



OFFICE OF THE Pr. CHIEF COMMISSIONER OF INCOMETAX,  
ANDHRA PRADESH & TELANGANA  
10<sup>th</sup> FLOOR, 'C' BLOCK, INCOMETAX TOWERS, AC GUARDS, HYDERABAD

F.No.Pr.CCIT/4(8)/Estt/PS/2015

Date: 14-08-2015

Sub: Establishment – I.T. Department, Hyderabad – **Transfers and Postings of Senior Private Secretaries**– Order – Issue of – Regarding.

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**ORDER No. : 08**

The transfers and postings of the following **Senior Private Secretaries** are hereby ordered with immediate effect and until further orders.

SL. No.	NAME OF THE OFFICER S/SRI/SMT	TRANSFERRED FROM	TRANSFERRED TO / POSTED AS
1.	SRINIVAS SERUKU, SR.PS	O/O PR.CIT-V, HYDERABAD	O/O CIT(APPEALS)-3, HYDERABAD
2.	HAMSAVENI KOTAGIRI, SR.PS	O/O CIT(APPEALS)-12, HYDERABAD	O/O PR.CIT-V, HYDERABAD

2. (i) All the Heads of offices are required to relieve the officers under orders of transfer positively by **25-08-2015**.
- (ii) In case any officer is being proposed to be retained beyond the above mentioned date, the Head of office shall take prior written approval from the Pr.CCIT, AP & Telangana, Hyderabad and for this purpose, the proposal should be sent well in advance. **No officer shall be retained beyond 25-08-2015 without prior approval.**
- (iii) 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.
- (iv) The Heads of Office are directed to send separate compliance reports on relieving of as well as joining of officers from/to their offices latest by **31-08-2015** for updating the data in records.


3. Hindi version follows.

-Sd-  
**(I.SURESH BABU)**  
Pr.Chief Commissioner of Income-tax (CCA),  
AP & Telangana

Copy to:

1. The officers concerned.
2. The CCsIT, Hyderabad/ Vijayawada / Visakhapatnam and DGIT(Inv), Hyderabad.
3. The Income-tax Ombudsman, Hyderabad.
4. All the Pr.CsIT/CsIT/ Pr.DsIT / DsIT in A.P.& Telangana Region.
5. All the Heads of Offices in A.P. & Telangana Region.
6. The AD(OL), Hyderabad for preparation of Hindi version.
7. The Secretary- IRS Officers Association/ ITOGO, AP & TS Unit/ITSEWA, Hyderabad.
8. The ZAO, CBDT, Hyderabad.
9. The Stock file/Personal file/Data Base File.
10. All the Sections in Pr.CCIT's office in Hyderabad.



  
**(MARRAPU NAVEEN)** 14-8-15  
Dy. Commissioner of Income Tax  
(H.Qrs.)(Admn.), Hyderabad