

GOVERNMENT OF TELANGANA

**OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
TELANGANA :: HYDERABAD**

Cir. Memo. No. T1/11195/ 2015

Dt:-20-11-2017

Sub:- TECHNICAL EDUCATION – The Training Programme on
“Income Tax & National Pension Scheme” Scheduled
from **18.12.2017 to 20.12.2017 (03 Days)** Nominations
called for by the Dr. MCRHRDI, Hyderabad – Reg.

Ref:- Lr. No. T2/ActW/YS/833/2017, Dt: 15.11.2017 received
from Dr. MCRHRDI, Hyderabad.

With reference to above letter cited, the Secretary SBTET, RJD(TE) Hyderabad and all the Principals of Govt. Polytechnics of Telangana state are hereby informed that Dr. MCRHRDI, Hyderabad is conducting Training Programme on **“Income Tax & National Pension Scheme”** Scheduled from **18.12.2017 to 20.12.2017 (03 Days)**. They are requested to circulate the same among Superintendents / Senior Assistants cadres for the above and send nominations for the training programme who are interested in the proforma enclosed to this office to take further action in the matter. They may send the nomination to adtrg.ts@gmail.com on or before 25th November 2017 in order to submit to Dr. MCRHRDI, Hyderabad before 02nd December 2017.

Encl: Annexure I & II

Sd/- U.V.S.N.MURTHY
For COMMISSIONER

To

The Principals of All Govt. Polytechnics under control
of Department of Technical Education.

Copy to Secretary, SBTET, TS, Hyderabad.

Copy to RJD (TE), Hyderabad.

Copy to All Sections in CTE., TS, Hyderabad.

Copy to Stock File / Spare.

//F.B.O//

Ayurved
SUPERINTENDENT
20/11/17

Annexure-I	
Programme Title	: Training Programme on "Income Tax & National Pension Scheme"
Venue	: Accounts Training Wing, Dr. MCR Human Resource Development Institute, Road No.25 Jubilee Hills, Hyderabad – 500 033. Fax : 040 – 23547584
Duration	: Three Days
Dates	: 18.12.2017 to 20.12.2017
Aim	: To equip the Participants with knowledge and skills in (i) Importance features in IT Circular (ii) Calculation of Income Tax. (iii) Procedure for Generation of Form 16 & 24 Q (iv) Filing of ITRs & e filing (v) Salient feature of NPS. (vi) NPS subscribers Registration Instructions to DDOs-STOs.
Level and type of Participants	: Superintendents & Senior Assistants
Last date of receipt of Nominations	: 02.12.2017
Contact Address	: Dr. MCR HRD Institute Road No.25, Jubilee Hills Hyderabad - 500 033. Phone No: 23548487, Ex:118,330, Mobile No. 9248032090 Fax: 040 - 23557584 Email : atw.hrd@gmail.com

PTO

ANNEXURE – II
NOMINATION FORM

1. Programme Title	:	Training Programme on "Income Tax & National Pension Scheme"
2. Name of the Institute	:	Dr. MCR HRD Institute
3. Venue	:	Dr. MCR HRD Institute, Road No.25 Jubilee Hills, Hyderabad-500 033.
4. Programme Dates	:	18.12.2017 to 20.12.2017
5. Name of the Candidate to be deputed: (in Capital Letters)	:	
6. SC/ST/OBC/Others	:	
7. Date of Birth	:	
8. Designation	:	
9. Academic Qualifications	:	
10. Professional Qualification	:	
11. Address for Communication & Mobile No.	:	
12. Brief description of duties of the officer	:	
13. Accommodation required in the institute (Yes/ No)	:	

Signature of the Participant

TO BE FILLED IN BY THE RELIEVING AUTHORITY

Certified that:

- (a) the particulars given above are correct.
 (b) Due care has been taken of the training needs of the officer nominated with reference to his present/future duties viz-a-viz the contents of the course
 (c) The Officer, if selected, will be relieved on full time basis for attending the programme

ADDRESS FOR COMMUNICATION (Relieving Authority)

PIN: PHONE(O) FAX: EMAIL

(Signature of the Relieving authority with Seal)

Name & mobile number of Training In charge / Coordinator of your Department: