



Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA

Foundation Course (FC) for

Newly recruited Group - II Service Officers of Telangana

31.08.2026 to 19.09.2026 (Batch-II-A)



Week - 2 (R1)

(07.09.2026 to 13.09.2026)

TIME	Monday 07	Tuesday 08	Wednesday 09	Thursday 10	Friday 11	Saturday 12	Sunday 13
09.30AM to 10.00AM	Trek @ Kadthal reserve forest area, RR District	Recap	Recap	Recap	Recap	Village Visit of Mulkanoor	Village Visit of Mulkanoor
10.00 AM to 11.00 AM		Noting & Drafting Skills (Sri D. Shiva Prasad, Faculty (Retd.), Dr. MCRHRDI)	Mental Health & Wellbeing (Sri Vanga Laxmi Krishna Prasad, Yoga Instructor)	Leave Rules (Sri Bh Panduranga Sarma, Dy. Director, T&A Dept.)	Pension Rules (Sri M. Shankaraiah, A/c Officer (Retd.), Dr. MCR HRDI)		
11.00 AM to 11.15 AM		Tea Break					
11.15 AM to 12.15 PM		Noting & Drafting Skills (Sri D. Shiva Prasad)	Anti-Corruption Bureau (ACB) & Vigilance Procedures (Sri Ch. Seetaramulu, Consultant, CIS)	Leave Rules (Sri Bh Panduranga Sarma)	Pension Rules (Sri M. Shankaraiah)		
12.15PM to 01.15PM		Lunch Break					
01:15PM to 02:15PM		Record Management (Dr.K. Suresh Kumar, Faculty, Dr. MCRHRDIT)	Emotional Intelligence (Dr. Kalanjeri Venkatesh Satya, Faculty, CMB)	National Pension System (NPS) (Sri Bh Panduranga Sarma)	Essay Writing competition on "Elimination of Single Use Plastic"		
02.15 PM to 03.15 PM		Tea Break					
03.15 PM to 03.30 PM		Ethics in Administration (Lt. Dr. K.Sukumar, Sr. Faculty, CLP, Dr. MCR HRD IT)	Right to Information (RTI) Act, 2005 (Sri Srinivas Madhav, Consultant, TMU, Dr. MCRHRDIT)	National Pension System (NPS) (Sri Bh Panduranga Sarma)	Gender Sensitisation (Prof. (Dr.) Madhavi Ravulapati, Professor & Head-CLP, Course Director)		
03.30 PM to 04.30 PM							
04.30PM to 05.30PM							
Venues	Dress Code: Formal Class Room : S.R. Sankaran Hall, 2nd Floor, Admin Building Lunch Break : Trupti Dinning Hall, Ground Floor, Tungabhadra Block			1) Morning Activity (PT): From 06.30am to 07.30am Venue: New Football Ground 2) Mini Marathon on 11.09.2026 3) Essay Writing competition on "Elimination of Single Use Plastic" on 11.09.2026 from 02:15pm to 03:15pm			

Prof. (Dr.) Madhavi Ravulapati
Professor & Head-CLP,
Course Director

SD/-
Santhi Kumari, IAS
Vice Chairperson & Director General