



Dr. MCR HRD INSTITUTE OF ANDHRA PRADESH
Foundation Course for Group - I Service Officers
9th July, 2012 to 25th August, 2012

		WEEKLY SCHEDULE											
		09.07.2012 to 14.07.2012						WEEK-1 - R1					
		09.07.2012 Monday	10.07.2012 Tuesday	11.07.2012 Wednesday	12.07.2012 Thursday	13.07.2012 Friday	14.07.2012 Saturday						
9.30am to 10.30am	A	& I N A U G U R A T I O N & C O U R S E O V E R V I E W	Course Briefing	M&BS-1-3 (Dayaanand Shanmugham & Ms. Maneesha)	L&LM-4 (Dr.GBR)	L&LM-5&6 (Dr.GBR)	S E C O N D H R S A M T D U A R D N A Y -						
	B				PAGE-1 (DRK.Sarma, IAS (Rtd))			PAGE-5&6 (Dr.B.Janardhan Reddy,IAS)	L&LM-5&6 (Dr.GBR)				
	A								TEA B R E A K	TEA B R E A K			
	B				PAGE-2 (DRK.Sarma, IAS (Rtd))			IT&e-Gov-1					
	12.00Noon to 1.00 pm				LUNCH BREAK								
	A				PAGE-3&4 (Smt.C.S.Rama Lakshmi,IFS)			L&LM-1 (Dr.GBR)	PAGE-7&8 (Dr.Jaya Prakash Narayan,IAS)				
	B							L&LM-2&3 (M.Suneel Kumar)		TEA B R E A K	TEA B R E A K		
	A				Constitution of Club				PAGE-7&8 (MRP)	SM&OP-1 (T.Sambasiva Rao)			
	B							IT&e-Gov-1					
	4.10pm to 5.00pm												
V E N U E	A	A Group H. No.: 228 B Group-H.No.: 422 Full Group: Auditorium / Tungabhadra Conference hall	Computer Labs : Lab No.304 Lab No.316	1) Inauguration of the Course will be held at 5pm in the Auditorium on 09.07.2012 (Monday) 2) Ice breaking session at 3pm in the Auditorium. All the OTs to occupy their seats by 2.45pm 3) Course Overview and Shistachar at 3.45pm in the Auditorium 4) High tea after Inaugural function in the Open Auditorium Lawns 5) Film-Chek De India at 7pm on 10.07.2012 (Tuesday) in the Auditorium 6) Heritage walk on 14.07.2012 (Sunday) at 6 pm									
	B												

ACADEMIC INPUTS		GUEST SPEAKERS	
	Course Overview & Shistachar - Constitution of the Club-GCS		
PAGE-1 & 2	Decentralisation and Local Self Government and 73rd Amendment-Sri D.R.K. Sarma	Sri D.R.K. Sarma, IAS (R),Project Consultant, Rural Development Programmes	
PAGE-3&4	Women Empowerment – SHGs-Smt. C. Rama Lakshmi, IFS	Smt. C. Rama Lakshmi, IFS, Commissioner, Sericulture	
M&BS -1-3	Personality development Lab- Sri. Dayaanand Shanmugham	Executive Coach,Shrishti Consultantz, Secundrabad	
	Personality development Lab - Ms. Maneesha Dayaanand	Performance Counselor & Executive Coach, Shrishti Consultantz, Secundrabad	
L&LM-1	General Principles of Law - Dr. GBR	Dr. GB. Reddy,Professor, University College of Law, Osmania University, Hyderabad	
L&LM-2&3	Constitution and Tribal Laws - Sri.M.Suneel Kummar	State Director, Rural Development Institute in India	
L&LM-4	Civil Procedure Code - Dr. GBR	Dr. GB. Reddy, Professor, University College of Law, Osmania University, Hyderabad	
PAGE-5&6	Urban Governance - Dr.B. Janardhan Reddy, IAS	Commissioner & Director, Municipal Administration	
PAGE-7&8	Ethics & Social Responsibility - MRP		
L&LM-5&6	IPC-General exceptions , specific offences - Dr. GBR	Dr. GB. Reddy,Professor, University College of Law, Osmania University, Hyderabad	
SM&OP - 1	District Office Manual - Sri T. Sambasiva Rao	Accounts Officer, Medical & Health Department	
PAGE-7&8	Role of the Civil Servants & Politicians - Dr.Jaya Prakash Narayan,IAS	Member of Legislative Assembly	
SUBJECTS ABBREVIATIONS		FACULTY ABBREVIATIONS	
PAGE	: Public Administration, Governance & Ethics	MSZ	Shri Md.Shafiqz Zaman, IAS
FMG&PA	: Financial Management in Govt.&Public Accountability	Dr.PM	Dr. Prasanta Mahapatra, IAS
L&LM	: Law & Legal Matters	RRA	Smt. Ranjeev R. Acharya, IAS
M & BS	: Management & Behavioural Studies	MRP	Shri M.Rama Prasad, IFS
SM&OP	: Service Matters & Office Procedures	GCS	Shri G. Chandrashekar Reddy, IFS
IT & e-Gov.	: IT & e-Gov.	SRS	Shri S. Rajasekhar
		MVN	Sri M. Visweswara Naidu
		Dr.OVS	Dr.O.Vijayasree
PTClasses: Daily 6.00 - 7.00 am		Dr.CK	Dr. Chukka Kondaiah
		SSK	Ms. S. Sasikala
		SkMP	Sri Shaik Mehboob Peera
Venue:	OPEN AUDITORIUM LAWNS	YSR	Sri Y. Subba Rao
Dress Code:	MEN: Track Suit,Sports shoes,White Socks	NKB	Shri N. Kumar Babu
	WOMEN:White Salwar kameez,Sports shoes,White Socks	SR	Ms S. Rupa
		VUL	Ms. V.Udaya Lakshmi
		VLNG	Sri VLN. Gupta
Evening : Games & Yoga after the classes from 5.00pm onwards		PSR	Shri P. Srinivasa Rao
		DSP	Shri D.Siva Prasad
		YIP	Ms. Y. Indira Priyadarshini
		KAK	Sri K. Anil Kumar
		KS	Ms. K.Soumya Rani
		DVR	Sri D.V. Ramana
PT & GAMES WILL BE FROM 10.07.2012		MJ	Ms. Meena Jagirdhar
		KRG	Sri K. Rama Gopal
		BN	Ms. B. Navya
		MVS	Sri M.V. Sailesh
		JJ	Ms. J. Janani
		PA	Sri P. Anwesh
		BN	Ms. Bhagya Nakshatram
		Dr.JR	Dr. J. Rajeswar
ATTENDANCE IS COMPULSORY FOR PT		Dr.DN	Dr. Deepa Nair
		PB	Ms.P.Bharathi
		ND	Ms.Nivedita
Date: 09.07.2012		Course Director	