



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/ 10<sup>TH</sup> 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, AP&TS/Estt/Gr.B,Training/2018-19

Date:10/12/2018

**MEMORANDUM**

Sub: Establishment – IT Department, AP & TS –Orientation Course for Newly Promoted Administrative Officers from 17.12.2018 to 4.01.2019 – Nomination of officers - Regarding.

Ref: 1. Letter in F.No.39/Plan/DTRTI/BNG/2018-19, dated 03.12.2018, received from the DTRTI, Bangalore.

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The following newly promoted Administrative Officers as per Annexure are hereby nominated for the Orientation Course for Newly Promoted Administrative Officers from 17.12.2018 to 4.01.2019 at DTRTI, Bangalore.

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 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 officers sponsored for training should not apply for leave during this period. If any of the officer 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 officer is under orders of transfer from the present office, or any particular officer has not reported for duty at the place of posting, he/she should invariably attend the training course.

5. The officers who require hostel accommodation at DTRTI have to apply online in advance (three days before arrival date) by sending an e-mail to DTRTI at [facultydtrtibng@gmail.com](mailto:facultydtrtibng@gmail.com). For any further queries regarding the Course and any assistance, the officers may contact:

- (a) Shri M. S. Ramesh, Additional Assistant Director (Trg)-2, DTRTI, Bengaluru , Contact No. 9449833641 and email- aad2.dtrti.blr@gmail.com
- (b) Smt Shailaja, ITI, DTRTI, Bangalore, Mob.No.8762302050

6. The officers nominated for the training are directed to make return journey arrangements i.e. 4.01.2019, only after 6:00PM on the day of training.

7. It is noticed that officers who are nominated for course are filing representations seeking exemptions from attending the training citing various reasons. In this regard the officers concern may note that unless there is communication from this office regarding cancellation their nomination for the training courses, the officers 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)(Admin.),Hyderabad

Copy to:

1. All the Officers concerned through Head of Office.
2. The Addl.Director General (Trg.), Direct Taxes Regional Training Institute, Plot No.17, Near HMT Watch Factory, Jalahalli, BANGALORE 560 013
3. The Head of Office concerned.

**ANNEXURE**

Sr.No.	Emp. No.	Name	Rank	Office	Mobile No.
1	117370	MAHENDER BABU S R	AO GR-III	CIT(A), KURNOOL	8985971375
2	160746	CHIRANJEEVI NARAVA	AO GR-III	CIT(A), RAJAHMUNDRY	8985971313
3	117623	SATYA NARAYANA GOLLA V S V	AO GR-III	CIT(A)-1, GUNTUR	8985971337
4	143230	NEELIMA T	AO GR-III	CIT(A)-1, HYDERABAD	8985971253
5	117878	VENKATA RAMANA PATNAIKUNI	AO GR-III	CIT(A)-1, VISAKHAPATNAM	894222609
6	116192	VINAYAK SEDAMAKI	AO GR-III	CIT(A)-10, HYDERABAD	8985971371
7	148074	PADMAVATHI GOPALUNI	AO GR-III	CIT(A)-2, GUNTUR	8985971235
8	142484	ASHOK SINGH GIRDHARI	AO GR-III	CIT(A)-2, HYDERABAD	8985971295
9	147756	SHAIK KAREEMULLA	AO GR-III	CIT(A)-3, HYDERABAD	8985971339
10	118056	SRINIVASU POLAMARASETTY	AO GR-III	CIT(A)-3, VISAKHAPATNAM	8985971360
11	133713	MOHD ABDUL SALAM	AO GR-III	CIT(A)-4, HYDERABAD	8985971257
12	118057	KISHORE KUMAR GADI	AO GR-III	CIT(A)-5, HYDERABAD	8985971341
13	141668	SAROJA CHINNAM	AO GR-III	CIT(A)-6, HYDERABAD	89859 71158
14	117782	NAGA KRISHNA KUMARI KOSANAM	AO GR-III	CIT(A)-7, HYDERABAD	8985971331
15	118052	ZAHEERUDDIN	AO GR-III	CIT(A)-9, HYDERABAD	89859 71290
16	110131	VIJAYA KUMAR ANKIDI	AO GR-III	Pr.CIT(CENTRAL), HYDERABAD	8985970961
17	116281	J.E.SHARON	AO GR-III	CIT(DR)(ITAT)-I, HYDERABAD	8985971289
18	116634	PARVEEN JAHAN	AO GR-III	CIT(EXEMPTIONS), HYDERABAD	8985971319
19	147127	KAVITHA MANOHAR	AO GR-III	CIT(IT&TP), HYDERABAD	8985971333
20	153068	ALAKANANDA TAMARAPALLI	AO GR-III	DIT(INTELLIGENCE), HYDERABAD	8985971310
21	110122	SREE LAKSHMI PALADUGU	AO GR-III	CIT(A)-8, HYDERABAD	8985971329
22	110097	RAVI KANTH	AO GR-III	Pr.CIT, HYDERABAD-I	8985971303
23	147662	AHMED SHAREEF	AO GR-III	CIT(ADMN.&TPS), HYDERABAD	8985971309