



Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF ANDHRA PRADESH

Foundation Course for Group-II Service Officers (2nd Batch)

28th June to 7th August, 2010

Week 2

WEEKLY SCHEDULE

5.07.2010 to 10.07.2010

TIME		Monday 05	Tuesday 06	Wednesday 07	Thursday 08	Friday 09	Saturday 10
9.30	A	L&LM-5 (Dr.Y.Pratap Reddy)	L&LM-8 (Dr.G.Hara Gopal)	PE&FM-5 (PB)	PAGE-6 (K. Madhavi Latha)	PE&FM-6 (Rajeswara Rao)	
	B			PE&FM-8 (Rama Rao)		L&LM-6 (Kuppuswamy)	
To	C	Comp-6	PE&FM-7 (NKB)	L&LM-9 (Dr. K.Srinivasa Rao)	M&ES-3 (T.Venugoapl Reddy)	PAGE-6 (K. Madhavi Latha)	
	D			Comp-7		Comp-8	
10.45	E	L&LM-6 (Kuppuswamy)	Comp-6	Comp-7	Comp-8	M&ES-3 (T.Venugoapl Reddy)	
	F	SM&OP-5&6 (Premanand)					
10.55	A	L&LM-7 (Dr.VNVK.Sastry)	PAGE -5 (Dr.Dayachari)	SM&OP-8 (KVS)	M&ES-2 (Dr.OVS)	PE&FM-6 (Rajeswara Rao)	
	B	PAGE -5 (Dr.Dayachari)	L&LM-7 (Dr.VNVK.Sastry)	PE&FM-8 (Rama Rao)		L&LM-6 (Kuppuswamy)	
To	C	L&LM-5 (Dr.Y.Pratap Reddy)	SM&OP-5&6 (Premanand)	Comp-7	M&ES-3 (T.Venugoapl Reddy)	Comp-9	
	D						
12.10	E	L&LM-6 (Kuppuswamy)	L&LM-8 (Dr.G.Hara Gopal)	SM&OP-5&6 (Premanand)	PAGE-6 (K. Madhavi Latha)	M&ES-3 (T.Venugoapl Reddy)	S
	F	SM&OP-5&6 (Premanand)		L&LM-6 (Kuppuswamy)			
12.10-12.25	TEA BREAK						
12.25	A	Comp-6	Comp-7	Comp-8	M&ES-4 (Dr.OVS)	L&LM-9 (Dr. K.Srinivasa Rao)	
	B						
To	C	SM&OP-3 (KSRP)	SM&OP-5&6 (Premanand)	SM&OP-4 (KSRP)	Comp-8	PE&FM-8 (Rama Rao)	
	D		L&LM-7 (Dr.VNVK.Sastry)			SM&OP-9 (RH)	
13.40	E	PAGE -5 (Dr.Dayachari)	SM&OP-8 (KVS)	SM&OP-5&6 (Premanand)	PE&FM-2 (Premanand)	Comp-9	
	F	L&LM-7 (Dr.VNVK.Sastry)	PAGE -5 (Dr.Dayachari)	L&LM-6 (Kuppuswamy)			
13.40-14.40	LUNCH BREAK						
14.40	A	SM&OP-5&6 (Premanand)	PE&FM-8 (Rama Rao)	SM&OP-3 (KSRP)	M&ES-3 (T.Venugoapl Reddy)	Comp-10	
	B	PE&FM-6 (Rajeswara Rao)	SM&OP-5&6 (Premanand)				
To	C	SM&OP-7 (DSP)	M&ES-2 (Dr.OVS)	PE&FM-7 (NKB)	M&ES-4 (Dr.OVS)	PE&FM-8 (Rama Rao)	
	D			SM&OP-5&6 (Premanand)		PAGE-6 (Gowri Sankara Sastry)	
15.55	E	M&ES-2 (Dr.OVS)	L&LM-4 (Dr.BVL)	L&LM-7 (Dr.VNVK.Sastry)	PE&FM-2 (Premanand)	M&ES-4 (Dr.OVS)	
	F			PE&FM-8 (Rama Rao)			
15.55-16.15	TEA BREAK						
16.15	A	SM&OP-5&6 (Premanand)	PE&FM-8 (Rama Rao)	SM&OP-4 (KSRP)	M&ES-3 (T.Venugoapl Reddy)		
	B	PE&FM-6 (Rajeswara Rao)	SM&OP-5&6 (Premanand)				
To	C	PAGE-6 (Gowri Sankara Sastry)	L&LM-4 (Dr.BVL)	L&LM-7 (Dr.VNVK.Sastry)	PE&FM-5 (PB)	PAGE-9 (Smt.Rama Lakshmi,IFS)	
	D	SM&OP-8 (KVS)		SM&OP-5&6 (Premanand)			
17.30	E	L&LM-5 (Dr.Y.Pratap Reddy)	SM&OP-9 (RH)	PAGE-6 (Gowri Sankara Sastry)	PE&FM-2 (Premanand)		

