Welcome to
DR. MARRI CHANNA REDDY
HUMAN RESOURCE DEVELOPMENT
INSTITUTE OF TELANGANA

Dr. MCR HRD Institute of Telangana, the apex training Institute of the Government of Telangana, has been at the forefront in imparting training to Government employees, both from the Telangana State and across the country, including Government of India. The Institute offers comfortable accommodation, with fine dining facilities, in an eco-friendly ambience. You are advised to observe the following Do's and Don'ts during your stay at the Institute.

www.mcrhrdi.gov.in
**Do's**

- Maintain courtesy towards faculty, staff and fellow-participants. Respect cultural dimensions and religious customs.
- Maintain dress code in the class rooms and dining halls. Wear your Identity Cards on your person in the academic areas.
- We are an eco-responsible Institute working on the reduce-reuse-recycle model for water, energy and waste management. You are requested to contribute to these initiatives during your stay on the campus.
- Use the resources of the Institute, namely, water, electricity etc., judiciously. Switch off lights and fans, close windows and lock the rooms when you go out.
- Help in keeping the entire campus, including the hostels, clean and green.
- Leave the room keys at the reception before going to classes so that the rooms can be cleaned.
- Pay for availing laundry services.
- Pay for the loss / breakage of any items in the room.
- Use the Security Locker available at Room No.G-59 of Godavari.
- The main gate of the Institute will be closed by 11.00 PM. Hence, return well before time if you happen to go out.

**Don’ts**

- Do not throw waste anywhere except in dust-bins.
- Do not use plastic disposables as far as possible.
- Smoking and alcohol consumption is strictly prohibited.
- Do not keep cash or valuables in the room.

**Contact details for Facilities**

- **Free Wi-Fi**: Contact Receptionist.
- **Dispensary Room No**: 266 Ms. Uma: 9985371116
- In case you need **Emergency Medical Assistance** please contact: Dr. Balasubramaniyan: 9849027609
- For queries on **Sports, Gym & Swimming Pool facilities** please contact: Ms P. Naga Kumari: 8125333746 Dr. P. Shreenivas: 9705539957
- For **Laundry** please contact Reception.
- In case of malfunctioning of **Geyser / TV/ Telephone**, please contact reception.
- **While there is no room service, for any emergency you may contact the reception for assistance.**
- **The Institute shuttle leaves at every 15 Minutes** in the morning from Vijaya Parlour to Jubilee check post (Adjacent to Chiranjeevi Blood Bank). Timings are displayed at the starting point.
  - **Contact**: Mr. Sai: 8686988709
  - **Shuttle Timings**: 9:00AM to 11:15AM & 4:30PM to 8:00PM
- Alternatively you may book **OLA/UBER** from your mobile App.
- For **Beauty Parlour Facility** contact reception.
- **Haircut Facility** contact reception.

**How to reach?**

- From Peddamma Temple kaman on Road No.36, Jubilee Hills take a ‘U’ turn at Metro Pillar No.16 and go towards H&M Mall and take a left turn. Follow the Signages.
- From Jubilee Hills Check-post (Chiranjeevi Blood Bank) take the Road No.10 and follow the Signages.
- Free Shuttle available from 9:00AM to 11:00AM & 4:30PM to 8:00PM