



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/39/03/2020 - Estt.

दिनांक Date: .08.2020

कार्यालय आदेश सं. 23/2020

OFFICE ORDER NO. 23/2020

\* \* \*

Please refer to CCO, Visakhapatnam letter C. No. II/07/01/2018-CC(VZ)Estt dated 31.07.2020 enclosing MHA Order No. 40-3/2020-DM-I (A) dated 29.07.2020 issued by the Ministry of Home Affairs, Government Of India.

2. In this regard, the list of Group B & C officers posted in Headquarters to attend the office from 03.08.2020 to 31.08.2020 is enclosed in Annexure - I.

(i) In case any officer in this list is living in the **"containment zone"**, the same may be informed immediately to the PRO, so that substitute officer can be posted.

(ii) The officers are encouraged not to visit any other place on their way to office or on the way back to home, as a matter of abundant precaution.

(iii) Please carry your face mask since wearing of face mask is compulsory in all public places and work place.

(iv) Guidelines permit you to use your own vehicle for commute. Hence please carry your department ID card to produce on demand by any law enforcement authority. No separate pass is required.

(v) All the officers are advised to install Arogya Setu app on their mobile phones.

3. Further, the officers who are not working on the days other than on the dates specified against their names are required to work from home subject to the following conditions:

(i) They must stay at home.

(ii) They should not leave station during the period of working from home.

(iii) They must be available on telephonic and electronic means of communication at all times.

(iv) They should attend office, if called for any exigency of work, at short notice.

4. All Group A officers should be in office and no leave will be sanctioned unless it is for medical or family emergency.

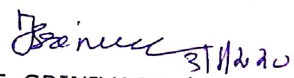
5. Officers with co-morbidities and women officers who have children below the age of 5 years have not been included in this list. However, if anyone is inadvertently included, the same may be brought to the notice so that substitute officers can be posted.

6. Any officer not figuring in this list, who would like to attend the office may do so subject to permission from their controlling office and availability of space based on social distancing norms.

7. The officers who are not working from home need to apply leave if required.

8. The jurisdictional Deputy/Assistant Commissioners may issue similar orders for their jurisdiction as per Ministry of Home Affairs Order No. 40-3/2020-DM-I (A) dated 29.07.2020.

This issues with the approval of the Commissioner.

  
(टी. श्रीनिवासन/ T. SRINIVASAN)

सहायक आयुक्त (क. व. स.)  
ASSISTANT COMMISSIONER (P&V)

Copy submitted to

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

2. The Additional Commissioner, Guntur CGST Commissionerate, Guntur.

Copy to


1. All DC/ACs of Divisional offices.

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
			03.08.2020 to 07.08.2020	17.08.2020 to 21.08.2020	10.08.2020 to 14.08.2020	24.08.2020 to 28.08.2020 & 31.08.2020	
1	V.Siva Prasad	Superintendent	Work from office		Work from home		9.30 AM TO 6.00 PM
2	D.V.S.N.VaraPrasad	Superintendent	Work from office		Work from home		9.00 AM TO 5.30 PM
3	V.Anjaneyulu	Superintendent	Work from office		Work from home		9.30 AM TO 6.00 PM
4	P.Nagasankara Rao	Superintendent	Work from office		Work from home		10.00 AM TO 6.30 PM
5	K.Sambrajyam	Superintendent	Work from office		Work from home		9.00 AM TO 5.30 PM
6	K.M.Vara Kumar	Superintendent	Work from office		Work from home		9.30 AM TO 6.00 PM
7	P.Asha	Superintendent	Work from office		Work from home		10.00 AM TO 6.30 PM
8	M.Nagaraju	Superintendent	Work from office		Work from home		9.00 AM TO 5.30 PM
9	L.J.Heyer Babu	Superintendent	Work from office		Work from home		9.30 AM TO 6.00 PM
10	Ch.Jasper Sugandh	Superintendent	Work from office		Work from home		10.00 AM TO 6.30 PM
11	J. Venkateswarlu	Superintendent	Work from office		Work from home		9.00 AM TO 5.30 PM
12	D.Rama Mohan Reddy	Superintendent	Work from office		Work from home		9.30 AM TO 6.00 PM
13	T. Rama Krishna	A. O.	Work from office		Work from home		10.00 AM TO 6.30 PM
14	A.Venkata Sai Vivek	Inspector	Work from office		Work from home		9.30 AM TO 6.00 PM
15	Sai Charan Gabu	Inspector	Work from office		Work from home		10.00 AM TO 6.30 PM
16	Sanjeeva Reddy.B	Inspector	Work from office		Work from home		9.00 AM TO 5.30 PM
17	K.Vani	Inspector	Work from office		Work from home		9.30 AM TO 6.00 PM
18	N.Venkateswara Rao	Inspector	Work from office		Work from home		10.00 AM TO 6.30 PM
19	J. V. Satish Kumar	Inspector	Work from office		Work from home		9.00 AM TO 5.30 PM
20	Kalava Prasad	Inspector	Work from office		Work from home		9.30 AM TO 6.00 PM
21	Goli Ravikumar	EA	Work from office		Work from home		10.00 AM TO 6.30 PM
22	P.Alekhy	STENO GR - II	Work from office		Work from home		9.00 AM TO 5.30 PM
23	P.Pothu Raju	TA	Work from office		Work from home		9.30 AM TO 6.00 PM
24	V.V.N.K.Pradeep Kumar	TA	Work from office		Work from home		10.00 AM TO 6.30 PM
25	P.Venkateswarlu	TA	Work from office		Work from home		9.00 AM TO 5.30 PM
26	M.Nageswara Rao	TA	Work from office		Work from home		9.30 AM TO 6.00 PM
27	Sk.Abdul Sattar	LDC	Work from office		Work from home		10.00 AM TO 6.30 PM
28	B.Simhadri	Head Hawaldar	Work from office		Work from home		9.00 AM TO 5.30 PM
29	A Lakshmaiah	Head Hawaldar	Work from office		Work from home		9.30 AM TO 6.00 PM
30	CH Yedukondalu	Head Hawaldar	Work from office		Work from home		10.00 AM TO 6.30 PM
31	P.V.Prasada Rao	Head Hawaldar	Work from office		Work from home		9.00 AM TO 5.30 PM
32	M.Somaji Rao	MTS	Work from office		Work from home		9.30 AM TO 6.00 PM
33	Billa Prasanth Kumar	EA	Work from home		Work from office		10.00 AM TO 6.30 PM
34	P.Pandu Ranga Rao	Superintendent	Work from home		Work from office		9.30 AM TO 6.00 PM
35	V.Balakoti Naik	Superintendent	Work from home		Work from office		10.00 AM TO 6.30 PM
36	J. Parvathi	Superintendent	Work from home		Work from office		9.00 AM TO 5.30 PM