S
E
C
O
N
D

S
A
T
U
R
D
A
Y

16.15

To

PAGE-9
(Smt.Rama
Lakshmi,IFS)

17.30

	F	L&LM-5 (Dr.Y.Pratap Reddy)	PAGE-6 (Gowri Sankara Sastry)	PE&FM-8 (Rama Rao)	PE&FM-2 (Premanand)		
--	---	-------------------------------	-------------------------------------	-----------------------	------------------------	--	--

ACADEMIC INPUTS		GUEST SPEAKERS	
L&LM-5	Civil Proceedure Code	Dr. Y. Pratap Reddy, Associate Professor, College of Law, Osmania University	
L&LM-6	Drafting Affidavits & Parawise Remarks	Sri K.Kuppuswamy,Addl.Secretary to Govt/ OSD, Law Department	
SM&OP-5&6	Fundamental Rules-1&2	Sri J. Premanand, Lecturer (Retd), Dr. MCR HRD IAP	
L&LM-7	Constitution and Tribal Laws	Dr. V.N.V.K.Sastry,Former Director, Tribal Cultural Reasearch & Training Institute	
SM&OP-3&4	AP. State & Subordinate Rules (KSRP)		
PAGE-5	Good Governance- Principles, Concepts and Application	Dr P. Dayachari, IAS (R),Former Director General, Dr.MCR HRD IAP	
PE&FM-6	Accounts Code	Sri. G. Rajeswar Rao, Sr.A.O.(Rtd), AG Office	
SM&OP-7	District Office Manual- 2 (DSP)		
M&ES-2	Tme Management (Dr.OVS)		
PAGE-6	Ethics in Administration	Sri Gowri Sankara Sastry, Lokayukta (Rtd)	
SM&OP-8	AP CS (CCA) Rules- (KVS)		
L&LM-8	Human Rights	Dr.G.Hara Gopal,Professor, Department of Political Science, University of Hyderabad	
PE&FM-7	Budget manual (NKB)		
L&LM-4	General exceptions – Specific Offences	Dr. B. Vijaya Lakshmi, Associate Professor, College of Law, Osmania University	
L&LM-9	Administrative Tribunals - Appeals	Dr.K.Srinivasa Rao, Prof(Rtd), College of Law ,Osmania University	
SM&OP-9	Noting and Drafting (RH)		
PE&FM-8	Treasury Code	Sri A.V.Rama Rao, Treasury Officer (Rtd)	
PE&FM-4	Introduction to Economics (PB)		
PAGE-8	Social Accountability and Social Audit	Ms. K.Madhavi Latha,State Project Manager, Capacity Building, Rural Development Department.	
M&ES-3	Achievement Motivation	Sri Venu Gopal Reddy, Director,TAP Foundation for Better Society, Kodad	
M&ES-4	Communication Skills (Dr.OVS)		
PAGE-9	Womens' empowerment-SHG's	Smt C. S. Rama Lakshmi, IFS,Addl. Chief Conservator of Forests, Environment Cell	
PE&FM-2	A.P. Financial Code	Sri J. Premanand, Lecturer (Retd), Dr. MCR HRD IAP	
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	DSP	Shri D.Siva Prasad
Yoga Classes: Daily 6.00 - 8.00 am		SSK	Ms. S. Sasikala
		Dr.OVS	Dr.O.Vijayasree
Dress code:	MEN: Kurtha Pyjama	KVS	Shri K.Vidyasagar
	WOMEN: Salwar Kameez	RB	Shri R.Bhaskar
		RVR	Shri R.Venkata Ramana
Venue for Class Room Sessions		PB	Ms.P.Bharathi
		MS	Shri M. Shankaraiah
A Group - Room No. - 228	A & B Room No. - 228	ND	Ms.Nivedita
B Group - Room No. - 222	C & D Tungabhadra	KSRP	Shri K. Sree Ram Prasad
C Group- Room No. - 415	E & F Room No. - 422	NKB	Shri N. Kumar Babu
D Group- Room No. - 223	A, B&C Auditorium	YIP	Ms. Y. Indira Priyadarsini
E Group- Room No. - 422	D,E&F Tungabhadra	RH	Ms. Hiranmayi
F Group - Room No. - 320	Full Group - Auditorium	MJ	Ms. Meena Jagirdhar
		KCR	Shri K. Chandra Sekhar
		COURSE COORDINATOR	