

भारतसरकार
प्रधानमुख्यआयकरआयुक्तकाकार्यालय,
10 वींमंजिल, डीब्लॉक, आयकरशिखर,
3-2-10, ए.सी.गार्ड्स,
हैदराबाद 004 500-
टेलीफोन : 040-23425484



GOVERNMENT OF INDIA
Office of the Pr. Chief Commissioner of
Income Tax,
10th Floor, D Block, Income tax Towers,
10-2-3, AC Guards, Hyderabad-500004
Tel No: 040-
23425484 Email: hyderabad.dcit.hq.vig@i
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F.No.19(14)/Vigilance/Trainings/MSTU/VSP/2026-27/OS/CGL25

Date: 15.10.2026

OFFICE MEMORANDUM

विषय/ Sub: **Induction training for newly recruited Office Superintendents from 26.10.2026 to 07.12.2026 - Forwarding of nominations- Reg.**

सन्दर्भ/ Ref: Letter in F.No.Dr.OS/ITO/MSTU/VSP/2026-27 dated 06.10.2026 issued by the ITO, Ministerial Staff Training Unit (MSTU), Visakhapatnam.

The officials as per **Annexure-A** are hereby nominated for the Induction Training Course for newly recruited **Office Superintendents**, scheduled to be conducted from 26.10.2026 to 07.12.2026, at **MSTU, Visakhapatnam**, as per the training schedule communicated by MSTU, Visakhapatnam. Training candidates listed in **Annexure-A** are requested to attend the inaugural session on **26.10.2026**.

VENUE: Lecture Hall -1, MSTU,
3rd Floor, Infinity Towers,
Visakhapatnam.

REPORTING TIME: 26.10.2026 at 9:15 A.M.

2. 30 days Hybrid Mode "Induction Course for Newly recruited Office Superintendents" from 26.10.2026 to 07.12.2026 has been scheduled/planned by the Directorate of Training, New Delhi which constitutes of the following modes.

- A. Week-1: (26.10.2026-30.10.2026) Physical class training from the MSTU, Visakhapatnam.
- B. Week-2: (02.11.2026 - 06.11.2026) iGOT online courses training.
- C. Weeks-(3-5): (09.11.2026 to 30.11.2026) Online webcasting (from various MSTUs).
- D. Week-6: (1.12.2026- 7.12.2026) The On-the-Job Training (OJT) of trainees will be completed at respective Pr. CIT office.

3. 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 ensure that the nominated officials attend the training without fail.
4. The Heads of Office concerned are directed to relieve the nominated officials, as required, to enable them to attend the training as per the schedule. The **online (web-cast based training)/iGOT-based** components shall be attended from the **respective office locations**, wherever prescribed, and the **On-the-Job Training (OJT)** shall be completed at the **respective place of posting**. The PCIT concerned may decide the suitable method of training, if needed, in consultation with the NADT-RC; the Pr.CCIT may, for this purpose, direct all officers of the region to extend their cooperation. The details of the **On-the-Job Training (OJT)** is mentioned below:

(Week 6 : 5 working days : 30 sessions / 30 hours)

6.5.1 The OJT track covers practical, charge-office-based work best learnt by observing and performing the task under supervision at the place of posting:

- statistical reporting
 - Headquarters/Range-office work
 - financial and procurement processes (GFR, e-Bhavishya, GeM)
 - taxpayer-service functions
 - hands-on ITBA functioning in both faceless and jurisdictional scenarios (including the Insight Portal)
 - the outbound/industrial visit including to offices such as the ITAT and ASK Centre.
5. The Principal Chief Commissioner desires that the officials nominated for training should not apply for leave during the training period. If any official has already applied for leave, the period of leave should suitably be revised to enable attendance. Attendance at the training is obligatory, and absence without valid approval shall be viewed seriously.
 6. Even if any nominated official is under transfer or has not reported for duty at the place of posting, he/she shall attend the training, unless specific instructions to the contrary are issued by the competent authority.
 7. In case of any request for cancellation of nomination or exemption from attending the training, the request shall be forwarded through the concerned PCIT/CIT office along with suitable supporting documents and shall reach this office sufficiently in advance for consideration. Unless cancellation is communicated by this office, the nominated official shall attend the training.
 8. The nominated officials may also ensure that their Employee IDs, departmental e-mail IDs and on-boarding on iGOT and KSP portals are in place, as applicable, for smooth participation in the course.