37	P. Murali Krishna	Superintendent	Work from home	Work from office	10.00 AM TO 6.30 PM
38	Md.Aslam Usmani	Superintendent	Work from home	Work from office	9.00 AM TO 5.30 PM
39	Yerramalla Sunitha	Superintendent	Work from home	Work from office	9.30 AM TO 6.00 PM
40	Shaik Hussain	Superintendent	Work from home	Work from office	10.00 AM TO 6.30 PM
41	Y. Padmaja	Superintendent	Work from home	Work from office	9.00 AM TO 5.30 PM
42	K.Padmavathi	Superintendent	Work from home	Work from office	9.00 AM TO 5.30 PM
43	N. Amareswara Rao	Superintendent	Work from home	Work from office	9.30 AM TO 6.00 PM
44	K. Ravi Kumar	Superintendent	Work from home	Work from office	9.30 AM TO 6.00 PM
45	Yesubabu Vanaparthi	Inspector	Work from home	Work from office	9.00 AM TO 5.30 PM
46	Sanapala Rajesh	Inspector	Work from home	Work from office	9.30 AM TO 6.00 PM
47	M. Srikanth	Inspector	Work from home	Work from office	10.00 AM TO 6.30 PM
48	Chitte Venkateswara Rao	Inspector	Work from home	Work from office	9.00 AM TO 5.30 PM
49	Hemanth Kushwah	Inspector	Work from home	Work from office	9.30 AM TO 6.00 PM
50	Vivek Kumar Dhankar	Inspector	Work from home	Work from office	10.00 AM TO 6.30 PM
51	P. Badaraiyah	Inspector	Work from home	Work from office	9.00 AM TO 5.30 PM
52	Arpit Gupta	Inspector	Work from home	Work from office	9.30 AM TO 6.00 PM
53	Shabbir Shaik	Inspector	Work from home	Work from office	10.00 AM TO 6.30 PM
54	Kakarla Srinivasa Rao	Inspector	Work from home	Work from office	9.00 AM TO 5.30 PM
55	Munipalli Ganesh Kumar	EA	Work from home	Work from office	9.30 AM TO 6.00 PM
56	N.Sarath Babu	TA	Work from home	Work from office	10.00 AM TO 6.30 PM
57	A.Koteswara Rao	TA	Work from home	Work from office	10.00 AM TO 6.30 PM
58	K.Vijaya bhaskar	LDC	Work from home	Work from office	9.00 AM TO 5.30 PM
59	K. Murali Krishna	LDC	Work from home	Work from office	9.30 AM TO 6.00 PM
60	Y.Ramesh Babu	Head Hawaldar	Work from home	Work from office	10.00 AM TO 6.30 PM
61	Ch.Venkateswarlu	Head Hawaldar	Work from home	Work from office	9.00 AM TO 5.30 PM
62	G Srinivasa Rao	Head Hawaldar	Work from home	Work from office	9.30 AM TO 6.00 PM
63	Ganta Subbarao Naidu	Hawaldar	Work from home	Work from office	10.00 AM TO 6.30 PM
64	G.Subrahmanyeswara Rao	MTS	Work from home	Work from office	9.30 AM TO 6.00 PM
65	P.Arogya Rao	MTS	Work from home	Work from office	10.00 AM TO 6.30 PM

  
 (टी. श्रीनिवासन/ T. SRINIVASAN)

सहायक आयुक्त (क. व. स.)  
 ASSISTANT COMMISSIONER (P&V)