



**Office of the Commissioner of Income tax  
(Admin & Computer Operations)  
IIIrd Floor, IT Towers, AC Guards,  
Hyderabad - 500 004.**

F. No. CIT (Admin & CO)/DSC/2017-18

Dated: 17.07.2017

**OFFICE ORDER**

Sub: Implementation of Digital Signature Certificate under ITBA/HRMS for DDOs-  
Reg

Ref: F. No. System/ITBA/Digital Signature/16-17/181 dated 15.03.2017.

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All Administrative Officers (DDO) working under the charge of Pr. CITs / CITs/ DITs are directed to apply for Digital Signature Certificates (DSC) through ITBA Module to approve the employee basic information. In this regard a training session will be conducted for acquiring DSC on 21.07.2017 at MSTU Aayakar Bhavan, Hyderabad. The all the officers are required to attend the session along with the following scanned (in .jpeg format) and physical documents to collect the DSC tokens.

1. Photograph 2. Signature 3. PAN Card 4. Aadhar Card 5. Identity Card  
(Passport Size)

2. All the officers are required to bring Xerox copies of PAN Card, Aadhar Card and Id. cards duly attested by a Gazatted Officer(not self) along with RSA token, User Id, password, HRMS password to login to ITBA and upload the documents to get DSC. The physical DSC in the form of token will be handed over to the Officers on that training date itself.

3. The list of officers is attached below:

S.No	Name	Office	Mobile Number
1.	K.H. Krishnan	Pr.CCIT	8985970440
2.	T. Satyanarayana	PCIT-1	8985970959
3.	Radha Murthy	CIT(TDS)	8985971160
4.	Rajani Kumari Voleti	Sr AR-II(ITAT-A)	8985970453
5.	R. Rajashekar	Sr AR-II(ITAT-B)	8985970422
6.	Jagan Mohini G.	CCIT, Hyd	8985970952
7.	Zameer Ahmed	PCIT-2	8985970957
8.	Syed Shafiullah	PCIT-3	8985970950
9.	Mohd. Nayeemuddin	PCIT-5	8985970927
10.	Annapurna V.L.	PCIT-6	8985970929

11.	K. Sudhakar Reddy	PCIT-7	
12.	S.Shekana	CIT(Audit)	8985971304
13.	P. Ravindranath	CCIT, Vijayawada	9030364757
14.	T. Hyrudayaraju	PCIT, Guntur	8985970430
15.	P.V.V. Satyanarayana	PCIT, Tirupati	8985970935
16.	D. Krishna Mohan	CIT(TDS), Vijayawada	8985970939
17.	Aruna Sri V.	DGIT(Inv), hyd	8985970421
18.	Vijaya Bhaskar Sabavath	CIT(I & CI)	8985970967
19.	Usha Karthikeyan	CIT(E)	8985970960
20.	Geeta Vijaykumar	CIT(IT&TP)	8985970984
21.	Ramesh Ravulakolla	PCIT-4	8985970946
22.	Parvathi Chauhan	Pr.DIT(Central)	
23.	Paul Jaisingh	PCIT, Vijayawada	8985970948
24.	Gyaneshwar	Pr. DIT(Inv)	8985971161

*P. Krishna Moorthy*

(P. Krishna Moorthy)  
Joint Director(Systems)  
O/o. CIT(Admn. & TPS), Hyderabad