Sub: Nominations and Relief Arrangements for officials for the Training Programmes of AP HRDI – Instructions issued – Reg.

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The AP HRD Institute is presently conducting a number of programmes from the Campus of Extension Training Centre (ETC), Bapatla, Guntur Dist., and at other places.

The AP HRDI has introduced a system of online registration of participants of different Government Departments/Organizations. This system is enabling the intending participants to register themselves online in the web portal of the AP HRDI. The APHRDI in turn is seeking permission of the competent authority online.

The above process on the one hand is taking time in getting online clearances and on the other is resulting in a situation where the participants and the APHRDI are being informed of the details of nominations in the last minute. This is creating stress on the limited facilities of accommodation at the AP HRDI, Bapatla.

It has now been decided that once the officials register online for participation in a Training Programme, the Director General, AP HRDI & Ex-officio Secretary will issue an order permitting the official to participate in the Training Programme. This permission is also to be treated as a deemed relieving order for the individual to report at the training programme in terms of the schedule.

No separate orders of nomination/relief need be issued by any competent authority.

If any particular controlling officer/authority has any difficulty in relieving the individual who is drafted as above for training, he/she may inform the same to the Director General, AP HRDI & Ex-officio Secretary well in advance stating the reasons for not being able to relieve the said individual. This will enable the AP HRDI to make substitute arrangements for the facile conduct of the Programmes.

These instructions may be followed with immediate effect.

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