GOVERNMENT OF TELANGANA  
DEPARTMENT OF TECHNICAL EDUCATION  

Cir. Memo. No. T1/11195/ 2015  

Dt:07-07-2017  

Sub:- TECHNICAL EDUCATION – The Various Training Programmes conducting by Dr. MCRHRDI, Hyderabad Nomination called for - Reg.  

Ref:- 1. Lr. No. T2/CIT/SA/659/2017, Dt: 25-07-2017 received from Dr. MCRHRDI, Hyderabad.  
2. Lr. No. T2/CIT/MK/660/2017, Dt: 20-07-2017, received from Dr. MCRHRDI, Hyderabad.  

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With reference to subject and reference cited, the Secretary, SBTET, Telangana, RJD (TE), Hyderabad & the all the Principals of Govt. Polytechnics of Telangana state are hereby informed that the Dr. MCRHRDI, Hyderabad is conducting various Training Programmes as shown below. 

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of Course</th>
<th>Duration</th>
<th>Last date for submission of nominations</th>
<th>Name of the Course coordinator</th>
<th>Level and type of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cyber Security</td>
<td>08-08-2017 to 10-08-2017</td>
<td>01-08-2017</td>
<td>Smt. Sridevi Ayaluri</td>
<td>IT- Coordinators, Senior State Govt. Officials</td>
</tr>
</tbody>
</table>

In this connection all the above are requested to circulate the same among the IT- Coordinators, Senior State Govt. Officials / Junior Assistants and above cadre and submit the nominations for the above training programme, of those who are interested and have not undergone this programme earlier in the enclosed proforma to this office to take further action in the matter. They may send the nomination to adtrg.ts@gmail.com 

Encl: As above  

Sd/- A. VANI PRASAD  
COMMISSIONER  

To  
The Principals of All Govt. Polytechnics under control of Department of Technical Education.  
Copy to Secretary, SBTET, TS, Hyderabad.  
Copy to RJD (TE), Hyderabad.  
Copy to Stock File / Spare.  

//F.B.O.//  

SUPERINTENDENT
From
The Director General &
E.O Spl CS to Govt(FAC),
Dr.MCR HRD Institute, Road
No.25, Jubilee Hills,
Hyderabad-500169

To
The All HOD’s/
District Collectorates,
Govt. of Telangana


Sir/Madam,

Sub:  Dr. MCR HRDI —Centre for Information Technology (CIT) — Calendar Training Programme of 2017-18 - "Cyber Security" (03 days) from 08-08-2017 to 10-08-2017 - Nominations —Requested - Regarding.

Ref: Dr. MCR HRDI Training Calendar for 2017-18

I wish to inform that Dr. MCR HRDI, is conducting a 03 days training programme on "Cyber Security" (03 days) from 07-08-2017 to 09-08-2017. The eligibility criteria for the above programme is available on the Institute’s website @ http://www.mcrhrdi.gov.in/center_cit_2ndquarter2017-18.html

In this regard, nominations are requested from your department for the above said training program. Please send nominations to General Manager-(IT), Dr. MCR HRD Institute, Road No.25, Jubilee Hills, Hyderabad-500 033, Tel. 040-23548487 Ext.150 Fax: 040-23543459 or email: cit@mcrhrdi.gov.in (Nomination form can be downloaded from MCRHRD Website at http://www.mcrhrdi.gov.in/pdf/Nomination%20Form.pdf)

This programme is non-residential. Boarding and lodging will be provided in the institute hostels subject to availability.

Early communication of nominations will facilitate the Institute to make necessary pre-training arrangements. (Please furnish your Fax/Email/Contact No. to receive confirmations from the Institute). Please do not relieve the nominees unless confirmation is received from the Institute.

In case of any clarification, the Course Co-ordinator (Smt. Sridevi Ayaluri Mobile No: 9248032098) can be contacted.

Please do not forget to mention the mobile number of Training Incharge / Coordinator. All further communication will be done through them.

