


Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF ANDHRA PRADESH
Foundation Course for Group-I Service Officers
Week 6
18th March - 1st May 2010 (2nd Batch)
TIME TABLE
19.04.2010 to 24.04.2010

TIME		Monday 19	Tuesday 20	Wednesday 21	Thursday 22	Friday 23	Saturday 24
10:45	A	PAGE-23 (A.K. Goel)	PAGE-25 (P.Basanth Kumar)	M&ES-8&9 (Koushik Gupta)	PAGE-26 (B.Venkatesam)	M&ES-10&11 (Dr. OVS)	PE&FM-9 (PB)
to	B					PE&FM-9 (PB)	M&ES-10&11 (Dr. OVS)
	C						
12:00	D						
12:00 -12:15		TEA BREAK					
12:15	A	PAGE-24	To be announced later	M&ES-8&9 (Koushik Gupta)	PE&FM-8 (PB)	M&ES-10&11 (Dr. OVS)	L&LM-15 (K.Kuppuswamy)
to	B				L&LM-16 (Dr.PVVS.Murthy)	SM&OP-16 (KSRP)	M&ES-10&11 (Dr. OVS)
	C						
13:30	D						
13:30-14:30		LUNCH BREAK					
14:30	A	M&ES-4&5 (MRP)	M&ES-6&7 (Dr. OVS)	PE&FM(FM8) (Sai Prasad)	L&LM-16 (Dr.PVVS.Murthy)	M&ES-12&13 (Dr.Uday Kumar Reddy)	To be announced later
to	B	M&ES-6&7 (Dr. OVS)	M&ES-4&5 (MRP)	PAGE-21 (SR)	PE&FM-8 (PB)		
	C						
15:45	D						
15:45 - 16:00		TEA BREAK					
16:00	A	M&ES-4&5 (MRP)	M&ES-6&7 (Dr. OVS)	PE&FM-7 (DBN)	SM&OP-16 (SRP)	M&ES-12&13 (Dr.Uday Kumar Reddy)	To be announced later
to	B	M&ES-6&7 (Dr. OVS)	M&ES-4&5 (MRP)	M&ES-3 (Dr. OVS)	SM&OP-15 (YIP)		
	C						
17:15	D						
Venues		A Group-Room No.222 B Group-Room No.228 C Group-Room No.416 D Group-Room No.422 Full Group: Auditorium A&B Groups: Room No.228 C&D Groups: Room No.422		1. Submission of Village Visit Individual Report on or before 5pm 20-04-2010 (Tuesday) 2. Cultural & Historical tour to Hussain Sagar Lake on 21-04-2010			

ACADEMIC INPUTS			GUEST SPEAKERS	
PAGE-23	Interface with public representative-Evolving challenges		1.Shri A.K.Goel,IAS,Agriculture Production Commissioner and Spl.Chief Secretary , Agri. Technology Mission, AP Secretariat	
PAGE-24	Effective Delivery System-Citizen Charter			
M&ES-4&5	Goal Setting for Excellence (MRP)			
M&ES-6&7	Communication Skills (Dr.OVS)			
PAGE-25	Cooperatives-Formation and functioning		2.Shri P.Basanth Kumar,Addl.Regisratr(Non-Credit), CO operation Department	
M&ES-8&9	Interpersonal Relations		3.Shri Kaushik Gupta, Director Human Resources Convergys Information Management (India) Pvt.	
PE&FM(FM8)	Audit Objections, preparation of replies for audit paras		4.Shri. Sai Prasad, Senior Audit Officer, AG Office, Hyderabad.	
SM&OP-15	APTA Rules (YIP)			
PE&FM-7	Trade Cycles (DBN)			
M&ES-3	Time Management (Dr.OVS)			
PAGE-26	Good Governance-Concepts & Principles		5.Shri B.Venkatesham,IAS	
PE&FM-8	Fiscal & Monetary Policy(PB)			
L&LM-16	Consumer Protection Act		6.Dr. P.V.V.S. Murthy,Professor, Dept. of Management Studies, Montessori College, Vijayawada.	
PE&FM-9	Liberalization,Privatization and Globalization (PB)			
SM&OP-16	AP Ministerial Service Rules & LGS(KSRP)			
PAGE-22	Protocol Etiquette (SR)			
M&ES-10&11	Team Building (Dr.OVS)			
M&ES-12&13	Stress management		7.Dr. Uday Kumar Reddy, Assistant Professor, NIRD	
L&LM-15	Drafting affidavits and parawise remarks		8. Shri K.Kuppuswamy,Jt.Secretary (R), GAD	
SUBJECTS ABBREVIATIONS			FACULTY ABBREVIATIONS	
PAGE	:	Public Administration, Governance & Ethics	Dr.VPJ	Dr.V.P.Jauhari, IAS (R)
PE & FM	:	Political Economy and Financial Management	AP	Shri.Ajoyendra Pyal, IAS
L&LM	:	Law & Legal Matters	MRP	Shri.M.Rama Prasad, IFS
M&ES	:	Management & Environmental Studies	KNR	Shri.K.Nageswara Rao
SM&OP	:	Service Matters & Office Procedures	DBN	Shri.D.Brahma Naidu
IT&e-Gov	:	IT & e-Governance	SR	Shri S.Raja Sekhar
Yoga Classes: Daily 6.00 - 8.00 am			DSP	Shri.D.Siva Prasad
			SSK	Ms. S. Sasikala
			Dr.OVS	Dr.O.Vijayasree
Venue: Vivekananda Center of Human Excellence	Group-A: 6.00 am to 6.45 am		KV	Shri.K.Vidyasagar
	Group-B: 6.45 am to 7.30 am		RB	Shri.R.Bhaskar
	Group-C: 7.30 am to 8.15 am		RVR	Shri.R.Venkata Ramana
			PB	Ms.P.Bharathi
Dress code:	MEN: Kurtha Pyjama		ND	Ms.Nivedita
	WOMEN: Salwar Kameez		KSRP	Shri.K. Sree Ram Prasad
			NKB	Shri. N. Kumar Babu
			YIP	Ms. Y. Indira Priyadarsini
			MJ	Ms. Meena Jagirdhar
ATTENDANCE IS COMPULSORY			KCR	Shri. K. Chandra Sekhar
Date:20-04-2010		K. NAGESWARA RAO		
COURSE DIRECTOR				