



Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA
Foundation Course (FC) for
Newly recruited Group – II Service Officers (ASOs) of Telangana
(05.01.2026 to 04.03.2026)



Week - 1 (R2)
(05.01.2026 to 11.01.2026)

TIME	Monday 05	Tuesday 06	Wednesday 07	Thursday 08	Friday 09	Saturday 10	Sunday 11	
10.30 AM to 11.30 AM	Registration	Role of ASOs in Telangana Secretariat (Sri. S.S. Sudhakar, Dy. Secretary, Finance (Retd.))	Online Registrations	Telangana State Civil Services (CCA) Rules, 1991 (Sri K. Jagan Mohan Goud, Consultant,TMU Dr. MCR RHD IT)	Telangana State & Sub-oridnate Service Rules (Sri P.V.S. Pathanjali, AAO, Agriculture Farmer Welfare Commission)	S e c o n d (H o l i d a y) S a t u r d a y	S u n d a y (H o l i d a y)	
11.30 AM to 11.45 AM		Tea Break						
11.45 AM to 12.45 PM	Registration	Communication & Presentation Skills (Sri Vivek Modi Life Skills Corporate Trainer) (11:45am to 01:00pm)	Online Registrations	Telangana State Civil Services (CCA) Rules, 1991 (Sri K. Jagan Mohan Goud)	Telangana State & Sub-oridnate Service Rules (Sri P.V.S. Pathanjali)			
12:45pm to 01:45pm			Course Overview (Dr. Madhavi Ravulapati Professor (i/c) & Head-CLP Course Director)					
01:45pm to 02:45pm	Lunch Break							
02.45 PM to 03.45 PM	Inaugural Function Chief Guest Smt. A.Santhi Kumari, IAS	Structure and functions of Telangana Secretariat (Sri. S.S. Sudhakar)	Telangana State Civil Services (Conduct) Rules, 1964 (Sri K.Nagaraju, Sr. Lecturer, CFE Dr. MCR RHD	Telangana Orientation (Capt.(Dr.) Lingala Panduranga Reddy, Head-CTS, Dr. MCR RHD IT)	Interaction with Smt. Santhi Kumari, IAS Vice Chairperson & Director General, Dr. MCR HRD IT)			
03.45 PM to 04.00 PM	Tea Break							
04.00 PM to 05.00 PM	Course Briefing Session Sri Arun Kumar, IAS (Retd.)	Duties & Responsibilities of Different Functionaries in Secretariat (Sri. S.S. Sudhakar)	Telangana State Civil Services (Conduct) Rules, 1964 (Sri K.Nagaraju)	Telangana State Civil Services (CCA) Rules, 1991 (Sri K. Jagan Mohan Goud)	Interaction with Smt. Santhi Kumari, IAS Vice Chairperson & Director General, Dr. MCR HRD IT)			
Venues	Dress Code: Formal Class Room : Shravan Kumar Hall, 3rd Floor, Tungabhadra Hostel Lunch Break : Pushti Dinning Hall, 1st Floor, Tungabhadra Hostel							
Sd/- Dr. Madhavi Ravulapati Course Director				Sd/- Santhi Kumari, IAS Vice Chairperson & Director General				