

**DR.MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA
GOVERNMENT OF TELANGANA**

**Annual Training Calendar for the year 2025-26
State Budget Programmes**

Centre for Law & Public Administration (CLP)

Sl. No.	Programme Name	From	To	Duration	Expected No. of Trainees	No.of Trainee Days	CC	Budget @ 1000 ph pd	Traget Group
1	2	3		4	5	6	7	8	9
1.	Foundation Course for Junior Assistants	02.04.2025	03.05.2025	32	61	1952	SVR	1952000	Conducted
2.	Foundation Course for Junior Assistants-1	26.05.2025	24.06.2025	30	52	1560	Dr.KS	1560000	Conducted
3.	Foundation Course for Junior Assistants-2	26.05.2025	24.06.2025	30	43	1290	Dr.KS	1290000	Conducted
4.	Foundation Course for Junior Assistants	16.06.2025	11.07.2025	26	52	1352	Dr.KSK	1352000	ongoing
5.	Foundation Course for Junior Assistants	01.07.2025	30.07.2025	30	50	1500	Dr.KS	1500000	Newly recruited Junior Assistants
6.	Foundation Course for Junior Assistants	01.08.2025	02.09.2025	33	50	1650	Dr.KSK	1650000	Newly recruited Junior Assistants
7.	Foundation Course for Junior Assistants	01.09.2025	30.09.2025	30	50	1500	Dr.KS	1500000	Newly recruited Junior Assistants
8.	Foundation Course for Junior Assistants	06.10.2025	04.11.2025	30	50	1500	Dr.KSK	1500000	Newly recruited Junior Assistants
9.	Foundation Course for Junior Assistants	10.11.2025	06.12.2025	27	50	1350	Dr.KSK	1350000	Newly recruited Junior Assistants
10.	Foundation Course for Junior Assistants	01.12.2025	31.12.2025	31	50	1550	Dr.KSK	1550000	Newly recruited Junior Assistants
11.	Foundation Course for Junior Assistants	27.01.2026	23.02.2026	28	50	1400	Dr.KSK	1400000	Newly recruited Junior Assistants
12.	Foundation Course for Junior Assistants	23.02.2026	24.03.2026	30	50	1500	Dr.KS	1500000	Newly recruited Junior Assistants
Center for Information Technology(CIT)									
1.	Orientation Training Programme on eOffice Management	21.04.2025	23.04.2025	3	30	90	Ch. S	90000	Conducted
2.	Specialized training programme on MS Office	05.05.2025	07.05.2025	3	30	90	Md K	90000	Conducted

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3.	Training Program on Artificial Intelligence for Good Governance	15.05.2025	17.05.2025	3	30	90	VJ	90000	Conducted
4.	Specialised Training Programme on Data Analytics with Excel	22.05.2025	24.05.2025	3	30	90	Ch. S	90000	Conducted
5.	Specialized training programme on MS Office Tools	09.06.2025	11.06.2025	3	30	90	VJ	90000	Conducted
6.	Awareness programme on Cyber Security	16.06.2025	18.06.2025	3	30	90	Md K	90000	Conducted
7.	Orientation Training Programme on eOffice Management	07.07.2025	09.07.2025	3	30	90	Ch. S	90000	All the State Govt. Employees
8.	Orientation Training Programme on Emerging Technologies	14.07.2025	16.07.2025	3	30	90	VJ	90000	All the State Govt. Employees
9.	Specialized Training Programme on Office Productivity	28.07.2025	30.07.2025	3	30	90	VJ	90000	All the State Govt. Employees
10.	Orientation Training Programme on Cyber Security	04.08.2025	06.08.2025	3	30	90	Md K	90000	All the State Govt. Employees
11.	Basic Computer training on MS Office	18.08.2025	20.08.2025	3	30	90	Ch. S	90000	All the State Govt. Employees
12.	Orientation Training Programme on eOffice Management	08.09.2025	10.09.2025	3	30	90	Md K	90000	All the State Govt. Employees
13.	Specialised Training Programme on Data Visualization with Excel	15.09.2025	17.09.2025	3	30	90	Ch. S	90000	All the State Govt. Employees
14.	Training Program on Artificial Intelligence for Good Governance	25.09.2025	27.09.2025	3	30	90	VJ	90000	All the State Govt. Employees
15.	Specialised Training Programme on Data Analytics with PowerBI	06.10.2025	08.10.2025	3	30	90	Md K	90000	All the State Govt. Employees
16.	Orientation Training Programme on Cyber Crime & Cyber Security	16.10.2025	18.10.2025	3	30	90	VJ	90000	All the State Govt. Employees
17.	Specialized Training Programme on Office Productivity	10.11.2025	12.11.2025	3	30	90	Ch. S	90000	All the State Govt. Employees
18.	Specialised Training Programme on Data Protection and Social Media Concepts	17.11.2025	19.11.2025	3	30	90	Ch. S	90000	All the State Govt. Employees
19.	Basic Computer training on MS Office	27.11.2025	29.11.2025	3	30	90	Md K	90000	All the State Govt. Employees
20.	Specialized training programme on Advanced MS Excel	01.12.2025	03.12.2025	3	30	90	Ch. S	90000	All the State Govt. Employees
21.	Orientation Training Programme on eOffice Management	29.01.2026	31.01.2026	3	30	90	Md K	90000	All the State Govt. Employees
22.	Specialized Training Programme on Office Productivity	05.02.2026	07.02.2026	3	30	90	VJ	90000	All the State Govt. Employees
23.	Training Program on Artificial Intelligence for Good Governance	16.02.2026	18.02.2026	3	30	90	Ch. S	90000	All the State Govt. Employees
24.	Specialised Training Programme on Data Analytics with PowerBI	02.03.2026	04.03.2026	3	30	90	Md K	90000	All the State Govt. Employees

