



Andhra Pradesh Human Resource Development Institute

(Govt. of Andhra Pradesh)

Venue: AP HRDI, Bapatla

5 Day Orientation Programme for Principals of GJCs

(In association with Commissionerate of Intermediate Education)

11 - 15 September, 2019

Date	09:30 - 11:00	11:30 - 13:00	14:00 - 15:30	16:00 - 17:30	
Wednesday 11.09.19	Inaugural Sri D Chakrapani, Retd. IAS	Heritage & Culture Sri Siva Nagireddy CEO, The Cultural Centre of Vijayawada	Communication Skills for effective functioning Dr. Varalakshmi Retd. Reader, Government Degree College, Guntur	Interactive session Sri Kantilal Dande Commissioner Intermediate Education, AP Secretariat, Velagapudi	Right to Education Act Sri Gandhi Babu Child Commissioner, Vijayawada
Thursday 12.09.19 tea break 10.30 - 11.00 Lunch 12.30 - 13.30 Tea break 16.30 - 16.45	09:00 - 10.30 Disciplinary procedures Dr. S Chellappa IAS (Retd.) Chairman, Commission of Inquiry for STs, Govt. of Telangana	11:00 - 12:30 Education Portal Maintenance of Vidyawaan Sri N Guru Prathap e Office Trainer, Vijayawada	13:30 - 15.00 CM Dashboard/ Preparation of No. Statements Sri Sudheer Project Manager, e Pragati authority, Vijayawada	15:00 - 16:30 MS Office (Excel, PPT, Word) Dr. K V Subba Rao Head of DCCP, Govt. Polytechnic, Kakinada	16:45 - 18:15 Right to Information Act (RTI) Sri Jaganmohan rao RTI Activist, Vijayawada
Friday 13.09.19	09:00 - 10.30 RTGS Sri Anantakrishnan Director, RTGS, AP Secretariat, Velagapudi	11:00 - 12:30 CFMS Mrs. Naga Pattabhi Senior Accountant, CFMS Portal, Vijayawada	13:30 - 15.00 How to improve skills Sri Rama Krishna Raju Team Leader, APCFS, Visakhapatnam	15:00 - 16:30 Internet (How to create group mail) Dr. K V Subba Rao Head of DCCP, Govt. Polytechnic, Kakinada	17:00 - 18:30 Jnanabhoomi Sri Padma Sai APCFS, Guntur
Saturday 14.09.19	09:30 - 11.00 AP Administrative Structures Sri Sitapati Rao, JD, Planning Dept.	11:30 - 13:00 Ethics in Administration Prof. Viswanatham Retd. Professor, Osmania University, Hyderabad	14:00 - 15.30 Child Psychology Dr. B. Ravikanth Associate Professor, Training & Placements, SRKR Engg. College, Bhimavaram	16:00 - 17:30 Good Governance - Responsive Administration, Efficiency, Effectiveness, Transparency & Quality Dr. C Vijaya Raghavacharyulu Chief consultant, Vijayawada	
Sunday 15.09.19	09:00 -12:30 Cyber Security Sri Sai Satish CEO, Indian Servers, Vijayawada		13:30 - 15.00 Skill development Opportunities & Challenges Sri Lakshminarayana, IAS (Retd.)	15:00 - 15:30 Valedictory Sri D Chakrapani, Retd. IAS	