9. The officials attending physical training sessions are directed to follow the instructions of MSTU, Visakhapatnam, including restrictions on the use of mobile phones during training sessions.

Encl.: Annexure-A

[Handwritten signature]
19/10/16

(SHIV NEHARIKA SINGH, IRS)

आयकरउपायुक्त/Deputy Commissioner of Income tax,

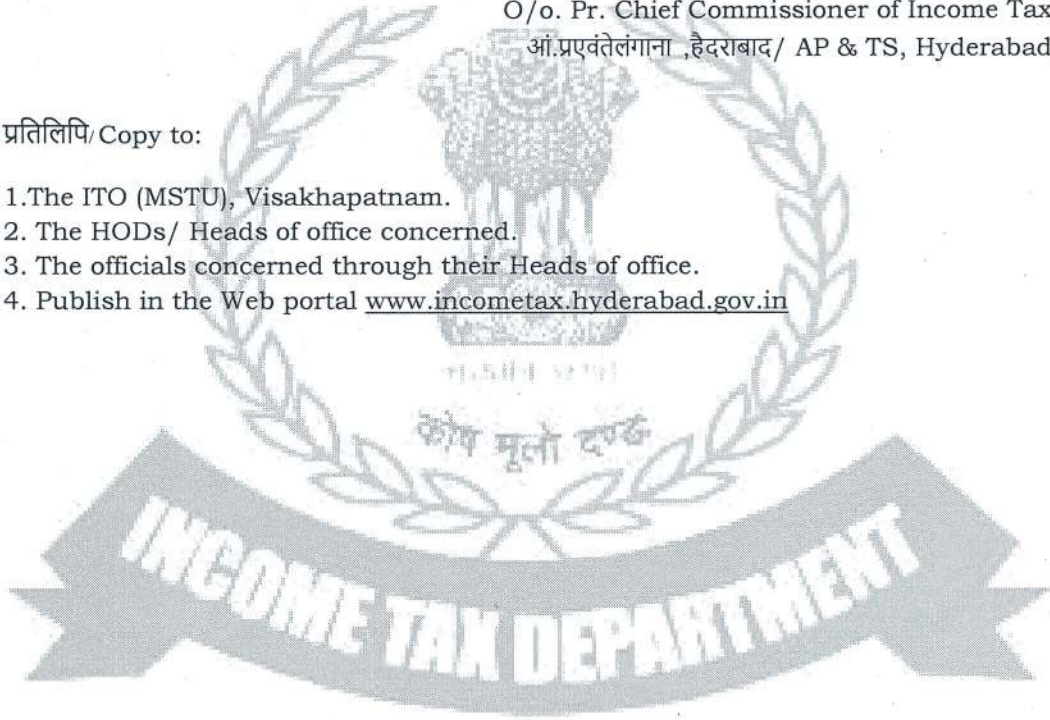
((मुख्या/.H.Qrs) (सत/.vig.)), हैदराबाद/Hyderabad)

O/o. Pr. Chief Commissioner of Income Tax,

ऑ.प्र.च.तेलंगाना, हैदराबाद/ AP & TS, Hyderabad.

प्रतिलिपि/ Copy to:

- 1.The ITO (MSTU), Visakhapatnam.
2. The HODs/ Heads of office concerned.
3. The officials concerned through their Heads of office.
4. Publish in the Web portal www.incometax.hyderabad.gov.in



Annexure -A

Nominations of Office Superintendents(OS) for Induction Course for Newly Recruited Office Superintendents from 26.10.2026 to 30.10.2026 at MSTU, Visakhapatnam
Physical training at MSTU, Visakhapatnam

