

**GOVERNMENT OF TELANGANA**

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

Cir. Memo. No. T1/11195/ 2015

Dt:- 29-12-2016

Sub:- TECHNICAL EDUCATION – The Training Programme on  
**“Basic Computer Training on MS-office”** Scheduled from  
**02.01.2017 to 14.01.2017** and **“Database Administration”**  
Scheduled from **02.01.2017 to 07.01.2017** and **“Refresher  
Computer Training to JA’s”** Scheduled from **05.01.2017 to  
07.01.2017** Nominations called for Dr. MCRHRDI, Hyderabad –  
Reg.

- Ref:- 1. Lr.No.T2/853/CIT/MK (State)/2016, Dt: 15-12-2016 received  
from Dr. MCRHRDI, Hyderabad.  
2. Lr.No.T2/856/CIT/KRS (State)/2016, Dt: 15-12-2016 received  
from Dr. MCRHRDI, Hyderabad.  
3. Lr.No.T2/857/CIT/SR (State)/2016, Dt: 15-12-2016 received  
from Dr. MCRHRDI, Hyderabad.

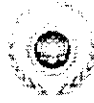
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With reference to above letter cited, Secretary SBTET, RJD and the all  
the Principals of Govt. Polytechnics of Telangana state are hereby informed  
that Dr. MCRHRDI, Hyderabad is conducting Training Programme on **“Basic  
Computer Training on MS-office”** Scheduled from **02.01.2017 to  
14.01.2017** and **“Database Administration”** Scheduled from  
**02.01.2017 to 07.01.2017** and **“Refresher Computer Training to JA’s”**  
Scheduled from **05.01.2017 to 07.01.2017**. They have requested to send  
nominations for the above training programmes, from those interested and  
have not undergone this programme earlier in the proforma enclosed to this  
office to take further action in the matter. They may send the nominations to  
**adtrg.ts@gmail.com** by 30.12.2016.

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 of Technical Education.  
Copy to Stock File / Spare.

*md. Saideq nain*  
For COMMISSIONER



**Dr. MCR Human Resource Development Institute  
Government of Telangana**

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

**To**  
**The All HOD's /**  
**District Collectrates**  
**Govt of Telangana**

**Letter No: T2/853/CIT/MK(State)/2016. Dt. 15-12-2016**

Sir/Madam,

Sub: Dr. MCR HRDI - Centre for Information Technology (CIT) -Calendar Training Programme of 2016-17 - "**Basic Computer Training on MS-Office**" (13 days) from **02-01-2017 to 14-01-2017**-Nominations - Requested - Regarding.  
Ref: Dr. MCR HRDI Training Calendar for 2016-17

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I wish to inform that Dr. MCR HRDI, is conducting a 13 days training programme on "**Basic Computer Training on MS-Office**" from **02-01-2017 to 14-01-2017**. The eligibility criteria for the above programme is available on the Institute's website @ [http://www.mcrhrdi.gov.in/center\\_cit\\_4thquarter2016-17.html](http://www.mcrhrdi.gov.in/center_cit_4thquarter2016-17.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](mailto: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 residential.** Boarding and lodging will be provided in the Institute Hostels. Course involves morning activities like Art of living and also evening activities like Group work before dinner.

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: 9505444556) can be contacted.

Yours faithfully

General Manager(IT)

Sridevi. A  
GM (IT)



**Dr. MCR Human Resource Development Institute  
Government of Telangana**

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

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

**Letter No: T2/856/CIT/KRS(State)/2016. Dt. 15-12-2016**

Sir/Madam,

Sub: Dr. MCR HRDI - Centre for Information Technology (CIT) -Calendar Training Programme of 2016-17 - "Database Administration" (6 days) from 02-01-2017 to 07-01-2017 -Nominations - Requested - Regarding.

Ref: Dr. MCR HRDI Training Calendar for 2016-17

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I wish to inform that Dr. MCR HRDI, is conducting a 6 days training programme on "Database Administration" from 02-01-2017 to 07-01-2017. The eligibility criteria for the above programme is available on the Institute's website @ [http://www.mcrhrdi.gov.in/center\\_cit\\_4thquarter2016-17.html](http://www.mcrhrdi.gov.in/center_cit_4thquarter2016-17.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](mailto: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 residential.** Boarding and lodging will be provided in the Institute Hostels. Course involves morning activities like Art of living and also evening activities like Group work before dinner.

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 K.Rohit Srivastav, Manager(IT), Mobile No: 9505444556) can be contacted.

Yours faithfully

General Manager(IT)

Sridevi. A  
GM (IT)



**Dr. MCR Human Resource Development Institute  
Government of Telangana**

**From**  
**The Director General &**  
**E.O Spl CS to Govt,**  
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Road No.25, Jubilee Hills,  
Hyderabad-500169

**To**  
**The All HOD's /**  
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**Govt of Telangana**

**Letter No: T2/857/CIT/SR(State)2016. Dt. 15-12-2016**

Sir/Madam,

Sub: Dr. MCR HRDI – Centre for Information Technology (CIT) –Calendar Training Programme of 2016-17 - "**Refresher Computer Training to JA's (3 days) from 05-01-2017 to 07-01-2017** -Nominations – Requested - Regarding.

Ref: Dr. MCR HRDI Training Calendar for 2016-17

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I wish to inform that Dr. MCR HRDI, is conducting a 3 days training programme on "**Refresher Computer Training to JA's**" from 05-01-2017 to 07-01-2017. The eligibility criteria for the above programme is available on the Institute's website @ [http://www.mcrhrdi.gov.in/center\\_cit\\_4thquarter2016-17.html](http://www.mcrhrdi.gov.in/center_cit_4thquarter2016-17.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](mailto: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 the availability.

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 (Smt S.Radhika, Faculty, Mobile No: 9505444556) can be contacted.

Yours faithfully

General Manager(IT)  
A. Sridevi