



Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF ANDHRA PRADESH

Foundation Course For Group- I Officers

Week-3

TIME TABLE

01.02.2010 to 07.02.2010

TIME		Monday 01	Tuesday 02	Wednesday 03	Thursday 04	Friday 05	Saturday 06	
10:45	A to 12:00	PAGE-6 (Dr.P.Dayachari)	SM&OP-8,9&10 (N.Kesava Murthy)	SM&OP-8,9&10 (N.Kesava Murthy)	M&ES-4&5 (OVS)	SM&OP-12&13 (N.Kesava Murthy)	M&ES-6&7 (JSVP)	
12:00-12:15		B	PE&FM-5 (PB)	PE&FM (FM2) (KSRC Murthy)	PE&FM (FM3) (NKB)	PAGE-7 (C.Rama Lakshmi)		M&ES-4&5 (OVS)
TEA BREAK								
12:15	A to 13:30	L&LM- 8 (DSP)	SM&OP-8,9&10 (N.Kesava Murthy)	M&ES-3 Dr.V.P.Jauhari	M&ES-4&5 (OVS)	SM&OP-12&13 (N.Kesava Murthy)	M&ES-6&7 (JSVP)	
13:30-14:30		B	PAGE-6 (Dr.P.Dayachari)		PE&FM (FM2) (KSRC Murthy)	SM&OP-11 (YIP)		M&ES-4&5 (OVS)
LUNCH BREAK								
14:30	A to 15:45	L&LM- 9 (Dr.G.B.Reddy)	PAGE-7 (C.Rama Lakshmi)	L&LM-10 (Vepa P.Saradhi)	PE&FM (FM2) (KSRC Murthy)	L&LM- 11 (Ali Rafat)	FIELD VISIT	
15:45-16:00		B	SM&OP-8,9&10 (N.Kesava Murthy)	SM&OP-8,9&10 (N.Kesava Murthy)	L&LM- 9 (Dr.G.B.Reddy)	SM&OP-12&13 (N.Kesava Murthy)		L&LM- 12 (Kuppuswamy)
TEA BREAK								
16:00	A to 17:15	PE&FM-5 (PB)	PE&FM (FM3) (NKB)	SM&OP-11 (YIP)	PE&FM (FM2) (KSRC Murthy)	L&LM-12 (Kuppuswamy)	FIELD VISIT	
17:15		B	SM&OP-8,9&10 (N.Kesava Murthy)	L&LM- 8 (DSP)	L&LM-10 (Vepa P.Saradhi)	SM&OP-12&13 (N.Kesava Murthy)		L&LM- 11 (Rafat Ali)
Venues		A Group-Room No.416 B Group-Room No.419 Full Group: Auditorium ----- Computer Lab-316 Computer Lab-304		1. The combined session on Wednesday, i.e., 03.02.2010 from 12.15pm to 13.30pm will be held in Tungabhadra Conference hall. 2. The combined session on Saturday, i.e., 06.02.2010 from 10.45am will be held in Tungabhadra Conference hall. 3. A session on " Ethics for Administrators " by Shri.Prem Siddarth will be organized on Thursday, i.e., 04.02.2010 from 6pm to 8pm in the Auditorium.				

ACADEMIC INPUTS			GUEST SPEAKERS	
PE&FM-5	Macro Economics (PB)			
L&LM-8	RTI Act (DSP)			
L&LM-9	Administrative Tribunals (Dr.G.B.Reddy)		1.Dr.G.B.Reddy, Professor, University College of Law, Osmania University, Hyd.	
SM&OP-8,9&10	Fundamental Rules (N.Kesava Murthy)		2. Shri.N. Kesava Murthy, J.D.(Retd), Hyd.	
M&ES-3	Interactive Session (Dr. V.P.Jauhari)			
L&LM-10	Evidence Act (Dr. Vepa P.Saradhi)		3. Dr.Vepa P.Saradhi, Professor, NALSAR University, Hyd.	
L&LM-11	Human Rights & Acts protecting Weaker Sections (Mohd.Ali Rafat)		4.Shri. Ali Rafat,IAS, Project Director, Rajiv Vidya Mission, Hyd.	
PAGE-6	Role of Civil servant & Public Representative (Dr. P. Dayachari)		5. Dr.P.Dayachari, IAS (R), Former Director General, Dr.MCR HRD Institute of AP, Hyd.	
M&ES-4&5	Communication Skills (OVS)			
PE&FM (FM3)	Budget Manual (NKB)			
SM&OP-11	APTA Rules (YIP)			
SM&OP-12&13	Cash Accounting (N.Kesava Murthy)			
PE&FM (FM2)	AP Treasury Code (KSRC Murthy)		6.Shri. K.S.R.C. Murthy, Addl.Director, Treasuries & Accounts,APSecretariat, Hyd.	
PAGE-7	Women Empowerment - SHGs (C.Rama Lakshmi)		7.Smt.C.Rama Lakshmi, IFS,Addl.Chief Conservator of Forests, Environment Cell,Hyd	
M&ES-6&7	Personality Development (JSVP)			
L&LM-12	Drafting Affidavits (K.Kuppuswamy)		8.Shri.K.Kuppuswamy,Addl.Director(Retd), Law Department,Secretariat,Hyd.	
SUBJECTS ABBREVIATIONS			FACULTY ABBREVIATIONS	
PAGE	:	Public Administration, Governance &	VPJ	Dr.V.P.Jauhari, IAS (R)
PE & FM	:	Political Economy and Financial	AP	Shri.Ajoyendra Pyal, IAS
L&LM	:	Law & Legal Matters	JSVP	Shri.J.S.V.Prasad, IAS
M&ES	:	Management & Environmental Studies	MRP	Shri.M.Rama Prasad, IFS
SM&OP	:	Service Matters & Office Procedures	KNR	Shri.K.Nageswara Rao
IT&e-Gov	:	IT & e-Governance	DBN	Shri.D.Brahma Naidu
Yoga Classes: Daily 6.00 - 8.00 am			DSP	Shri.D.Siva Prasad
			MBR	Dr.M.Bhasker Rao
Venue: Vivekaranda Center of Human Excellence	WOMEN: 6.00 am to 7.00 am		OVS	Dr.O.Vijayasree
	MEN: 7.00 am to 8.00 am		SSK	Ms.S. Sasikala
			ND	Ms.Nivedita
			PB	Ms.P.Bharathi
Dress code:	MEN: Kurtha Paijama		RB	Shri.R.Bhaskar
	WOMEN: Salwar Kameez		RVR	Shri.R.Venkata Ramana
			YIP	Ms. Y. Indira Priyadarsini
ATTENDANCE IS COMPULSORY FOR YOGA			NKB	Shri. N.Kumar Babu
Date:01.02.2010				