


MINISTRY OF DEFENCE

(Office of JS & CAO)

Defence Headquarters Training Institute

**Sub: 75th INDUCTION COURSE FOR
JUNIOR SECRETARIAT ASSISTANT (JSAs)**

1. The Defence Headquarters Training Institute (DHTI) will be organizing **75th Induction Course for JSAs** of AFHQ from **15 APR 2019 to 03 MAY 2019**. The objective of the course is to impart academic inputs and attitudes necessary for shouldering the job responsibilities required for the post of JSAs.
2. The JSAs, who have joined AFHQ Clerical Service from 2014 onwards and have not undergone Induction Training so far, are hereby detailed for the **Induction Course for JSAs** as per the list attached as Appendix 'A'.
3. The 03 weeks course 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 expense 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. **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 programme mandatory for the officials.
5. The confirmation regarding participation of the individual in the course with their Telephone Nos. should reach DHTI latest by 11th APR 2019 positively. 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 APR 2019 with relieving letter.
6. Please acknowledge receipt.


(Dr. SK Mishra)
Director, DHTI
07 Mar 2019

All concerned Organisations

All Participants

Copy to:-

Dy CAO (P)

CAO/EDP: -

for uploading on website

**LIST OF JSAs DETAILED FOR THE 75th INDUCTION COURSE FOR
JUNIOR SECRETARIAT ASSISTANT (JSAs)
15 APR 2019 to 03 MAY 2019**

SI No.	ID NO	NAME (SHRI / SMT / KUM)	DoB	OFFICE
1	A301286	RAHUL TOMAR	3-Jul-1994	G S
2	A301369	CHANDRA MOULLY RAI	2-Oct-1992	D P L & C
3	A 204738	RANVIR SINGH	24-Nov-1967	A G
4	A301835	PRIYANSHA SHUKLA Ms	20-Nov-1991	A G
5	A301877	PRASHANT PATHAK	10-Jul-1992	C A O
6	A 155377	SOHANJEE UPADHYAY	23-Jan-1963	NAVAL HQ
7	A301880	DEEPIKA Ms	21-Jan-1991	M S
8	A 159292	LEKH RAJ	13-Jan-1965	AIR HQ
9	A 139098	VED RAJ	4-Oct-1965	E-in-C
10	A 149158	MUNDRIKA PRASAD SINGH	10-Nov-1962	D R D O
11	A302337	MEENAKSHI GUPTA SMT	08-04-1965	M S
12	A302366	SAURABH SINGH	30-03-1990	C A O
13	A302379	SHARADINDU DUTTA	21-07-1991	Q M G
14	A302407	SANJEEV KUMAR	02-02-1995	NAVAL HQ
15	A302423	ABHEY KUMAR	04-09-1989	AIR HQ
16	A302436	RAHUL MANDAL	08-05-1989	C A O
17	A302465	RAM SUCHIT SINGH	05-07-1991	AIR HQ
18	A302478	LALIT KUMAR	24-07-1993	AIR HQ
19	A302494	SURUCHI BHAGCHANDANI SMT	30-04-1989	NAVAL HQ
20	A302481	SANJEEV KUMAR BAJPAI	27-12-1986	D G A F M S
21	A302519	ARCHANA SHUKLA Ms	08-10-1994	D R D O
22	A302580	AKSHAY SHARMA	06-02-1993	AIR HQ
23	A 205061	HARI OM	12-10-1962	D G A F M S
24	A302647	PRADEEP KUMAR	01-12-1989	D R D O
25	A302704	BHOOPENDRA SINGH	01-10-1969	D G Q A
26	A302746	PRABHAKAR PRATAP	15-Jun-96	NAVAL HQ
27	A303941	BHARAT SINGH RAWAT	19-Jan-96	MS BRANCH
28	A304258	GAURAV KUMAR	30-Jun-92	AIR HQ
29	A304360	NIZUMA SWARGIARY NARZARY	01-Jan-79	AIR HQ
30	A304568	SHASHI VAISH	12-Oct-64	AIR HQ
31	A305523	RAVINDER	01-Jan-90	DGR
32	A305859	BHOOP SINGH	30-Apr-94	QMG BRANCH
33	A305958	GOURAV KUMAR	31-Aug-95	AG BRANCH
34	A305987	MANOJ	02-Jan-87	QMG BRANCH
35	A306038	DEEPAK KUMAR	29-Nov-93	DGAFMS
36	A306041	RAJBIR	10-Nov-84	MGO BRANCH
37	A306054	MONIKA BHARDWAJ	12-Oct-94	DGAFMS
38	A306067	PUNEET KUMAR	18-Dec-89	AG BRANCH
39	A306070	VIJAY	04-Oct-89	DEF. LIBRARY
40	A306096	ANIL KUMAR	23-Sep-89	GS BRANCH