

**GOVERNMENT OF TELANGANA
IRRIGATION & CAD DEPARTMENT**

From: Sri. J. Vijaya Prakash Engineer-In-Chief (Admn.), Irrigation & CAD Department, Govt. of Telangana, 1 st Floor, Jalasoudha, Errummanzil, Hyderabad - 500082	To: All the Engineer – in – Chiefs / Chief Engineers, Irrigation & CAD Department, Govt. of Telangana.
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Lr. No.- ENC (AW) / EE (A) /ADA /AEE(T) /Trg/ MCRHRD, Dt: 20 .03.2015

Sir,

Sub:- I & CAD Dept. - Dr. MCR HRD Institute of AP –Training programme on “**Management Development Programme (General Management)**” from **06-04-2015 to 10-04-2015** – Nominations - Reg

Ref:- Dr. MCR HRDIAP, Lr. No.- T2/Dr.KS/722/2014, Dt: 02.09.2014.

With reference to the above cited, it is to inform that all the Chief Engineers of the department are requested to nominate the officers of the rank of Executive Engineer from their unit to attend training programme on “Management Development Programme (General Management)” from 06-04-2015 to 10-04-2015 at Dr. MCR Human Resource Development Institute of A.P., Hyderabad

Hence, all the Chief Engineers are requested to send their nominations to this office on or before 27.03.2015 as there is no entry fee for the participation.

Further, the Chief Engineers are requested to relieve the Officers to attend the training only after getting the confirmation from Dr. MCR HRD Institute of A.P, Hyderabad.

Encl:- Reference letter with nomination forms.


Yours faithfully,

Sd/-J.Vijaya Prakash., dt.13.03.2015

Engineer-in-Chief (AW)

1. Engineer-in-Chief, Irrigation Wing, Hyderabad
2. ACE, SRSP, Karimnagar
3. Chief Engineer(P), Karimnagar
4. Chief Engineer, GLIS, Warangal
5. Chief Engineer(P), Mahabubnagar
6. Chief Engineer, NSP, Hydrology, Inter-state, Hyderabad
7. Chief Engineer, CDO, Hyderabad
8. Chief Engineer, NSRSP, Hyderabad
9. Commissioner, CADA, Hyderabad
10. Commissioner, Godavari Basin, Hyderabad
11. Commissioner, COT, Hyderabad
12. Chief Engineer, Minor Irrigation, Hyderabad
13. Chief Engineer, DR. BRAPCSS, Hyderabad

✓ Copy to computer section to place this letter along with the enclosures in the website.


20.03.2015
For Engineer-in-Chief (AW)
Lak
20/3/15

DR.MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE
(An Institution included in Schedule-X of the A.P. Reorganization Act, 2014)

From
Dr. K. Tirupataiah, IFS
Additional Director General (Trg.),
Dr. MCR HRD Institute,
Road No.25, Jubilee Hills,
Hyderabad - 500 169.

To

The Engineer-In-Chief (Administration)
Irrigation & CAD Department,
Jalasoudha, Errummanzil,
Hyderabad - 500082, TS.
Fax No - 23390794
Phone No: 040 23322451.

Letter No.T2/Dr.KS/120/2015, Dated: 18-02-2015.

Sir/Madam

Sub: Dr. MCR HRD Institute - Training Programme on "**Management Development Programme (General Management)**" - from **06.04.2015 to 10.04.2015** - Nominations invited - Reg.

Ref: Training Calendar of Dr. MCR HRD I for the year 2015-16.

Dr. MCR Human Resource Development Institute is organizing a one week Training Programme on "**Management Development Programme (General Management)**" from **06.04.2015 to 10.04.2015** at the Institute located at Road No.25 Jubilee Hills, Hyd. - 500 169.

2. A brief information of the programme, including aim, methodology along with level of participants etc., is enclosed in Annexure - I.
3. We invite nominations of the Officers of the rank of Admn. Officers, DD/Joint/Addl.Directors from your department for the above Programme in the format enclosed (Annexure II).
4. Accommodation & boarding will be provided to the participants, who come from Districts and stay in the campus. Transport is also arranged from Jubilee Bus Stand and MGBS to HRD Institute at 08:50 am & back at 5.30 pm.
5. Please do not relieve the participants till you received the confirmation from this Institute.

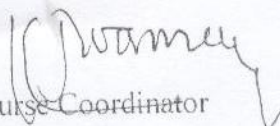
Yours faithfully

Sd/-

Additional Director General (Trg.)

Encl: Annexure I & II

//Attested//


Course Coordinator

**ANNEXURE – II
NOMINATION FORM**

1. Programme Title	:	Training Programme on “Management Development Programme (General Management)”
2. Name of the Institute	:	Dr. MCR HRD Institute
3. Venue	:	Dr. MCR HRD I, Road No.25 Jubilee Hills, Hyderabad-500 169
4. Programme Dates	:	06.04.2015 to 10.04.2015
5. Name of the Candidate: (in Capital Letters)	:	
6. SC/ST/OBC/Others:	:	
7. Date of Birth:	:	
8. Designation:	:	
9. Pay Scale:	:	
10. Basic Pay:	:	
11. Mobile No:	:	
12. Academic Qualifications:	:	
13. Professional Qualification:	:	
14. Address for Communication:	:	
15. Brief description of duties of the officer	:	
16. Gazetted/Non-Gazetted	:	
	:	
		SIGNATURE OF THE CANDIDATE
TO BE FILLED IN BY THE SPONSORING AUTHORITY		
Certified that:		
(a) the particulars given above are correct		
(b) Due care has been taken of the training needs of the officer nominated with reference to his present/future duties viz-a-viz the contents of the course		
© The Officer, if selected, will be relieved on full time basis for attending the programme		
ADDRESS FOR COMMUNICATION TO THE SPONSORING ORGANIZATION		
PIN:	PHONE(O)	FAX: EMAIL
Ref. No. of Sponsoring Authority		(Signature of the Sponsoring authority with Seal)
Place & Date		

Annexure-I

Programme Title	:	Training Programme on “Management Development Programme (General Management)”
Venue	:	Dr. MCR Human Resource Development Institute ,Road No.25, Jubilee Hills, Hyderabad – 500 169
Duration	:	5 Days
Dates	:	06.04.2015 to 10.04.2015
Aim	:	This Programme aims at improving the managerial efficiency of managers working in the Departments. Further, it enhances the productivity of human resources of the organization.
Level and type of Participants	:	All officers namely AO / AM / DM / GM / AD / DD / JD / AE / DE / EE / MPDO / SI / CI / DSP
Last date of receipt of Nominations	:	27.03.2015
Name of the Course Director	:	Contact Address
Prof. K. Swamy, Professor	:	Dr. MCR HRD Institute Road No.25, Jubilee Hills Hyderabad-500 169 Phone No: 23548487, Ex:123 Fax: 040 - 23557584, Email –drswamyk@yahoo.co.in