Yours faithfully

Encl: Annexure - I

CC/GM(IT)
<table>
<thead>
<tr>
<th><strong>Programme Title</strong></th>
<th>Training Programme on “Cyber Security”</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Venue</strong></td>
<td>Dr MCR HRD Institute of Telangana, Road No.25 Jubilee Hills, Hyderabad 500 033</td>
</tr>
<tr>
<td><strong>Duration</strong></td>
<td>3-Days 08.8.2017 to 10.8.2017</td>
</tr>
<tr>
<td><strong>Aim</strong></td>
<td>To import Additional Knowledge &amp; Skills in Cyber Crime</td>
</tr>
<tr>
<td><strong>Level and type of participant</strong></td>
<td>IT-Coordinators, Senior State Govt. Officials</td>
</tr>
<tr>
<td><strong>Methodology</strong></td>
<td>Lecture, Group activities / Discussions, Interactions, Hands on Sessions</td>
</tr>
<tr>
<td><strong>Last date of receipt of Nominations</strong></td>
<td>01st August, 2017</td>
</tr>
<tr>
<td><strong>The list of nominations to be sent to</strong></td>
<td>Smt. Sridevi Ayaluri, Centre Head for IT, Dr. MCR HRD Institute of Telangana, Road No.25 Jubilee Hills, Hyderabad 500 033 M: 9248032098 Email: <a href="mailto:cit@mcrhrdi.gov.in">cit@mcrhrdi.gov.in</a></td>
</tr>
</tbody>
</table>
Dr. MCR Human Resource Development Institute, Hyderabad
Government of Telangana
(http://www.mcrhrdil.gov.in)

NOMINATION FORM

1. Programme Name: "Cyber security"
   (Mention the Programme for which Nomination is being sent)

2. Programme Date From: 08-08-2017 To: 10-08-2017

3. Name of the Candidate: (Capital letters)

4. Designation:

5. Department:

6. Date of Birth:

7. SC/ST/OBC/Others:

8. Basic Pay/Scale of Pay:

9. Academic Qualifications & Professional Qualifications:

10. No. of Years of Service in Govt.,

11. Experience Profile:

12. Address for Communication (Office):

Fax(O): Phone No.(O) (Mobile No.) (Email-ID)

Signature of the Candidate

TO BE FILLED IN BY THE NOMINATING AUTHORITY TO RECEIVE CONFIRMATIONS (Mandatory)

1) Name:

2) Address:

3) Office Phone No:

4) Fax No:

5) Email-ID:

Certified that:

a. The Particulars given above are correct

b. Due care has been taken of the training needs of the office nominated with reference to his present/future duties viz-a-viz the contents of the course

c. The officer, if selected, will be relieved on full-time basis for attending the programme

Signature of the Nominating Authority with Seal

Dr. MCR HRD Institute, Road No.25, Jubilee Hills, Hyderabad
Dr. MCR Human Resource Development Institute  
Government of Telangana

From 
The Director General &  
E.O Spl CS to Govt(FAC),  
Dr.MCR HRD Institute,  
Road No.25, Jubilee Hills,  
Hyderabad-500169

To 
The All HOD’s /  
District Collectorates  
Govt of Telangana


Sir/Madam,

Sub: Dr. MCR HRDI - Centre for Information Technology (CIT) -Calendar Training Programme of 2017-18 - "Advance Ms-Excel" (03 days) from 21-08-2017 to 23-08-2017. Nominations – Requested - Regarding.

Ref: Dr. MCR HRDI Training Calendar for 2017-18

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I wish to inform that Dr. MCR HRDI, is conducting a 03 days training programme on "Advance Ms-Excel" (03 days) from 21-08-2017 to 23-08-2017. The eligibility criteria for the above programme is available on the Institute’s website @ http://www.mcrhrdi.gov.in/center_cit_2ndquarter2017-18.html

In this regard, nominations are requested from your department for the above said training program. Please send nominations to General Manager-(IT), Dr. MCR HRD Institute, Road No.25, Jubilee Hills, Hyderabad-500 169, Tel. 040-23548487 Ext.119/151 or Fax: 040-23543459 or email: cit@mcrhrdi.gov.in. [Nomination form can be downloaded from MCRHRD website at http://www.mcrhrdi.gov.in/pdf/Nomination%20Form.pdf]

This programme is Non-Residential. Boarding and lodging will be provided in the Institute Hostels subject to availability of rooms.

