



GOVERNMENT OF TELANGANA

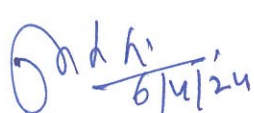
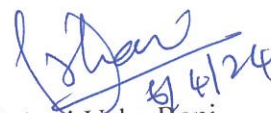
Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA
Foundation Training Program for the Assistant Section Officers (DR) of Central Secretariat, GoI
(Sponsored by Institute of Secretarial Training & Management, New Delhi)


Date: 08.04.2024 to 07.06.2024

Week- 1(April 8th to 13th, 2024)

SESSION PLAN FOR GROUP- A

TIME	Monday 08	Tuesday 9	Wednesday 10	Thursday 11	Friday 12	Saturday 13		
6.30 AM to 7.30 AM	YOGA & PT		YOGA & PT		YOGA & PT			
7.30 AM to 9.30 AM	Break							
9.30 AM to 10.45 AM	Registration , Distribution of Kits, etc	HOLIDAY- UGADI	Topic-Team Building Smt.Nirmala Sambamoorthy, Management Consultant	HOLIDAY- RAMZAN	Topic - Basic Concepts of Public Finanace Dr.Ch.V.Sai Prasad, IA&AS Director (INTD)	S e p a r a t e C i r c u l a w i l l b e I s s u e d		
10.45 AM to 11.00 AM								
11.00 AM to 12.15 PM	Inauguration DG & JD, ISTM (11.00 am to 11.40) Tea Break (11.40 to 12.15 Noon)							
12.15 PM to 1.30 PM	Course Overview							Tea Break Topic - Book Review Dr.K.Narendranat h Menon, Former Professor of Management, Osmania University
1.30 PM to 2.30 PM	Lunch Break						Lunch Break	Lunch Break
2.30 PM to 3.30 PM	Icebreaking Session Expectation Sharing Smt. Nirmala Sambamoorthy, Management Consultant (Akshara Hall) Group A & B						Topic - General conditions of Service Smt. Subhadra, Chief Accounts Officer,Prl. Commissioner of Central Taxes, Visakhapatnam	Topic - Overview of CCS (Conduct) Rules Smt.Geetha Jayapalan, Supdt. of GST
3.30 PM to 3.45PM								
3.45 PM to 4.45 PM								
4.45 PM to 5.30 PM	Group Photo						Computer Lab	Library Hour
Venue	Classroom: 028, Ground floor, Admn. Block				Tea Breaks: 10.45 AM to 11.00 AM & 3.30 PM to 3.45PM			

Topic	Speakers
Registration , Distribution of Kits etc	Course Team
Inauguration	Dr. Shashank Goel, IAS, DG of the Institute & Spl. CS to Government of Telangana
	Shri Naresh Bhardwaj, JD, GoI, Minstry of Personnel , PG & Pensions, ISTM, Delhi
Group Photo	DG, JD-ISTM & Course Team, Participants
Introduction and Course Overview	Course Team
Icebreaking Session, Expectation sharing	Smt. Nirmala Sambamoorthy, Director, Ascent Leadership and Management Consultants Pvt. Ltd.
Team Building	Smt. Nirmala Sambamoorthy, Director, Ascent Leadership and Management Consultants Pvt. Ltd.
General conditions of Service	Smt. Subhadra, Prl. Commissioner of Central Taxes, Visakhapatnam
Basic Concepts of Public Finance	Dr.Ch.V.Sai Prasad, IA&AS , Director (INTD), O/o DGA (C), Hyderabad.
Book Review	Dr.K.Narendranath Menon, Former Professor of Management, Osmania University, Hyderabad
Over View of CCS (Conduct) Rules	Smt.Geetha Jayapalan, Superintendent of GST
MORNING ACTIVITY	
<u>Yoga and Physical Training (PT) Venue & Timings</u> Yoga:06.30am to 07.00am PT:07.00am to 07.30am Venue:Vivekananda Lawns	
 6/4/24 Dr. Mohammed Abbas Ali, Sr. Academic Advisor	 6/4/24 Dr.Kandukuri Usha Rani Sr. Faculty & Centre Head- CDS Course Director


6/4/24
DG