S.No.	NAME	Selected Post	Office	Station	EMP ID	PHONE	EMAIL
1	ALUGOJU MUNNA GIREESH	Office Superintendent	PCIT-1, Visakhapatnam	Vizianagaram	207306	6304764001	alugoju.m.gireesh@incometax.gov.in
2	AMARAPU REVATHI	Office Superintendent	PCIT(AU)-1, Visakhapatnam	Visakhapatnam	212766	8332006813	amarapu.revathi@incometax.gov.in
3	BODDU NAGENDRA	Office Superintendent	CIT(IT&TP), Hyderabad	Kakinada	212777	7569236663	boddu.nagendra@incometax.gov.in
4	BAMMIDI TARUN	Office Superintendent	PCIT(Audit), Hyderabad	Visakhapatnam	211747	8247758216	bammidi.tarun@incometax.gov.in
5	BANANA RAMBABU	Office Superintendent	PCIT(AU)-1, Visakhapatnam	Rajamahendravaram	212864	9346685811	banana.rambabu@incometax.gov.in
6	GULLIPALLI GOUTHAMI	Office Superintendent	CIT(TDS), Vijayawada	Visakhapatnam	211952	8187020123	gullipalli.gouthami@incometax.gov.in
7	BEERA HONEY DHARMA PRASAD	Office Superintendent	CIT(TDS), Vijayawada	Rajamahendravaram	211962	7799082121	beerahoney.dharmaprasad@incometax.gov.in
8	BOLLA SATYANARAYANA	Office Superintendent	PCIT-1, Visakhapatnam	Tanuku	211453	8309970084	bolla.satyanarayana@incometax.gov.in
9	CHINNAM VENKATESWARA REDDY	Office Superintendent	CIT(Exemptions), Hyderabad	Rajamahendravaram	211023	9963270777	chinnam.venkateswarareddy@incometax.gov.in
10	DANDI CHARAN TEJA	Office Superintendent	PCIT(AU)-1, Visakhapatnam	Rajamahendravaram	212870	9666673623	dandi.charanteja@incometax.gov.in
11	DASARI DEVI VEERA GOWRI PADMAVATHI	Office Superintendent	PCIT-1, Visakhapatnam	Visakhapatnam	212347	8374518377	dasarideviveera.gowripadmavathi@incometax.gov.in
12	DASARI VAMSI KRISHNA	Office Superintendent	PCIT-1, Visakhapatnam	Visakhapatnam	212830	9966294713	dasarivamsi.krishna@incometax.gov.in
13	ELURI RAKESH RAJU	Office Superintendent	CIT(TDS), Vijayawada	Eluru	211966	9553645807	elurirakesh.raju@incometax.gov.in

