Andhra Pradesh Human Resource Development Institute  
(Govt. of Andhra Pradesh)  
Venue: AP HRDI, Polavaram  
75 Days Induction Training Programme for Sr./Jr. Accountants  
Treasury & Accounts Department  
23 July, 2018 – 05 October, 2018

**II Week 30 July – 4 August, 2018**

<table>
<thead>
<tr>
<th>Day &amp; Date</th>
<th>09.30 – 11:00</th>
<th>11:30 – 13:00</th>
<th>14:00 – 15:30</th>
<th>16:00 – 17:30</th>
</tr>
</thead>
</table>
| Monday 30.7.18 | **DDO Responsibilities**  
- Sri M Atchuta Ramaiah | | **Time Management**  
- Sri P Gopala Krishna | |
| Tuesday 31.7.18 | **Maintenance of Service Register**  
- Sri V. Naga Chandraiah | | **Treasury Code**  
- Smt. D Parvathi | |
| Wednesday 01.08.18 | **Draft proceedings**  
Sri T. Mallikarjuna Prasad | | **Loans & Advances**  
- Smt. D Parvathi | |
| Thursday 02.08.18 | **Accounts code**  
Sri Rajeswara Rao | | **State & Subordinate Service Rules**  
- Sri Satyakeswara Rao | |
| Friday 03.08.18 | **State & Subordinate Service Rules**  
- Sri Satyakeswara Rao | | **AP Budget Manual**  
- Sri D Simhachalam | |
| Saturday 04.08.18 | **Pension rules**  
- Sri D Simhachalam | | **Works Accounts**  
- Sri V V Satyanarayana | |

**Coffee/Tea: 11:00 – 11:30 hrs**  
**Lunch: 13:00 – 14:00 hrs**  
**Coffee/Tea: 15:30 – 16:00 hrs**
<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Speakers details</th>
<th>Topics</th>
<th>Sl. No.</th>
<th>Speakers details</th>
<th>Topics</th>
</tr>
</thead>
</table>
| 1.     | Sri M Atchuta Ramaiah  
Executive Officer (Retd.)  
Panchayat Raj Department  
Rajahmundry  
Cell # 9491444121  
Mail # doctor3744@gmail.com | DDO Responsibilities       | 6.     | Sri T. Mallikarujuna Prasad  
Senior Inspector  
Cell: 7382368999, 7794957999  
Mail: tmprasaad@gmail.com | Drafts Proceedings         |
| 2.     | Sri P Gopala Krishna  
School Assistant  
Polavaram  
Cell: 9491664901  
Mail: krishnapg24@gmail.com | Time Management             | 7.     | Sri Rajeswara Rao  
AAO (Retd.)  
Hyderabad  
Cell # 9866684230  
Mail # rajeswararaogollapudi@gmail.com | Accounts code               |
| 3.     | Sri V. Naga Chandraiah  
ATO  
Jangareddy Gudem  
Cell# 8096936353.  
Mail# stojrg@gmail.com | Maintenance of Service  
Register        | 8.     | Sri Satyakeswara Rao  
ATO Retd.  
Treasuries & Accounts  
Srikakulam  
Cell # 9440282612  
Mail # sskrao888@gmail.com | State & Subordinate  
Service Rules               |
| 4.     | Smt. D Parvathi  
DTO  
Treasuries & Accounts  
Rajahmundry  
East Godavari  
Cell # 9951602112  
Mail # parbadri@gmail.com | Treasury Code               | 9.     | Sri D. Simhachalam  
STO (Retd.)  
Treasuries & Accounts  
Srikakulam  
Cell # 9849772603  
Mail # duppalachalam@gmail.com | AP Budget Manual &  
Pension rules               |
| 5.     | Smt. D Parvathi  
DTO  
Treasuries & Accounts  
Rajahmundry  
East Godavari  
Cell # 9951602112  
Mail # parbadri@gmail.com | Loans & Advances           | 10.    | Sri V V Satyanarayana  
Senior Accountant  
Internal Audit Wing  
Finance Department  
Vijayawada  
Cell # 7396896648  
Mail # vuyyapusatya@gmail.com | Works Accounts               |