



Dr.MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA
Centre for Public Administration
Induction Training Programme(ITP) for Junior Assistants of Telangana State
From 27.09.2021 to 23.10.2021
Week 3: TENTATIVE SCHEDULE(Batch 8)
Course Coordinator: Prof. A S Ramachandra

TIME TABLE

11.10.2021 to 16.10.2021 & 17.10.2021

TIME	MONDAY 11	TUESDAY 12	WEDNESDAY 13	THURSDAY 14	FRIDAY 15	SATURDAY 16	SUNDAY 17	
09.30 am - 10.25 am	Citizen Centric Governance -Sri Harpreet Singh, IAS Director General, Dr. MCR HRD IT COMBINED CLASS for BATCHES 8&9@AKSHARA HALL	TS GLI & GPF -Sri Bh. Panduranga Sarma, Secretary, TS Information Commission, Hyd.	Prioritising Work -Dr. K.Tirupatiah, IFS(Retd.) CC(T), Dr.MCR HRD IT COMBINED CLASS for BATCHES 8&9@AKSHARA HALL	Welfare Schemes of Telangana State Smt.G. Jhansi Rani, Faculty, Dr. MCR HRD IT	Holiday (Vijaya Dasami)	Holiday (Following day of Vijaya Dasami)		
10.25am- 11.20am	Work related Success Tips -Sri Saka V Rao, JFM-CPA, Dr. MCR HRD IT COMBINED CLASS for BATCHES 8&9@AKSHARA HALL		Fundamental Rules -Sri T M Basha, Sr. Lecturer, AcTW COMBINED CLASS for BATCHES 8&9@AKSHARA HALL	Pay Fixations -Sri T M Basha, Sr. Lecturer, AcTW COMBINED CLASS for BATCHES 8&9@AKSHARA HALL				
11.20am - 11.35am	TEA BREAK							
11.35am - 12.30pm	Gender sensitisation & laws related to Women -Dr. Madhavi Ravulapati Assoc. Prof. of Law & Head-CPA, Dr.MCR HRD IT COMBINED CLASS for BATCHES 8&9@AKSHARA HALL							
12.30pm - 01.25pm								
01.25pm - 02.30pm	LUNCH							
02.30pm - 03.25pm	Role of Jr. Assistants -Dr. K.Tirupatiah, IFS(Retd.) CC(T)	ICT-7 -Smt. K. Jyoti, Faculty, Dr.MCR HRD IT	Leave Rules -Sri GVV Subba Rao, Sr. Lecturer, AcTW COMBINED CLASS for BATCHES 8&9@AKSHARA HALL	ICT-10 -Smt. K. Jyoti, Faculty, Dr.MCR HRD IT				
03.25pm - 03.40pm		TEA BREAK		TEA BREAK				
03.40pm - 04.35pm	Pro-activeness (Motivation) -Dr. K.Tirupatiah, IFS(Retd.) CC(T)	ICT-8 -Smt. K. Jyoti, Faculty, Dr.MCR HRD IT		ICT-11 -Smt. K. Jyoti, Faculty, Dr.MCR HRD IT				
04.35pm - 05.30pm		ICT-9 -Smt. K. Jyoti, Faculty, Dr.MCR HRD IT		ICT-12 -Smt. K. Jyoti, Faculty, Dr.MCR HRD IT				
VENUES	Batch-08: Room No.222 (Madanna Hall) Full Group: Akshara Hall			Yoga: From 06.30am-07.30am Vivekananda Hall/ Ramadas Rangastali				
	Computer Labs: Room No.116			Games: 06.00pm to 07.00pm				