

MINISTRY OF DEFENCE

(Office of JS & CAO)

Defence Headquarters Training Institute

Sub: 83rd INDUCTION COURSE FOR JSAs

1. The Defence Headquarters Training Institute (DHTI) will be organizing **83rd Induction Course for JSAs of AFHQ from 31 Aug 2020 to 18 Sep 2020**. 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 2016 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 aforesaid training is for three weeks including domestic study / field visit of two days. However, the field visits will be undertaken at a later date taking into consideration prevailing COVID situation. A circular to this effect will be issued separately after the conditions become conducive to travel. As such the course will end two days ahead i.e on 16 Sep 2020 instead of 18 Sep 2020.
4. 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 Report to DHTI. A copy of the same may also be marked to DHTI.
 - (b) Session on 1st day of course i.e. 31 Aug 2020 will be conducted offline at DHTI wherein the course director will demonstrate to the participants regarding modalities of participation in online sessions.
 - (c) Major part of the training will be conducted in online mode on Web based Conference platforms such as Google Meet, Cisco Webex, Microsoft Team etc., easily accessible through their own Smart Phone, 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
 - (d) Only those participants will be allowed to attend the course who have necessary gazettes with internet facility at home.

Appendix 'A'

(Refer to Para 2 of ID No. A/26002/1/CAO/Trg dt 05 Aug 2020)

**LIST OF JSAs DETAILED FOR THE 83rd INDUCTION COURSE FOR
JUNIOR SECRETARIAT ASSISTANT (JSAs)
31 AUG 2020 to 18 SEP 2020**

Sl No.	ID NO	NAME (SHRI / SMT / KUM)	OFFICE	DoB
1	A306731	ASHEESH KUMAR	CAO	11-Jan-90
2	A306773	SONU KUMAR	E-in-C BRANCH	10-Jan-92
3	A306760	HARDESH SINGH	DPL&C	14-Oct-98
4	A306744	SHOBHA BAGRI SMT.	AIR HQ	16-Apr-77
5	A306872	BRIJMOHAN	DTE. OF STDN.	30-Sep-93
6	A306869	DEEP CHAND	MS BRANCH	26-Jan-91
7	A306955	NARESH KUMAR	E-in-C BRANCH	14-Apr-90
8	A306913	RASHIKA PANDEY KM.	AIR HQ	03-Mar-95
9	A306997	VANDANA	AIR HQ	15-Dec-91
10	A307006	ROHIT KUMAR KHOKHAR	AIR HQ	02-Jul-90
11	A308933	SANTOSH KUMAR SINGH	KS BOARD	05-Jun-79
12	A308962	HEERA LAL SWAMI	NAVAL HQ	11-Jan-97
13	A309071	TEJENDRA KHATRI	AG BRANCH	14-Dec-91
14	A309282	DHEERAJ KUMAR	MS BRANCH	04-Apr-94
15	A309365	SIDDHARTH DAIPURIYA	DGNCC	13-Aug-97
16	A308975	RITIK ROSHAN	E-in-C BRANCH	10-May-95
17	A309378	VIKAS SINGH	DGDE	15-Jul-97
18	A309422	MOHIT CHOUHAN	GS BRANCH	27-Aug-95
19	A309477	UTKARSH KUMAR	NAVAL HQ	18-Jan-95
20	A309448	SAURABH KUMAR	MGO BRANCH	26-May-92
21	A309617	DEEPAK	JCB	13-Sep-92
22	A309633	RAVI KUMAR	SECURITY OFFICE	08-Apr-90
23	A309646	GAJEE RAM MEENA	SECURITY OFFICE	12-Sep-95
24	A309620	GAURAV DABAS	SECURITY OFFICE	10-Aug-95
25	A309604	MANOJ KUMAR CHAURASIA	E-in-C BRANCH	02-Dec-89
26	A309732	BALRAM KUMAR	GS BRANCH	24-Aug-90
27	A309745	ROHIT SAINI	DPR	05-Mar-93
28	A309899	ANKIT	E-in-C BRANCH	23-Feb-93
29	A309831	DIVYA	DHTI	17-Jan-94
30	A309873	ABHIMANYU SINGH	CAO	29-Jun-89
31	A309886	AKHILESH KUMAR	AIR HQ	24-Mar-96
32	A309901	MUZAFFAR KHAN	GS BRANCH	04-Mar-88
33	A309914	MANISH MANYAL	MS BRANCH	07-Jul-79
34	A309930	JITENDER KUMAR VERMA	QMG BRANCH	22-Oct-93
35	A310026	CHANDER PAL YADAV	GS BRANCH	07-Jun-85
36	A310109	PRAVEEN KUMAR	AG BRANCH	24-Jul-90
37	A310097	VIKASH PHOGAT	NAVAL HQ	02-Dec-91
38	A310071	SAVITA KUMARI	QMG BRANCH	01-Apr-93
39	A310084	PARVEEN	DGQA	10-Jun-90
40	A310167	MANISH KUMAR	HQ IDS	19-May-94

Mamif
5/8/2020