GOVERNMENT OF TELANGANA

OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
TELANGANA :: HYDERABAD

Sub:-TECHNICAL EDUCATION – "One day Training Programme on GST for DDOs" on 27-02-2019 Nominations called for by Dr. MCRHRDI, Hyderabad – Reg.

Ref:- Lr. No. T2/CFM/KJMG/676/2018, Dt:28.01.2019 received from the Director General, Dr. MCRHRDI, Hyderabad received through mail.

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With reference to the subject cited, all the Principals of Govt. Polytechnics of Telangana state are hereby informed that Dr. MCRHRDI, Hyderabad is conducting “One day Training Programme on GST for DDOs” on 27.02.2019. The Principals are requested to circulate the same among DDOs or “Supts./SAs/ JAs involved in Drawals” and forward nominations in the enclosed proforma to this office on or before 15.02.2019 in order to submit to Dr. MCRHRDI, Hyderabad before 18.02.2019. They may send the nomination to adtrg.ts@gmail.com.

Encl: Annexure I & II

To
The Principals of All Govt. Polytechnics under control of Department of Technical Education, TS.
Copy to Secretary, SBTET, TS, Hyderabad.

II T. C. I.

Signature valid
Digitally signed by NITIN MITTAL IAS
Date: 2019.02.28 02:36:36 IST
Reason: Approval

COMMISSIONER

ASSISTANT DIRECTOR
Department of Technical Education
Government of Telangana, Hyderabad.
GOVERNMENT OF TELANGANA
Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA
Road No.25, Jubilee Hills, Hyderabad - 500 033.

From
The Director General,
Dr. MCR HRD Institute of Telangana,
Road No. 25, Jubilee Hills,
Hyderabad – 500 033.
Phone No: 040-23557582
Fax No:-040-23557584


Sir / Madam,

Sub: Dr. MCR HRD Institute of Telangana – Training – CFM – One day Training
Programme on GST for DDOs on 27.02.2019 – Nominations invited – Reg.

Dr. MCR Human Resource Development Institute is organising One day Training
Programme on GST for DDOs on 27.02.2019 at the Institute, located at Road No.25,
Jubilee Hills, Hyderabad - 500 033.

2. A brief information of the programme, including aim, objectives, along with level
of participants etc., is enclosed in Annexure - I.

3. Nominations are invited from your Department for the above Programme.
Nominations may be sent in the prescribed Form enclosed (Annexure II) on or before
18.02.2019.

4. This is an Optionally Residential course. A shuttle service bus is arranged from
Jubilee Hills check post to the Institute campus and back Jubilee Hills check post.
Accommodation & Boarding will be provided to the participants on request in advance.

5. Please do not relieve the nominees till you receive confirmation from this
Institute.

Yours faithfully,

K. Jagan Mohan Goud
Centre Head –CFM
For Director General

Encl: Annexure I & II
<table>
<thead>
<tr>
<th>Programme Title</th>
<th>One day Training Programme on GST for DDOs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Venue</td>
<td>Dr. MCR Human Resource Development Institute of Telangana, Road No.25, Jubilee Hills, Hyderabad – 500 033</td>
</tr>
<tr>
<td>Duration</td>
<td>1 day</td>
</tr>
<tr>
<td>Dates</td>
<td>27.02.2019</td>
</tr>
<tr>
<td>Aim</td>
<td>To familiarise the participants with the TDS provisions relating to Goods and Services Act, 2017.</td>
</tr>
</tbody>
</table>
| Objectives                       | ➢ List the various circular memos issued by Govt. of Telangana  
➢ Explain the concept of supply in GST  
➢ Explain the guidelines issued for DDOs under the new act  
➢ Identify the various Goods and Services and the amount to be deducted to each such service  
➢ Explain the procedure regarding DDOs registration with the portal to get the GSTIN  
➢ State the steps involved in compliance of the provisions i.e., Registration, Deduction, Deposit in govt. account and Filing of tax return  
➢ Explain payment process of TDS under GST  
➢ Differentiate between when tax deduction is required and when not required  
➢ Differentiate between option I & II of payment process  
➢ Generate TDS certificate through GSTN Portal  
➢ Explain the consequences of non-compliance of provisions i.e., Late fee, Interest and Penalty |
| Level and type of Participants   | Preferably DDOs Or Supts./SAs/JAs involved in Drawals |
| Last date of receipt of Nominations | 18.02.2019                          |
| Name of the Course Coordinator  | Sri K. Jagan Mohan Goud, Centre Head – CFM & Dir. (Infra) |
| Contact Address                  | Dr. MCR HRD IT  
Road No.25, Jubilee Hills  
Hyderabad - 500 033.  
Phone No: 040-23557582, Ex:175  
Fax: 040-23557584  
Mobile No. +91 80084 22262  
Email: jaganmohangoudk@mcrhrdi.gov.in |
# ANNEXURE – II
## NOMINATION FORM

<table>
<thead>
<tr>
<th>1. Programme Title</th>
<th>One day Training Programme on GST for DDOs</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Name of the Institute</td>
<td>Dr. MCR Human Resource Development Institute of Telangana</td>
</tr>
<tr>
<td>3. Venue</td>
<td>Dr. MCR HRD IT, Road No.25, Jubilee Hills, Hyderabad-500 033</td>
</tr>
<tr>
<td>4. Programme Date</td>
<td>27.02.2019</td>
</tr>
<tr>
<td>5. Name of the Candidate: (in Capital Letters)</td>
<td></td>
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<tr>
<td>7. SC/ST/OBC/Others:</td>
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<tr>
<td>8. Date of Birth</td>
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<tr>
<td>9. Designation</td>
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<tr>
<td>10. Pay Scale</td>
<td></td>
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<tr>
<td>11. Basic Pay</td>
<td></td>
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<tr>
<td>12. Academic Qualifications</td>
<td></td>
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<tr>
<td>13. Professional Qualification</td>
<td></td>
</tr>
<tr>
<td>14. Address for Communication</td>
<td></td>
</tr>
<tr>
<td>15. Brief description of duties of the officer</td>
<td></td>
</tr>
</tbody>
</table>

**SIGNATURE OF THE CANDIDATE**

**TO BE FILLED IN BY THE SPONSORING 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 TO THE SPONSORING ORGANIZATION**

<table>
<thead>
<tr>
<th>PIN:</th>
<th>PHONE(0):</th>
<th>FAX:</th>
<th>EMAIL:</th>
</tr>
</thead>
</table>

(Signature of the Sponsoring authority with Seal)

Ref. No. of Sponsoring Authority

Place & Date