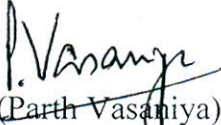


MINISTRY OF DEFENCE
Office of JS & CAO
(Defence Headquarter Training Institute)

Office Memorandum

Sub : 71st Orientation Course For Assistant Section Officers

1. Reference this office circular of even no dated 06 Jun 2019.
2. The Defence Headquarters Training Institute (DHTI) will be organising the **71st Orientation Course for Assistant Section Officers (ASOs)** who are promoted during 2017 of AFHQ Civil Service, from **15 Jul 2019 to 02 Aug 2019**. The objective of the course is to impart academic inputs and skills necessary for shouldering the higher responsibilities required for the post of Assistant Section Officers.
3. The competent authority has approved the participation of **Sh. Ajay Kumar, ASO**, Emp Id.A265069 and **Sh. Rajeev Kumar, ASO**, Emp Id A269632 in the **71st Orientation Course for Assistant Section Officers** from **15 Jul 2019 to 02 Aug 2019**.
4. The duration of course is three weeks including study tour, which is mandatory for all participants. In accordance with Para 8 of GOI letter no. A/25991/5/CAO/Trg dated 16 May, 2006, the participants are advised to draw an advance of **Rs. 30,000/- (Rupees Thirty thousand only)** from their respective offices under the Head "TA/DA Expenses" to meet the expenses on study tour. This advance may be released in **cash** only and the same shall be collected by DHTI from the participating officials. **Accordingly a move sanction in this regard may be collected from DHTI against the confirmation for participating in the said training course by 10 July 2019.**
5. It is clarified that any request for deferment under any circumstances will not be entertained by DHTI.
6. The **confirmation regarding the participation of the individual** on the course should reach DHTI by **10 Jul 2019, along with the present contact particulars of the participant**. The officials should be relieved and directed to report to **DHTI, Room No. 185-A, B-Block, New Delhi at 9:15 AM on 15 July 2019** along with relieving letter.
7. Please acknowledge receipt.


(Parth Vasaniya)
Dy Director, DHTI
08 Jul 2019

Sponsoring Authorities:

- (i) DRDO/Dte of HRD
- (ii) Dte of Fin Plg, Air HQ (Vayu Bhawan)

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