

MINISTRY OF DEFENCE
Office of JS & CAO

Sub: 19th FOUNDATION COURSE FOR
ASSISTANT SECTION OFFICER (DIRECT RECRUITS)
(06 Sep 21 to 22 Oct 21)


1. The Defence Headquarters Training Institute (DHTI) will be organizing **19th Foundation Course for Assistant Section Officers (Direct Recruit)** of AFHQ Civil Service from **06 Sep 21 to 22 Oct 21**. The objective of the course is to impart academic inputs and attitudes necessary for shouldering the job responsibilities required for the post of Assistant Section Officer.
2. A total of 39 Assistant Section Officers (DR), are hereby nominated for the **“19th Foundation Course for Assistant Section Officers”**, as per **Appendix ‘A’**.
3. This training is compulsory for removal from probation. Therefore, any request for deferment will not be entertained by DHTI unless it is recommended by the Head of the Organization, clearly specifying the circumstances necessitating deferment.
4. The aforesaid training is for seven weeks including domestic study / field visit of one week. The field visit will be conducted if conditions pertaining to Covid-19 improve subject to any other guidelines regarding domestic travel issued by GoI. A circular to this effect will be issued separately after the conditions become conducive to travel. In the event of field visit being postponed the course will be concluded five days ahead of the schedules completion i.e on 15 Oct 2021.
5. The modalities of the academic part are as under:-
 - (a) The participants of the programme will be relieved in the afternoon of the last working day before start of course and directed to follow online instructions from DHTI. A copy of the relieving order be marked to DHTI also.
 - (b) Major part of the training will be conducted in virtual mode on Web based Conference platforms such as Google Meet, Cisco Webex, Microsoft Team etc., easily accessible through participant's Smart Phone, Laptop or Desktop Computer.
 - (c) The participants are also advised to update their email address, mobile no etc. with DHTI along with the confirmation of their participation to DHTI. The info or link/invite for online class / session will be sent on mobile number of the participant. Detailed instruction for the web based classroom sessions will be shared with the participants in advance.
 - (d) Post completion of training, the participants will report back to their respective offices on the next working day.

EDP

(e) The attendance in all the sessions will be compulsory and on successful completion of the course, a certificate will be issued (in hard copy) .

6. The officials with co-morbid conditions, such as pregnant women, lactating mothers, people with severe asthma or chronic lung disease, high BP, people with chronic kidney disease, serious heart conditions or any other medical condition being at potential high risk in COVID environment are advised not to attend the course under intimation to DHTI.

7. The confirmation regarding the participation of the individual officer duly recommended by the office where the officer is posted should reach DHTI positively by **31 Aug 2021** along with the duly filled up registration form attached at **Appendix 'B'**. The officials may accordingly be relieved and their relieving order be mailed to the Course Director Sh. Anil Arora, Dy. Director DHTI at his e-mail ID meetanilarora@gmail.com. Further instructions, regarding the conduct of course, will be communicated to the participants online through email/whatsapp. The participants should be available online w.e.f. 06 Sep 21 for attending the sessions as per the instructions given to them. **Only those participants will be allowed to attend the training whose relieving orders have been received by the Course Director prior to commencement of the course.**


(Anil arora)
Dy. Director, DHTI
28 Jul 21

All concerned Organisations

All Participants

Copy to :-

CAO / EDP Cell -For uploading on CAO's website.

Appendix 'A'

(Refer to Para 2 of ID No.A/26002/100/CAO/Trg/FCASO-19 dt 28 Jul 2021)

LIST OF ASSISTANT SECTION OFFICERS DETAILED FOR THE 19TH FOUNDATION COURSE FOR ASSISTANT SECTION OFFICERS (DIRECT RECRUIT) (06 SEP 21 TO 22 OCT 21)

Emp Id	Name	DoB	Date of Joining	Office
A302663	KAMAL BHATTACHARJEE	24/Feb/87	29/Jul/16	DQA (M&E)
A303529	KAVITA MEENA KM.	21/Nov/88	26/Dec/16	MGO
A303321	SUMAN KUMAR MEENA	20/Oct/87	14/Dec/16	CME PUNE
A311317	RAHUL SINGHAL	22/May/94	14/Nov/18	DGQA
A309787	RAHUL SAINI	1/Jan/93	3/Aug/18	NAVAL HQ
A310042	CHANDRA KANT	5/Oct/90	27/Aug/18	AIR HQ
A311599	SHANKAR LAL MEENA	5/Oct/86	27/Nov/18	MGO
A311052	GUNJAN SINGH RAWAT	7/Feb/90	25/Oct/18	DGNCC
A319607	SANDEEP KUMAR	16/Mar/90	23/Jul/20	MS
A318923	DEEPAK KHANDELWAL	11/Jul/93	10/Jun/20	AG
A319610	YASH NANDAL	29/Nov/89	24/Jul/20	CAO
A320199	AJAY	24/Sep/96	28/Aug/20	MS
A319665	NITIN JOSHI	2/Apr/92	11/Aug/20	DGNCC
A320160	MOHIT DAHIYA	12/Mar/94	21/Aug/20	DGQA
A320186	DEEPAK KUMAR BHARDWAJ	6/Aug/94	20/Aug/20	AIR HQ
A320173	PUNEET PANDEY	20/May/92	21/Aug/20	QMG
A319636	ANSHUL	21/Sep/92	3/Aug/20	DRDO
A319579	ASHISH KUMAR	9/Feb/92	17/Jul/20	MGO
A319595	SUNDER SINGH	30/May/93	21/Jul/20	QMG
A319157	SNEHA SINHA Ms.	27/Jul/93	10/Jun/20	CAO
A318613	LOVELY	18/Feb/97	27/May/20	DPR
A319553	ASHISH KUMAR	7/Nov/94	10/Aug/20	DGQA
A318910	ANKISH GOEL	22/Mar/93	10/Jun/20	NAVAL HQ
A318952	NARESH KUMAR BAGORIA	7/Aug/91	10/Jun/20	DGQA
A318866	MANISH VERMA	13/Aug/91	8/Jun/20	AIR HQ
A318543	NITESH	17/Sep/95	26/Feb/20	MS
A319214	ABHISHEK RANKAWAT	22/Oct/94	30/Jun/20	HQ ATVP
A319160	BALKESH	20/Nov/93	26/Jun/20	CAO
A319230	VISHAKHA CHANDELA Ms.	1/Mar/90	30/Jun/20	CAO
A319269	VINAY YADAV	13/Jan/96	8/Jul/20	AIR HQ
A318626	UMESH KUMAR	5/Jul/94	6/May/20	CAO
A320201	JATIN YADAV	16/Dec/92	28/Aug/20	MGO
A319186	SHIVKESH DAHIYA	16/Jun/91	26/Jun/20	CAO
A319649	RAHUL GAUTAM	6/Oct/90	3/Aug/20	NAVAL HQ
A319623	NARENDER KR PASWAN	30/Sep/90	27/Jul/20	QMG
A318907	ABHISHEK KUMAR SINGH	18/Feb/92	10/Jun/20	AIR HQ
A319227	RAVI KUMAR	15/Aug/92	30/Jun/20	MGO
A319566	VIKRANT	10/May/84	16/Jul/20	CAO
A319243	NEERAJ	8/Dec/96	6/Jul/20	DGQA