Early communication of nominations will facilitate the Institute to make necessary pre-training arrangements. (Please furnish your Fax/Email to receive confirmations from the Institute). Please do not relieve the nominees, unless confirmation is received from the Institute.

In case of any clarification, the Course Co-ordinator (Sri. Md.Khadeer Mobile No: 8143467217) can be contacted.

Yours faithfully

General Manager(IT)
Dr. MCR Human Resource Development Institute, Hyderabad
Government of Telangana
(http://www.mcrhrdi.gov.in)

NOMINATION FORM

1. Programme Name: "Advance MS-Excel"
   (Mention the Programme for which Nomination is being sent)

2. Programme Date From: 21-08-2017 To: 31-08-2017

3. Name of the Candidate:
   (Capital letters)

4. Designation:

5. Department:

6. Date of Birth:

7. SC/ST/OBC/Others:

8. Basic Pay/Scale of Pay:

9. Academic Qualifications & Professional Qualifications:

10. No. of Years of Service in Govt.,

11. Experience Profile:

12. Address for Communication (Office):

Fax(O): Phone No.(O) (Mobile No.) (Email-ID)

Signature of the Candidate

TO BE FILLED IN BY THE NOMINATING AUTHORITY TO RECEIVE CONFIRMATIONS (Mandatory)

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2) Address:
3) Office Phone No:
4) Fax No:
5) Email-ID:

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Signature of the Nominating Authority with Seal

Dr. MCR HRD Institute, Road No.25, Jubilee Hills, Hyderabad
From
The Director General &
E.O Spl CS to Govt(FAC),
Dr.MCR HRD Institute,
Road No.25, Jubilee Hills,
Hyderabad-500169

To
The All HOD's /
District Collectorates
Govt of Telangana

Letter No: T2/CIT/MK/672/2017, Dt. 25-07-2017

Sir/Madam,

Sub: Dr. MCR HRDI – Centre for Information Technology (CIT) – Calendar Training Programme of 2017-18 - "Advance Training on Ms-Office" (03 days) from 11-09-2017 to 13-09-2017. Nominations – Requested. Regarding.

Ref: Dr. MCR HRDI Training Calendar for 2017-18

***

I wish to inform that Dr. MCR HRDI is conducting a 03 days training programme on "Advance Training on Ms-Office" (03 days) from 11-09-2017 to 13-09-2017. The eligibility criteria for the above programme is available on the Institute's website @ http://www.mcrhrdi.gov.in/center_cit_2ndquarter2017-18.html

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Yours faithfully

[Signature]

General Manager(IT)
Dr. MCR Human Resource Development Institute, Hyderabad  
Government of Telangana  
(http://www.mcrhrdi.gov.in)

NOMINATION FORM

1. Programme Name: Advance Training on MS Office  
   (Mention the Programme for which Nomination is being sent)

2. Programme Date  
   From: 11-09-2017  
   To: 13-09-2017

3. Name of the Candidate:  
   (Capital letters)

4. Designation:

5. Department:

6. Date of Birth:

7. SC/ST/OBC/Others:

8. Basic Pay/Scale of Pay:

9. Academic Qualifications & Professional Qualifications:

10. No. of Years of Service in Govt.,

11. Experience Profile:

12. Address for Communication (Office):

Fax(O):  
Phone No.(O):  
(Mobile No.):  
(Email-ID):

Signature of the Candidate

TO BE FILLED IN BY THE NOMINATING AUTHORITY TO RECEIVE CONFIRMATIONS (Mandatory)

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