

**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: 30.04.2014

Sir,

Sub:- I & CAD Dept. - Dr. MCR HRD Institute of AP –Training programme on
“**Finance for Non-Finance Executives**” from **26-05-2015 to 30-05-2015** –
Nominations - Reg

Ref:- Dr. MCR HRDIAP, Lr. No.- T2/Dr KS/186/2015, Dt: 16.03.2015.

With reference to the above cited, it is to inform that all the Engineer – in –
Chiefs / Chief Engineers of the department are requested to nominate the officers of the
rank of Executive Engineers / Deputy Executive Engineers / Assistant Executive Engineers
/ Assistant Engineers from their unit to attend training programme on “Finance for Non-
Finance Executives” from 26-05-2015 to 30-05-2015 at Dr. MCR Human Resource
Development Institute of A.P., Hyderabad.

Hence, all the Engineer – in – Chiefs / Chief Engineers are requested to send
their nominations in the prescribed proforma appended as Annexure II to this office on or
before 15.05.2015 as there is no entry fee for the participation.

Further, the Engineer – in – Chiefs / 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,

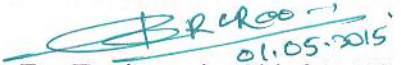
Sd/-J.Vijaya Prakash., dt.13.03.2015

Engineer-in-Chief (AW)

To

1. Engineer-in-Chief, (Irrigation), 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(GB), Hyderabad
13. Chief Engineer, Minor Irrigation(KB), Hyderabad
14. Chief Engineer, DR. BRAPCSS, Hyderabad

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


01.05.2015
For Engineer-in-Chief (AW)
Lat
15/15

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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,
Email : encawtg@gmail.com

Letter No.T2/Dr.KS/186/2015, Dated: 16-03-2015.

Sir/Madam

Sub: Dr. MCR HRD Institute. – Training Programme on “Finance for Non-Finance Executives” – from 26.05.2015 to 30.05.2015 – Nominations invited – Reg.

Ref: Training Calendar of Dr. MCR HRDI for the year 2015–16.

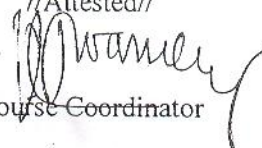
Dr. MCR Human Resource Development Institute is organizing a Five days Training Programme on “Finance for Non-Finance Executives” from 26.05.2015 to 30.05.2015 at the Institute located at Road No.25 Jubilee Hills, Hyderabad 500 169.

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 Executive / Deputy / Assistant Engineers, Joint / Deputy / Assistant Directors, and General / Deputy / Assistant Managers from your department dealing with public works project and handling finances accounts 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

ADD
24/4/2015
AEE4
24/04/15

Annexure-I

Annexure-I	
Programme Title	: Finance for Non-Finance Executives
Venue	: Dr. MCR Human Resource Development Institute, Road No.25 Jubilee Hills, Hyderabad – 500 169
Duration	: 5 Days
Dates	: 26.05.2015 to 30.05.2015
Aim	: This programme aims at creating an understanding among the non-commerce executives of top, middle and lower level managers working in Government and State Corporations. It focuses on the need of accounting information in their day-to-day decision making process. The financial aspects, the cost concepts, BEP, the role of standards etc. are extensively covered.
Level and type of Participants	: Executive/Deputy/Assistant Engineers, Joint/Deputy/Assistant Directors, and General/Deputy/Assistant Managers.
Last date of receipt of Nominations	: 16-05-2015
Name of the Course Coordinator	: Contact Address
Prof. K. Swamy, Professor	: Dr. MCR HRDI Road No.25, Jubilee Hills Hyderabad-500 169 Phone No: 23548487, Ex:123 Fax: 040 - 23557584, Email –professor@hrdiap.gov.in

**ANNEXURE – II
NOMINATION FORM**

1. Programme Title	:	Finance for Non-Finance Executives
2. Name of the Institute	:	Dr. MCR HRDI
3. Venue	:	Dr. MCR HRDI, Road No.25 Jubilee Hills, Hyderabad-500 169
4. Programme Dates	:	26.05.2015 to 30.05.2015
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

(Signature of the Sponsoring authority with Seal)

Ref. No. of Sponsoring Authority

Place & Date