

MINISTRY OF DEFENCE

(Office of JS & CAO)

Sub: 14th INDUCTION COURSE FOR STENO 'D' /PAs

1. The Defence Headquarters Training Institute (DHTI) will be organizing the **14th Induction Course for Steno 'D' /PAs** of AFHQ from **19 Aug 2019 to 20 Sep 2019**. The objective of the course is to impart academic inputs and attitudes necessary for shouldering the job responsibilities required for the post of Stenos/PAs
2. The Stenos/PAs, who have joined AFHQ Service from January 2010 onwards and have not undergone Induction Training so far, are hereby detailed for the **five weeks Induction Course for Steno 'D' /PAs** as per the list attached as Appendix 'A'.
3. The 05 weeks training mentioned in the note under reference also includes a study tour which is mandatory for all participants. The participants will be required to draw an advance from their respective offices under the Head "TA/DA Expenses" to meet the expenses on study tour. The authority for the same specifying amount of advance, dates and destination of the said study tour will be issued later.
4. It is clarified that any request for deferment will not be entertained by DHTI unless it is recommended by the Head of the respective Organisation clearly specifying the circumstances necessitating deferment. In such cases also, the official will be detailed on subsequent course and no request for deferment will be accepted as these training programmes are mandatory for the officials.
5. The **confirmation** regarding participation of the individual in the course should reach DHTI with their **Telephone Nos.** by **25 June 2019** positively. The officials should be relieved and directed to report to **DHTI, Room No. 185-A, B-Block, New Delhi at 9:00 AM on 19th Aug 2019 with relieving letter.**
6. Please acknowledge receipt.



(Dr S K Mishra)

Director, DHTI

26 Apr 2019

All concerned Organisations**All Participants**Copy to:-**Dy CAO (P)****CAO/EDP: -**

for uploading on website

26/04/19

(Refer to Para 2 of ID No. A/26002/94/CAO/Trg (Vol-III) dt 26 Apr 2019)

LIST OF STENO 'D'/ PAs DETAILED FOR THE
14th INDUCTION COURSE FOR STENO/PAs
19 Aug 2019 to 20 Sep 2019

SL NOS.	ID NOS.	NAME	POST	OFFICE
1.	A284844	NAVIN SINGH RAWAT	PA	MGO
2.	A284860	RAJESH KUMAR	PA	DGQA
3.	A285854	BHAVANI M	PA	DQA (CV), Avadi Chennai
4.	A302564	MOHD AKRAM	PA	DGR
5.	A304159	HARISH KUMAR MEENA	PA	AG
6.	A304935	JUGAL KISHORE MEENA	PA	DGQA
7.	A304948	NEHA KHANDURI	PA	DRDO
8.	A305268	MANISHA ADLAKHA	PA	DGQA
9.	A305354	MOHD SALMAN KHAN	PA	DGR
10.	A304571	GOURAV	STENO-D	E- IN-C
11.	A304696	YUDHISHTAR	STENO-D	J C B
12.	A304711	VIJAY BHARDWAJ	STENO-D	DGQA
13.	A304807	BHUMIKA SINGH BARETH	STENO-D	AG
14.	A304766	AKSHAY	STENO-D	DRDO
15.	A304795	SURENDER SINGH	STENO-D	DGQA
16.	A304852	SOURABH KUMAR	STENO-D	E- IN-C
17.	A304849	GAURAV	STENO-D	KSB
18.	A304836	KINJALK TIWARI	STENO-D	MGO
19.	A304906	EKTA	STENO-D	DGQA
20.	A304919	JUBY RAHEJA	STENO-D	AIR HQ
21.	A304881	SWETA	STENO-D	GS
22.	A304894	RUCHI GODHA	STENO-D	DGAFMS
23.	A304740	GAURAV	STENO-D	NAVAL HQ
24.	A305028	ABHISHEK SRIVASTAVA	STENO-D	DRDO
25.	A305031	SANJEEV KR VISHTA	STENO-D	NAVAL HQ
26.	A305015	UMESH CHANDRA SAROJ	STENO-D	MGO
27.	A305060	ABHISHEK BANSAL	STENO-D	AIR HQ
28.	A305044	DIVYA RANI	STENO-D	DPR
29.	A305073	HIMANSHU	STENO-D	NAVAL HQ
30.	A305114	ADITYA PRATAP SINGH	STENO-D	E- IN-C
31.	A305101	RAJAT SHARMA	STENO-D	AIR HQ
32.	A305099	ONIA JAJO	STENO-D	DGQA
33.	A305086	ROHIT	STENO-D	GS
34.	A305169	SEEMA RAWAT	STENO-D	GS
35.	A305130	GEETA GUJJAR	STENO-D	HISTORY DIVISION

