRTI, Lucknow for officers of the rank of Deputy Commissioners/Assistant Commissioners/Income Tax Officers – calling for willingness - Regarding.

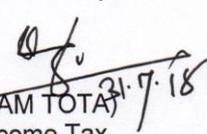
Ref: Letter of DTRTI, Lucknow in F.No.RTIL/Lko/C-19/808, dated 11.07.2018.

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Please refer to the above.

I am directed to forward herewith a copy of the Course programme on All India Course on Management and Soft Skill for two days from 13.08.2018 to 14.08.2018 at DTRTI, Lucknow for officers of the rank of Deputy Commissioners/Assistant Commissioners/Income Tax Officers. I am further directed to inform that the officers who desires to attend the above course programme may inform the undersigned on or before **03.08.2018 at 5:00 PM.**

Yours faithfully,


(SUBRAHMANYAM TOTAJ)
Dy. Commissioner of Income Tax,
(Hqrs)(Admn.),
O/o Pr.CCIT, AP & TS, Hyderabad

Encl: As above

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उप आयकर आयुक्त (यु.) (प्रशा.)
कार्य, प्रशा. म. आ. आ. आ. प्र. व. तेलंगाना
23 JUL 2018
DCIT (H.Qrs.) (Admn.)
Olo. Pr. Chief Commissioner of Income Tax
A. P. & TELANGANA

Handwritten signature

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19 JUL 2018
Olo. Pr. Chief Commissioner of Income Tax
Andhra Pradesh & Telangana, Hyderabad

Direct Taxes Regional Training Institute
'Pragya' Vibhuti Khand, Gomti Nagar, Lucknow
Phone/Fax: (0522) 2720461/2720463/2720628/2720335

F.No. RTIL/ Lko/C-19/2018-19/808

Dated: 11.07.2018

To, *Pr. CCIT, Hyderabad*

All the Principal Chief Commissioners of Income Tax/ All the Principal Director General of Income Tax, Ahmadabad, Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, New Delhi, Guwahati, Hyderabad, Jaipur, Kanpur, Kochi, Kolkata, Lucknow, Mumbai, Nagpur, Pune, Patna. &

All the Chief Commissioners of Income Tax/ All the Director Generals of Income Tax of Metro cities like Mumbai, Kolkata, New Delhi, Chennai, Bangalore and Hyderabad.

Sir/Madam,

Subject: All India Course on Management and Soft Skill for two days from 13.08.2018 to 14.08.2018 for officers of the rank of Deputy Commissioners/Assistant Commissioners/ Income Tax Officers-Regarding

Direct Taxes Regional Training Institute has the pleasure to announce that an All India Course on Management and Soft Skill for two days is being organized at the Institute for two days from 13.08.2018 to 14.08.2018 for the benefit of the Officers of the rank of Deputy Commissioners/Assistant Commissioners/Income Tax Officers of the Department.

This Course proposes to focus attention on a wide variety of Management & Soft Skills like creativity, team building, communication, leadership, time management, excellence, professional approach, service orientation, Ethics and Values etc and includes experience sharing sessions also.

DCIT (Admn)

(4)

Officers of the above rank who are desirous of attending the said course may kindly send their request letter to the respective administrative Principal CCIT/DGIT to get themselves nominated for the said course or contact us for support.

This Institute has been designated by the National Academy of Direct Taxes, Nagpur as the Centre of excellence in respect of Course on Management and Soft Skills for the officers of the Income Tax Department of the entire country and mandated with the said responsibility. Our Courses have been widely appreciated for the quality of content and execution.

It is, therefore, requested to kindly nominate a minimum two (2) and maximum of Five (5) officers of the above mentioned ranks at the earliest by **19.07.2018** and send us the nomination at luckrti.dd4@nadt.gov.in or luckrti.aad3@nadt.gov.in and Fax 0522-2720461, 2720628, 2720338 along with the mobile number and e-mail ID of the respective nominated officers. The nominated officers may make queries regarding the course and related assistance in respect of stay arrangements, at the following numbers:

- Shri Nagendra Dixit, Deputy Director IV, Cell **8005447152**
luckrti.dd4@nadt.gov.in
- Shri V.N. Singh, Addl. Asstt. Director **8005446219**
luckrti.aad3@nadt.gov.in
- Shri Ram Akshyvar Gupta, Addl. Asstt. Director, **8005445397**
luckrti.aad4@nadt.gov.in
- Shri Prashant Kumar Mishra, Income Tax Inspector, **8601866345**
luckrti.iti4@nadt.gov.in

Yours faithfully,

(Nagendra Dixit)
Dy. Director-IV
DTRTI, Lucknow