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CTS & CMB									
1	Role of Women in History of Deccan/India.	24.04.2025	26.04.2025	3	30	90	GVL	90000	Cancelled
2	A Four Week Foundation Course for Junior Assistants	05.05.2025	02.07.2025	24	50	1200	Dr.P.S	1200000	Conducted
3	Heritage Laws and their Importance	15.05.2025	17.05.2025	3	30	90	GVL	90000	Cancelled
4	Importance of Equine in culture and history of India.	19.06.2025	21.06.2025	3	30	90	GVL	90000	Middle Level Officers, Gazetted officers of various departments & Education dept., officers
5	A three day program on Temples in Telangana Past and Present future.	15.07.2025	17.07.2025	3	30	90	Dr.P.S	90000	Middle Level Officers, Gazetted officers of various departments & Education dept., officers
6	Telangana History, Culture and Heritage of Telangana through ages	24.07.2025	26.07.2025	3	30	90	GVL	90000	Middle Level Officers, Gazetted officers of various departments & Education dept., officers
7	Importance of Research and Teaching of History	21.08.2025	23.08.2025	3	30	90	GVL	90000	Middle Level Officers, Gazetted officers of various departments & Education dept., officers
8	Revenue Administration-Land Governance and Land Laws in Telangana.	28.08.2025	30.08.2025	3	30	90	Dr.P.S	90000	Middle Level Officers, Gazetted officers of various departments & Education dept., officers
9	Skill Development Initiatives in Telangana	09.09.2025	11.09.2025	3	30	90	Dr.P.S	90000	Middle Level Officers, Gazetted officers of various departments & Education dept., officers
10	Green Energy: Policies Initiatives in Telangana.	25.09.2025	27.09.2025	3	30	90	Dr.P.S	90000	Middle Level Officers, Gazetted officers of various departments & Education dept., officers
11	Initiatives in Farms sector in Telangana.	06.10.2025	08.10.2025	3	30	90	Dr.P.S	90000	Middle Level Officers, Gazetted officers of various departments & Education dept., officers
12	Importance of Archives in rewriting of history	19.02.2026	21.02.2026	3	30	90	GVL	90000	Middle Level Officers, Gazetted officers of various departments & Education dept., officers

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Centre for Finance & Economics (Audit Training Wing)									
1	Orientation programme for Deputy Directors, District Audit Officers, Audit Officers in Scrutinizing audit reports and taking effective follow up action	08.05.2025	09.05.2025	2	40	80	K.Babu	80,000	Conducted
2	Training programme on Taxation in Local Governments and its Audit	20.06.2025	21.06.2025	2	25	50	GM	50,000	Conducted
3	Foundation and Induction Training for Assistant Audit Officers recruited under Group - I Services	05.05.2025	15.11.2025	28 Weeks	42	8232	GM	82,32,000	Assistant Audit Officer
4	Induction Training for Senior Auditors recruited under Group - III Services	01.10.2025	31.01.2026	120	61	7320	GM	73,20,000	Senior Auditors
5	Induction Training for Junior Auditors recruited under Group - IV Services	01.12.2025	31.03.2026	120	30	3600	GM	36,00,000	Junior Auditors
6	Training Programme to Junior Auditors, Senior Auditors and Assistant Audit Officers on General violations of Tender Procedures and raising audit paras.	06.10.2025	07.10.2025	2	25	50	GM	50,000	Senior Auditors and Assistant Audit Officers
7	Workshop for Examiner of Accounts, Financial Advisors and Assistant Examiner of Accounts working in Municipal Corporations on pre audit of bills and the issues concerned with pre audit and the checks to be exercised before and while making payments	13.11.2025	15.11.2025	3	25	75	GM	75,000	EOA, FA and Asst. EOA
8	Training Programme on Drafting of Audit Objections and Audit Reports/ Settlement of Audit objections	19.12.2025	20.12.2025	2	25	50	GM	50,000	Junior Auditors, Senior Auditors and Assistant Audit Officers
Centre for Finance & Economic (Accounts Training Wing)									
1	174th Induction Training Programme for S.A.s of J.A.s of Treasuries and Accounts Department	07.04.2025	20.06.2025	75	50	3750	YR	37,50,000	Conducted
2	Foundation course for Newly recruited Divisional Accounts Officers (Works) Gr-II	12.05.2025	11.09.2025	123	52	6396	KNR	63,96,000	On going
3	175th Induction Training Programme for S.A.s of J.A.s of Treasuries and Accounts Department	07.07.2025	19.09.2025	75	50	3750	GVRK	37,50,000	Senior Accountants/Junior Accountants of Treasuries and Accounts Department
4	176th Induction Training Programme for S.A.s of J.A.s of Treasuries and Accounts Department	06.10.2025	19.12.2025	75	50	3750	YR	37,50,000	Senior Accountants/Junior Accountants of Treasuries and Accounts Department
5	177th Induction Training Programme for S.A.s of J.A.s of Treasuries and Accounts Department	05.01.2026	20.03.2026	75	50	3750	KNR	37,50,000	Senior Accountants/Junior Accountants of Treasuries and Accounts Department

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