


MINISTRY OF DEFENCE
Office of JS (E/CAO)

Sub : 63rd ORIENTATION COURSE FOR ASSISTANT SECTION OFFICERS

1. The Defence Headquarters Training Institute (DHTI) will be organising the **63rd** three weeks Orientation Course from **27 Feb 2017 to 17 Mar 2017** for Assistant Section Officers (ASOs) of AFHQ Civil Service who are newly promoted as ASOs during 2015. The objective of the course is to impart academic inputs and attitudes necessary for shouldering the higher responsibilities required for the post of Assistant Section Officers.
2. The ASOs, who have been nominated for the “**63rd** Orientation Course for ASOs” are hereby detailed as per the list attached as Appendix ‘A’.
3. The duration of the 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. 10,000/- (Rupees Ten thousand only)** from their respective offices under the Head “TA/DA Expenses” to meet the expenses on study tour. This contribution may be released in **cash** only and the same shall be collected by DHTI from the participating officials. **A Move sanction in this regard may be collected from DHTI on/after 20 Feb 2017.**
4. It is clarified that any request for deferment will not be entertained by DHTI unless the Head of the respective Organisation clearly specifying the circumstances necessitating deferment & recommend it. In such cases also, the official will be detailed on subsequent course and no request for deferment will be accepted, as these training programmes are mandatory for the officials.
5. The **confirmation regarding the participation of the individual** on the course should reach DHTI by **23 Feb 2017, 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 27 Feb 2017** along with relieving letter.
6. Please acknowledge receipt.


(Dr Arvind)
Director, DHTI
07 Feb 2017

All concerned Organisations
All Participants

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CAO/EDP

- For uploading on Website

**63rd ORIENTATION COURSE FOR ASSISTANT SECTION OFFICERS
TO BE HELD DURING 27 FEB 2017- 17 MAR 2017**

SI	EMP ID	NAME (Shri/Smt/Kum)	DOB	DATE OF APPT AS ASSTT	OFFICE
1.	A245906	JITENDRA KUMAR	20-Mar-76	01-Dec-15	QMG
2.	A252049	PANKAJ BHATIA	18-Aug-77	24-Jun-15	AIR HQ
3.	A253116	ABHAY RANJAN	01-Mar-78	24-Jun-15	E-in-C
4.	A256191	RAM KUMAR V	09-Mar-74	24-Jun-15	GS
5.	A239068	PRAVEEN KUMAR	13-Oct-75	24-Jun-15	GS
6.	A239138	KAMLESH KUMARI	11-Nov-66	24-Jun-15	AIR HQ
7.	A240464	YASHPAL	16-Aug-79	24-Jun-15	GS
8.	A240617	ARVIND KUMAR	04-Mar-79	25-Jun-15	AIR HQ
9.	A235437	RAVINDER KUMAR	05-Apr-77	24-Jun-15	MGO
10.	A249425	MAYA DEVI	28-Jun-60	26-Jun-15	MS
11.	A249777	ANIL KUMAR	01-May-68	24-Jun-15	DRDO
12.	A223258	RAJENDER SINGH	10-Jan-64	24-Jun-15	DGQA
13.	A168131	RAM KISHAN	09-Jun-68	24-Jun-15	MS
14.	A265283	TARA CHAND MEENA	20-Feb-83	24-Jun-15	MS
15.	A267711	PRANAB KUMAR KISKU	15-Oct-74	24-Jun-15	NAVAL HQ
16.	A187408	VIJAY PRADEEP XESS	24-Apr-70	24-Jun-15	MS
17.	A253174	RAMDHARI PRASAD DINKAR	02-Jan-71	24-Jun-15	DRDO
18.	A253596	NAGENDRA SINGH	01-Apr-73	11-Aug-15	GS
19.	A253608	GOPAL SAO	05-Feb-76	30-Dec-15	GS

