

Office of the Engineer-in-Chief(AW)
I & CAD Deptt.,Errum Manzil,Hyderabad,Telangana.



Endt:- RC/ENC/G1/Trainings/2017

Dt: 24 -03-2017.

Copy Communicated to all Unit & Circle Officers for information and they are requested to furnish the nominations to the D.G. Dr.MCR, Human Resources Development Institute Jubilee Hills, Hyderabad directly under intimation to this office.

J.Vijaya Prakash
Engineer-in-Chief(AW)

Copy to DY.EE (Computers) with a request to place the HRD letter in the department website.


for Engineer-in-Chief(AW) 24/3




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

From
The Director General &
E.O.Spl.C.S.to Govt

To
All the HOD's /
All the Dist Collectors
Government of Telangana

Letter No.T2/241/CIT/RS(State)/2017-1, Dated: 20-03-2017

Sir/Madam,

Sub: Dr. MCR HRD Institute- CIT - Calendar Training Programme of 2017-18 - Training programme on "**Basic Computer Training on MS-Office**" (13 days) from 17.04.2017 to 29.04.2017 - Nominations called for - Reminder - Requested -Regarding.

Ref: This Office Letter No. T2/241/CIT/RS(State)/2017, Dated: 09-03-2017

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Your attention is invited to the reference cited, where in it was requested to send the nominations for the 13 days training programme on "**Basic Computer Training on MS-Office**" from 17.04.2017 to 29.04.2017. But no reply is received from you so far.

In this connection, it's once again requested to send the nominations proposed for training by fax/mail (**fax 040-23543459, e-mail: cit@mcrhrdi.gov.in**) immediately, for the above training. You are requested to send the nominations on or before 10th April 2017.

This **programme is residential**. Boarding and lodging will be provided in the institute hostels. Course involves morning activities like Art of Living which is mandatory and also evening activities like Group work before dinner.

In case of any clarification, the Course Coordinator (Sri K. Rohit Srivastav, Cell No. 9502294958) can be contacted.

Yours faithfully,

General Manager-IT

Copy to DTC Coordinators of all districts for pursuing the matter in sending the proposed trainees/participants to the above training.