14	GOMPA PRAVEEN KUMAR	Office Superintendent	PDIT(Inv.), Hyderabad	Visakhapatnam	211019	8332816652	gompa.praveenkumar@incometax.gov.in
15	GJNANA SAI REDDY K	Office Superintendent	PCIT-1, Visakhapatnam	Rajamahendravaram	211022	8247224264	gjnana.saireddyk@incometax.gov.in
16	KALLA PRASANTH	Office Superintendent	PCIT-1, Visakhapatnam	Visakhapatnam	212823	9581253346	kalla.prasanth@incometax.gov.in
17	KONDAPALLI SATEESHKUMAR	Office Superintendent	PCIT(AU)-1, Visakhapatnam	Vizianagaram	212761	8499939290	kondapalli.sateeshkumar@incometax.gov.in
18	LANKA VENKATESH	Office Superintendent	PCIT-1, Visakhapatnam	Visakhapatnam	212343	9346220597	lanka.venkatesh@incometax.gov.in
19	MAVURI SURYA MANI TEJASWI	Office Superintendent	PCIT-1, Visakhapatnam	Kakinada	212311	9440307693	mavurisuryamani.tejaswi@incometax.gov.in
20	MEDITHI JOSEPH LACKLEAN	Office Superintendent	CIT(Exemptions), Hyderabad	Visakhapatnam	Not Yet generated	9573327799	lacklean99@gmail.com
21	MONDU YASWANTA BALAJI	Office Superintendent	PCIT-1, Visakhapatnam	Visakhapatnam	212349	7981673688	mondu.yaswantabalaji@incometax.gov.in
22	MUDDALA SATYA KUMAR	Office Superintendent	PCIT-1, Visakhapatnam	Amalapuram	211025	8001772162	muddala.satyakumar@incometax.gov.in
23	GANGULA LAKSHMI PRASANNA	Office Superintendent	PCIT(AU)-1, Visakhapatnam	Visakhapatnam	212304	8522086768	gangulalakshmi.prasanna@incometax.gov.in
24	PATRUNI HEMANTH	Office Superintendent	PCIT-1, Visakhapatnam	Visakhapatnam	212351	9943599954	patruni.hemanth@incometax.gov.in
25	PEDDADA VENKATA SURYA NAGA CHANAKYA	Office Superintendent	CIT(DR), ITAT, Visakhapatnam	Visakhapatnam	Not Yet generated	9951334308	chanu235@gmail.com
26	PINISSETTY SAI PAVANI	Office Superintendent	PCIT-1, Visakhapatnam	Kakinada	212305	9573334639	pinisetty.saipavani@incometax.gov.in
27	RAJESH MARADANA	Office Superintendent	CIT(TDS), Vijayawada	Visakhapatnam	211958	6303435950	rajesh.maradana@incometax.gov.in
28	REJETI TANUJ KUMAR	Office Superintendent	PCIT(AU)-1, Visakhapatnam	Visakhapatnam	211554	9959562961	rejeti.tanujkumar@incometax.gov.in
29	RUNKANA HARSHA SAI	Office Superintendent	PCIT(AU)-1, Visakhapatnam	Srikakulam	211748	9494094636	runkana.harshasai@incometax.gov.in

30	RUTHALA SATISH KUMAR	Office Superintendent	PCIT(Central), Visakhapatnam	Rajamahendravaram	211290	8341956099	ruthala.satishkumar@incometax.gov.in
31	S GEETHIKA VARALAKSHMI	Office Superintendent	CIT(TDS), Vijayawada	Eluru	211964	7893910424	sambangigeethika.varalakshmi@incometax.gov.in
32	THOTA ABISHEK PAUL	Office Superintendent	PCIT-1, Visakhapatnam	Visakhapatnam	202302	8247730402	thotaabishek.paul@incometax.gov.in
33	UPPADA APPA RAO	Office Superintendent	PCIT(Audit), Hyderabad	Rajamahendravaram	211282	9100655940	uppada.apparao@incometax.gov.in
34	VADDIPARTI PREM KUMAR	Office Superintendent	CIT(Appeals), Unit-1, Rajamahendravaram	Rajamahendravaram	211307	9951510507	vaddiparti.premkumar@incometax.gov.in
35	NERELLA MOHAN KUMAR	Office Superintendent	PCIT(VU)-1, Guntur	Visakhapatnam	212719	6303321908	nerella.mohankumar@incometax.gov.in
36	VANUMULA LAXMAN RAO	Office Superintendent	PCIT(Central), Visakhapatnam	Visakhapatnam	Not Yet generated	7382470325	laxman060602@gmail.com
37	VELAMALA VENKATA SAI SANTOSH ADITYA	Office Superintendent	PCIT-1, Visakhapatnam	Rajamahendravaram	211021	8332925029	velamala.venkatasaisantoshaditya@incometax.gov.in
38	YATHIRAJULA PAVAN KISHORE	Office Superintendent	PCIT(AU)-1, Visakhapatnam	Visakhapatnam	199784	7675020305	yathirajula.pavankishore@incometax.gov.in
39	SIRUGUDI SAI LOKESH	Office Superintendent	PCIT(AU)-4, Hyderabad	Tanuku	212417	6305538367	sirugudiSai.lokesh@incometax.gov.in
40	SURISSETTY SRI RAM	Office Superintendent	PCIT(AU)-1, Visakhapatnam	Visakhapatnam	Not Yet generated	7989117576	sriramsurisetti3412@gmail.com
41	Pokathota Manikantha	Office Superintendent	PDIT(Inv.), Hyderabad	Visakhapatnam	200226	7731023439	Pokathota.manikantha@incometax.gov.in