



केन्द्रीय कर का आयुक्तालय
OFFICE OF THE COMMISSIONER OF CENTRAL TAX
GUNTUR COMMISSIONERATE: गुंटूर आयुक्तालय

सी आर भवन:: कन्नावारी तोटा:: गुंटूर - 522004

C R BUILDINGS: KANNAVARI THOTA:: GUNTUR - 522004

फा. सं. C.No. II/03/02/2020 - Estt.

दिनांक Date: 23.03.2020

कार्यालय आदेश सं. 10/2020

OFFICE ORDER NO. 10/2020

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In supersession of this Office Order No. 09/2020 dated 21.03.2020, the following further orders in line with the direction of Government Of India, Ministry of Finance vide letter F. No. 50050/40/2020-Ad.I dated 22.03.2020 and CCO, Visakhapatnam letter C. No. I/05/01/2020-CC(VZ)Admin dated 23.03.2020 on the above subject are issued with immediate effect from 23.03.2020 to 31.03.2020.

2. It has been decided that the Hqrs office, Guntur CGST Commissionerate will render essential services with skeletal staff during the period from 23rd March, 2020 to 31st March, 2020. The other officers are required to work from home so that social distancing is practiced as a part of measure to contain the spread of COVID-19 in the country.

3. The officers who are working from home, as per the roster enclosed (List A and B) should be available on telephone and electronic means of communication during the office hours and should attend office, if called for any exigency of work.

4. The above orders shall be applicable with immediate effect and will remain in force till 31st March, 2020.

This issues with the approval of the Commissioner.

(एम् राम मोहन राव/ M. RAMA MOHANA RAO)

अपर आयुक्त / ADDITIONAL COMMISSIONER

R. Moh RAO 23/03/2020

Copy submitted to

1. The Chief Commissioner, GST & Customs, Visakhapatnam Zone,
Visakhapatnam.

2. The Joint Commissioner, Guntur CGST Commissionerate.

Copy to

1. All DC/ACs of Divisional offices for preparation of similar action plan in respect
of their Divisions.

2. All Sections, Hqrs., Guntur CGST Commissionerate.

3. Notice Board

Sl. No.	Name of the officer (S./Shri/smt./Kum.)	Designation	List - A		List - B		Office timings
			23.03.2020	25.03.2020	26.03.2020	31.03.2020	
1	K. Raja Sekhara Reddy	AC (ARC)	Work from home		Work from office		9.30 AM TO 6.00 PM
2	Y. Bhaskara Rao	DC, Amaravathi & Eluru Divn	Work from home		Work from office		9.30 AM TO 6.00 PM
3	N.Sudhakar	AC, Nellore Divn	Work from home		Work from office		9.00 AM TO 5.30 PM
4	K.M.Vara Kumar	Superintendent	Work from home		Work from office		9.30 AM TO 6.00 PM
5	P.Pandu Ranga Rao	Superintendent	Work from home		Work from office		9.30 AM TO 6.00 PM
6	P. Murali Krishna	Superintendent	Work from home		Work from office		10.00 AM TO 6.30 PM
7	K.Padmavathi	Superintendent	Work from home		Work from office		9.00 AM TO 5.30 PM
8	J. Venkateswarlu	Superintendent	Work from home		Work from office		9.30 AM TO 6.00 PM
9	T. Rama Krishna	A. O.	Work from home		Work from office		10.00 AM TO 6.30 PM
10	Sanapala Rajesh	Inspector	Work from home		Work from office		9.30 AM TO 6.00 PM
11	Chitte Venkateswara Rao	Inspector	Work from home		Work from office		9.00 AM TO 5.30 PM
12	Hemanth Kushwah	Inspector	Work from home		Work from office		9.30 AM TO 6.00 PM
13	Arpit Gupta	Inspector	Work from home		Work from office		9.30 AM TO 6.00 PM
14	Shabbir Shaik	Inspector	Work from home		Work from office		10.00 AM TO 6.30 PM
15	Kakarla Srinivasa Rao	Inspector	Work from home		Work from office		9.00 AM TO 5.30 PM
16	Munipalli Ganesh Kumar	EA	Work from home		Work from office		9.30 AM TO 6.00 PM
17	N.Sarath Babu	TA	Work from home		Work from office		10.00 AM TO 6.30 PM
18	A.Koteswara Rao	TA	Work from home		Work from office		10.00 AM TO 6.30 PM
19	K.Vijaya bhaskar	LDC	Work from home		Work from office		9.00 AM TO 5.30 PM
20	K. Murali Krishna	LDC	Work from home		Work from office		9.30 AM TO 6.00 PM
21	V.Venkateswara Rao	AC (Tech.)	Work from home		Work from office		10.00 AM TO 6.30 PM
22	M. Sahas Surya	AC, Vijayawada & Guntur Divn	Work from office		Work from home		9.00 AM TO 5.30 PM
23	T.Srinivasan	AC (AE)	Work from office		Work from home		9.00 AM TO 5.30 PM
24	Jitender Kumar Nagi	AC, Nellore sub-Comm'te	Work from office		Work from home		10.00 AM TO 6.30 PM
25	V.Siva Prasad	Superintendent	Work from office		Work from home		9.30 AM TO 6.00 PM
26	V.Anjaneyulu	Superintendent	Work from office		Work from home		9.30 AM TO 6.00 PM
27	P.Nagasankara Rao	Superintendent	Work from office		Work from home		10.00 AM TO 6.30 PM
28	M.Nagaraju	Superintendent	Work from office		Work from home		9.00 AM TO 5.30 PM
29	L.J.Heyer Babu	Superintendent	Work from office		Work from home		9.30 AM TO 6.00 PM
30	Ch.Jasper Sugandh	Superintendent	Work from office		Work from home		10.00 AM TO 6.30 PM
31	N. Amareswara Rao	Superintendent	Work from office		Work from home		9.00 AM TO 5.30 PM

32	M. Sridevi	A. O.	Work from office	Work from home	10.00 AM TO 6.30 PM
33	Santosh Muddala	Inspector	Work from office	Work from home	9.00 AM TO 5.30 PM
34	Sai Charan Gabu	Inspector	Work from office	Work from home	10.00 AM TO 6.30 PM
35	Sanjeeva Reddy.B	Inspector	Work from office	Work from home	9.00 AM TO 5.30 PM
36	P. Badaraiiah	Inspector	Work from office	Work from home	9.30 AM TO 6.00 PM
37	N.Venkateswara Rao	Inspector	Work from office	Work from home	10.00 AM TO 6.30 PM
38	Kalava Prasad	Inspector	Work from office	Work from home	9.30 AM TO 6.00 PM
39	Billa Prasanth Kumar	EA	Work from office	Work from home	10.00 AM TO 6.30 PM
40	Goli Ravikumar	EA	Work from office	Work from home	10.00 AM TO 6.30 PM
41	P.Pothu Raju	TA	Work from office	Work from home	9.30 AM TO 6.00 PM
42	V.V.N.K.Pradeep Kumar	TA	Work from office	Work from home	10.00 AM TO 6.30 PM
43	P.Venkateswarlu	TA	Work from office	Work from home	9.00 AM TO 5.30 PM
44	SK.Abdul Sattar	LDC	Work from office	Work from home	10.00 AM TO 6.30 PM

(एम् राम मोहन राव/ M. RAMA MOHANA RAO)
अपर आयुक्त/ADDITIONAL COMMISSIONER

Ram Mohan Rao
23/03/2020