


MINISTRY OF DEFENCE
(Office of JS & CAO)
Defence Headquarters Training Institute

Sub : 2nd EXECUTIVE DEVELOPMENT PROGRAMME OF AFHQCS

1. The Defence Headquarters Training Institute (DHTI) will be organizing the **2nd mandatory three weeks' Executive Development Programme (EDP) from 19 Oct 2020 to 06 Nov 2020**, for Directors/ Joint Directors of AFHQ Civil Service. List of Directors / Joint Directors who have been nominated for the 2nd Executive Development Programme is attached at Appendix 'A'.
2. The course objectives are as follows :
 - (a) To provide exposure in Policy formulation and effective Defence Management;
 - (b) To broaden the horizon for developing effective HRD through best practices in governance;
 - (c) To provide an exposure in new E procurement initiatives & latest issues in good governance; and
 - (d) To provide technological and managerial exposure through field visits to Defence establishment.
3. The aforesaid training includes a study tour which is mandatory for all participants. Due to restrictions imposed by the Government in the prevailing COVID 19 pandemic, the study tour component is postponed and the same will be scheduled later as and when Govt. lifts the restrictions imposed on study tour
4. The modalities of the academic part are as under
 - (a) Session on 1st day of course i.e. 19 Oct 2020 will be conducted offline at DHTI where in the course director will demonstrate to the participants regarding modalities of participation in online sessions.
 - (b) Major part of the training will be conducted in VC platform on web based conference platforms such as Google Meet, Cisco Webex, Microsoft Team, etc easily accessible through their own Laptop or desktop computer except the days when they are required to be physically present at DHTI. However, all efforts will be made to keep the physical presence to a bare minimum. If conditions permit sessions may be conducted in offline mode as done earlier subject to issuance of Govt. instructions in this regard.
 - (c) Only those participants will be allowed to attend the course who have necessary gazettes with internet facility at home.

- (d) 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 every day class / session will be sent on this email / mobile number. Detailed instructions for the web based classroom sessions will be shared with the participants in advance.
5. The officials with co-morbid conditions such as 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 19 environment are advised not to attend the course under intimation to DHTI.
6. The confirmation regarding the participation of the individual on the course should reach DHTI by 15 Oct 2020 positively. The officers should join the course at DHTI along with relieving letters at 09:30 AM on 19 Oct 2020.


(Dr. S K Mishra)
Director, DHTI
05 Oct 2020

All concerned Organisations

All participants

Copy to :- Dy CAO(P) ,
CAO/EDP

- For uploading on website.

