

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 “Awareness Training Program on Information Security Management” scheduled from 21.07.2022 to 23.07.2022- Nominations called for - Reg.

Ref : Lr.No.T2/CIT/147/2022, Dated: 05.07.2022 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 “Awareness Training Program on Information Security Management” scheduled from 21.07.2022 to 23.07.2022 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.	“Awareness Training Program on Information Security Management”	21.07.2022 to 23.07.2022 (Three days)	19.07.2022	Ch.Sirisha, Faculty-IT, Mobile : +91 7989480779 Email: cit@mcrhrdi.gov.in	Gazetted / Non Gazetted Officers

In this connection, 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 before 19.07.2022.

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

Encl: Annexure I & II

Signed by Akuti Pullaiah
Date: 18-07-2022 15:26:15
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.

Programme Details
(to be filled by the Course Coordinator)

S.No.	Item of Program	Details
1	Title of the Program	“Awareness Training Program on Information Security Management”
2	Duration	3 days
3	Dates	21-07-2022 to 23-07-2022
4	Aim	To Impart awareness on Information security
5	Objectives	<p>The objective of the programme is to educate & enable the broader IT community to address the challenges of Information security.</p> <ul style="list-style-type: none">• Create awareness on the emerging landscape of cyber threats.• Provide in-depth understanding on key activities, new initiatives, challenges and related solutions.• Applicable frameworks, guidelines & policies related to the subject.• Share best practices to learn from success & failures.• Provide key inputs to take informed decision on Cyber Security related issues in their respective functional area.
5	Level of Participants	Gazetted / Non Gazetted Officers
6	Last date for receipt of nominations	16-07-2022
7	Name & Designation of the Course Coordinator	Ch.Sirisha, Faculty-IT
8	Contact details of the Course Coordinator (Land line with extension no., mobile number and e-mail ID)	Dr. MCR HRD IT Road No.25, Jubilee Hills Hyderabad - 500 033 Phone No: 23557583, 23548487,Extn: 220 Mobile : +91 7989480779 Email: cit@mcrhrdi.gov.in

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

Annexure-II

Nomination Form

S.No.	Item	Details
1	Name of the nominated	
2	Date of Birth	
3	Designation in present post	
4	Cadre	
5	Academic qualifications	
6	Professional qualifications	
7	Whether hostel accommodation required? (Y/N)	
8	Expectation from this course	
9	Contact No./ WhatsApp Number	
To be filled by the sponsoring authority		
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.	
Address for communication to the Nominating authority		
	Name	
	Full postal Address	
	Landline No.	
	Fax No.	
	Mobile No.	
	WhatsApp Number	
	E-mail ID	
Signature of Nominating Authority with Seal		
	Reference No. of the Nominating authority	

STANDARD OPERATING PROCEDURE(SOP)

FOR CLASS ROOM TRAINING

1. Observance of Social Distancing, Wearing of masks and other COVID related protocols, as prescribed by the Central/ State/ District Health Authorities from time to time will be adhered to.
2. Class rooms, hostels, corridors, lobbies, common areas and wash rooms etc. will be thoroughly cleaned / sanitized.
3. Touch free hand liquid sanitizers will be placed at class rooms, hostels, common areas etc.
4. Participating Officers will be requested to download Arogya Setu App.
5. A functional Medical Clinic / Center with the presence of qualified Doctors and Nursing staff will be available
6. Separate Hostel rooms will be allocated
7. Sufficient Ventilation will be ensured in the class rooms. Air Conditioners will be sanitized. There will be sufficient time gaps between the sessions.
8. Basic Screening including Temperature scan will be carried out on daily basis for all the officers attending classes.