

Dr. MCR HRD INSTITUTE OF TELANAGANA R.C.T ADILABAD.
CONDUCTED TRAINING PROGRAMMES FROM APRIL-2023 TO NOVEMBER-2023
FOR THE YEAR 2023-24

Sl. No.	Name of the Month	Title of the Programme	Category	Conducted Dates		No.of Days	No.of Paritcip ants attended	No. of Trainee days	Remarks
1	2	3	4	5		6	7	8	9
1	Apr-23	Office Management	State	10.04.2023	12.04.2023	3	25	75	
2		Drafting Parawise Remarks in Court cases	State	17.04.223	19.04.2023	3	26	78	
3		Pension Rules	State	24.04.2023	26.04.2023	3	24	72	
4	May-23	Right to Information Act	State	03.05.2023	04.05.2023	2	37	74	
5		Service Matters	State	09.05.2023	11.05.2023	3	35	105	
6		Financial Management	State	18.05.2023	20.05.2023	3	41	123	
7	June-23	Good Governance and Citizen charter	State	06.06.2023	08.06.2023	3	21	63	
8	Jul-23	Anticorruption Disciplinary Procedures	State	19.07.2023	20.07.2023	2	24	48	
9		Pre Retirement Counselling	State	25.07.2023	27.07.2023	3	30	90	
10	Aug-23	Finacial Management of DDOs	State	21.08.2023	23.08.2023	3	25	75	
11		SC, ST, POCSO Act, Atrocities	State	28.08.2023	29.08.2023	2	32	64	

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12	Sep-23	Noting and Drafting Skills	State	04.09.2023	05.09.2023	2	27	54	
13		Right to Information Act	State	12.09.2023	13.09.2023	2	35	70	
14		CCA Rules and Conduct Rulles	State	15.09.2023	16.09.2023	2	32	64	
15		Pension Rules	State	21.09.2023	22.09.2023	2	33	66	
16	Oct-23	Panchayath Raj Act and Health care and Sanitation	State	04.10.2023	05.10.2023	2	34	48	
17		Office Management	State	12.10.2023	13.10.2023	2	26	52	
18		Service Matters	State	18.10.2023	19.10.2023	2	26	52	
19		Anticorruption Disciplinary Procedures	State	20.10.2023	21.10.2023	2	33	66	
20		Drating Para wise Remarks in Court cases & Noting Drafting	State	30.10.2023	31.10.2023	2	28	56	
21	Nov-23	Workshop on Noting & Drafting	State	14.11.2023	15.11.2023	2	23	46	
22		Grievance redressal & Citizen charter	State	17.11.2023	18.11.2023	2	33	66	
		Total :				52	650	1507	