

Three Day Residential Training Programme for Non Teaching Staff
In association with Sri Padmavathi Mahila University
Venue: SPMU, Tirupathi
10 – 12 February, 2017

List of Resource Persons

| Sl.No | Name of resource person | Topic |
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| 10 th Febraury 2017 | | |
| 1 | Prof. N. Rangaiah Retd. Prof. of Law & Ex-Registrar, ANU Cell # 9848361325 nakkalar@yahoo.com | Over view of the Act Functions of Officers |
| 2 | Prof.CR Visweswara Rao Retd. Prof. of English, SKU & Ex-VC, VSU, Nellore Cell # 9000868676 crvrao1@gmail.com | Functions of Academic Senate Importance of Ordinances and Regulations |
| 3 | Prof. PSN Reddy Retd. Prof. of Chemistry, OU Cell # 9963690216 psnreddyou@yahoo.com | Functions of EC and Importance of statutes |
| 4 | Sri P. Subash Chandra Bose Retd. Assistant Treasury Officer Chittoor Cell # 9440591809 psubhashchandraboze@gmail.com | General Discipline, Personal Registers, Stock Files |

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| 5 | Sri P. Subash Chandra Bose Retd. Assistant Treasury Officer Chittoor Cell # 9440591809 psubhashchandraboze@gmail.com | Drafting Note Files, Duties at various levels, Maintenance of confidentiality |
| 6 | Sri G Ramdhan Associate Professor of History TSP Oriental College Hyderabad Cell # 9949122100 gramdhan1715@gmail.com | Preparation of EC agenda |
| 7 | Sri G Ramdhan Associate Professor of History TSP Oriental College Hyderabad Cell # 9949122100 gramdhan1715@gmail.com | Affiliation of Colleges & Degree Colleges |
| 11 th February 2017 | | |
| 1 | Sri Kishore Dean Acharya Nagarjuna University Guntur Cell # 9441144447 kishorey.india@gmail.com | Physical Education Colleges |
| 2 | Sri G Ramdhan | Brief about on the areas of |

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| | Associate Professor of History TSP Oriental College Hyderabad Cell # 9949122100 gramdhan1715@gmail.com | UGC Regulations, AICTE Regulations, MHRD Regulations |
| 3 | Sri P. Subash Chandra Bose Retd. Assistant Treasury Officer Chittoor Cell # 9440591809 psubhashchandraboze@gmail.com | Conduct Rules of 1964 CCA Rules of 1991 |
| 4 | Sri K Hemachandra Reddy Professor of Mechanical Engineering JNTUA College of Engineering Anantapur Cell # 9440272244 konireddy@gmail.com | Affiliation of Engineering Colleges |
| 5 | Sri A Dayanidi Retd Finance Officer, OU Cell # 9866128812 nidhiakula@gmail.com | Financial Property, Preparation of Budget, Maintenance of Registers |
| 6 | Sri P Subrahmanyam Retd. Senior Audit Officer, AG Ex FO, KU, BRAOU, APSCE Cell # 9441205714 pvmurthy60@gmail.com | Writing Cash Book Reconciliation of accounts Formats to be followed |

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| | apsche1988accts@gmail.com | |
| 7 | Sri Saicharan Singh Manager Business Bill Desk Private Hyderabad Cell # 8885039939 saicharan.s@billdesk.com | Importance of Online receipts |
| 12 th February 2017 | | |
| 1 | Sri Krishnam Raju Audit Officer, AG Cell # 9441928734 kjagadabi@yahoo.com | Audit and Audit paras |
| 2 | Sri Krishnam Raju Audit Officer, AG Cell # 9441928734 kjagadabi@yahoo.com | Housing and vehicle loans Festival and Edn. Advances |
| 3 | Prof. Rajasekhar, Dean, School of Management, University of Hyderabad. M: 9866699983 email: brsmsuh@gmail.com | Central Universities |
| 4 | Sri.A.Ravi Varma STO Sub Treasury, Narasapuram West Godavari Cell # 9948452029 rvalluri24@gmail.com | Important provisions in Fundamental Rules, Sub-ordinate service rules Ministerial Service Rules |

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| 5 | Sri C. Sudesh Anand Advocate, High Court & Ex-standing counsel,APSCHE 9000933032 sudeshanandc@yahoo.co.in | Brief about court cases How to write para wise remarks |
| 6 | Sri.A.Ravi Varma STO Sub Treasury,Narasapuram West Godavari Cell # 9948452029 rvalluri24@gmail.com | Pay Fixations Pension fixations Kinds of Leaves and Rules |
| 7 | Prof. Ramesh Ghanta School of Education and Training Maulana Azad National Urdu University Hyderabad Phone- 09849169036 E-Mail : ramesh_ghanta@yahoo.co.in | B.Ed Colleges |
| 8 | Dr. Sudhakar, Principal, JC College of Law, Guntur Cell # 9848550353 sudhakar279@rediffmail.com | Law Colleges |