

**GOVERNMENT OF TELANGANA  
DEPARTMENT OF TECHNICAL EDUCATION**

**OFFICE OF THE  
COMMISSIONER OF TECHNICAL EDUCATION  
TELANGANA :: HYDERABAD**

Sub : Technical Education - T & P Section - Physical Training Programme on "Disciplinary & Vigilance Procedures" scheduled from 19.07.2022 to 21.07.2022 - Nominations called for - Reg.

Ref : Lr.No.T2/CPA/228/2022, Dated:24.06.2022 received from the Director General (FAC), Dr. MCRHRDI, Hyderabad.  
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Vide reference cited above, the Director General (FAC), Dr. MCRHRDI, Hyderabad requested this office to send the nominations of the participants for three days Physical Training Program on "Disciplinary & Vigilance Procedures" scheduled from 19.07.2022 to 21.07.2022 being conducted by Dr. MCRHRDI, Hyderabad.

Sl. No	Title of the Programme	Duration	Last date for submitting nomination to O/o CTE	Name of the Course coordinator	Level of Participants
1	"Disciplinary & Vigilance Procedures"	19.07.2022 to 21.07.2022 (Three days)	07.07.2022	K. Soumya Rani, Faculty, Centre for Public Administration, Mobile: 9248032079, Email: <a href="mailto:soumyarani@mcrhrdi.gov.in">soumyarani@mcrhrdi.gov.in</a> / <a href="mailto:soumyajonna@gmail.com">soumyajonna@gmail.com</a>	Gazetted Officers working in Establishment Section / Vigilance Sections dealing with disciplinary and vigilance matters.

In this connection, the O/o CTE, Hyderabad, the Secretary, SBTET, Hyderabad and all the Principals of Government Polytechnics of Telangana State are hereby directed to nominate the interested regular staff for the above training programme in the proforma and send through the mail ID: [adtrg.ts@gmail.com](mailto:adtrg.ts@gmail.com) on or before 07.07.2022.

The receipt of this memo shall be acknowledged.  
(This has the approval of the CTE, Telangana)

Encl: Annexure I & II

Signed by A Swamy  
Date: 05-07-2022 11:33:29  
Reason: Approved  
For COMMISSIONER

To,  
The Principals of all Govt. Polytechnics under control  
of Department of Technical Education, Telangana State.  
The Secretary, SBTET, T.S., Hyderabad for information.



**Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA  
GOVERNMENT OF TELANGANA**

Road No.25, Jubilee Hills, Hyderabad - 500 033. Fax : 040 – 23557584

From  
The Director General (FAC)  
Spl. Chief Secretary to Govt.

To  
All the District Collectors & Magistrates,  
Telangana Secretariats,  
Head of the Departments, TS

**Letter No. T2/CPA/228/2022, Date: 24.06.2022**

Sir/Madam,

Sub: Dr MCRHRDI – Centre for Public Administration – Training Programme  
on “**Disciplinary & Vigilance Procedures**” from **19.07.2022 to 21.07.2022** -  
Nominations invited – Regarding .

\* \* \*

The Centre for Public Administration, Dr MCRHRDI is organizing a three day training programme on “**Disciplinary & Vigilance Procedures**” from **19.07.2022 to 21.7.2022**, at its campus situated at Road No. 25, Jubilee Hills.

2. A brief information about the aim of the programme and level of participants to be nominated for the programme are given at Annexure - I.

3. The schedule of the Programme includes input on the topics, such as (a) TSCS (Conduct) Rules, 1964; (b) TSCS (CCA) Rules 1991 - Minor and Major Penalties; (c) Conducting of departmental enquiries; Appeal, Revision and Review etc.; (d) Impact of Penalties in Service and pecuniary aspects involved in it; (e) Mock Enquiry and (f) Various vigilance organisations involved in disciplinary proceedings etc.

4. Nominations are invited from your Department / District for the above programme. Nominations may be sent in the prescribed form enclosed (Annexure – II), **on or before 08.07.2022**. Nominations may please be sent in the prescribed format (Annexure- II), by Post / e-mail to the Course Coordinator Smt K. Soumya Rani, Faculty, CPA (Ph: 9248032079; e-mail: [soumyarani@mcrhrdi.gov.in](mailto:soumyarani@mcrhrdi.gov.in) / [soumyajonna@gmail.com](mailto:soumyajonna@gmail.com)). Early communication of nominations will facilitate the Institute for making necessary pre-training arrangements

5. This is an ‘**optionally residential**’ training programme. However, accommodation & boarding will be provided on request to the outstation participants. Accommodation requirement shall be indicated in the nomination form at Item-8.

6. Necessary instructions may be given to the concerned officer dealing with training in your Department to contact the Course Coordinator for any further information.

7. **The nominated officers should not be relieved until “confirmation of nomination” is received from the Institute.**

Yours faithfully,

Sd/-

(Dr Ravulapati Madhavi)

Assoc. Prof. of Law & Head-CPA  
for Director General

Encl: Annexure I & II

//t.c.f.b.o//

Faculty & Course Coordinator

**Dr. MCR HRD Institute of Telangana  
Road No.25, Jubilee Hills, Hyderabad – 500033**

**Training Programme on  
“Disciplinary & Vigilance Procedures”  
from 19.7.2022 to 21.7.2022**

**Programme Details**

<b>S.No.</b>	<b>Item of Programme</b>	<b>Details</b>
1	Title of the Programme	Disciplinary & Vigilance Procedures
2	Duration	Three days
3	Dates	19.7.2022 to 21.7.2022
4	Aim	To equip the participants with Knowledge and Skills required in conduct of enquiries and implementation of Disciplinary Procedures
5	Level and type of Participants	Gazetted Officers working in Establishment Section / Vigilance Sections dealing with disciplinary and vigilance matters.
6	Last date for receipt of nominations	08.07.2022
7	Name of the Course Coordinator	K. Soumya Rani Faculty, Centre for Public Administration
8	Contact Details	Dr MCRHRD Institute of Telangana Road No. 25, Jubilee Hills, Hyderabad – 500 033 Ph: 040 – 23548487 (Ext. 359) Mobile: 9248032079 e-mail: <a href="mailto:soumyarani@mcrhrdi.gov.in">soumyarani@mcrhrdi.gov.in</a> / <a href="mailto:soumyajonna@gmail.com">soumyajonna@gmail.com</a>

Dr. MCR HRD Institute of Telangana  
Road No.25, Jubilee Hills, Hyderabad - 500 033.

Training Programme on  
**“Disciplinary Vigilance Procedures”**  
from 19.7.2022 to 21.7.2022

**Nomination Form**

<b>S.No.</b>	<b>Item</b>	<b>Details</b>
1	Name of the officer nominated	
2	Date of Birth	
3	Designation in present post	
4	Cadre	
5	Academic qualifications	
6	Professional qualifications	
7	Contact details	Mobile No. e-mail ID :
8	Whether hostel accommodation is required (Y / N)	
<b>To be filled by the sponsoring authority</b>		
Certified that		
a)	The particulars given above are correct	
b)	Due care has been taken about the training needs of the officer nominated with reference to his/her present/future duties vis-à-vis contents of the course	
c)	The officer, if nomination is confirmed, will be relieved on full time basis to attend the training programme.	
<b>Address for communication to the Nominating authority</b>		
	Name	
	Full postal Address	
	Landline No.	
	Fax No.	
	Mobile No.	
	E-mail ID	
Signature of Nominating Authority with Seal		
	Reference No. of the Nominating authority	