

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

**Sub: 24<sup>th</sup> ORIENTATION COURSE FOR SECTION OFFICERS**

1. The Defence Headquarters Training Institute (DHTI) will be organising the 23<sup>rd</sup> three weeks Orientation Course from **01 May 2017 – 19 May 2017** for Section Officers of AFHQ Civil Service. The objective of the course is to impart knowledge and develop skills necessary for shouldering the higher responsibilities required for the post of Section Officers.
2. The Section Officers, who have been promoted from year 2010-2011 onwards, and have at least **two years residual service before the commencement of the course** are hereby detailed as per the list attached as Appendix 'A'.
3. The 3 weeks course also includes a **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 thousands 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 will be collected by DHTI from the participating officers. A **Move Sanction** in this regard may be collected from DHTI on or after **24<sup>th</sup> April 2017**.
4. It is clarified that 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 officers will be detailed on subsequent course and no request for deferment will be accepted as these training programmes are mandatory for the officers.
5. The confirmation regarding the participation of the individuals for the course **with their Telephone Nos.** should reach DHTI latest by **20<sup>th</sup> April 2017** positively. The officers should be relieved and directed to report to **DHTI, Room No. 185-A, B-Block, New Delhi at 9:00 AM on 01<sup>st</sup> May 2017 with relieving letter.**
6. Please acknowledge receipt.



(Dr. Arvind)  
 Director, DHTI  
 2<sup>nd</sup> March 2017

**All concerned Organisations**  
**All Participants**

Copy to :-

**Dy CAO (P)**  
**CAO/EDP** :- For uploading on website

(Refer to Para 2 of ID No. A/26002/95/CAO/Trg (Vol-III) dt. 20 March 2017)

**LIST OF SECTION OFFICERS TO BE DETAILED FOR  
24<sup>th</sup> ORIENTATION COURSE FOR SECTION OFFICERS  
TO BE HELD DURING 01 May 2017 – 19 May 2017**

Sl. No.	ID NO.	NAME	DOB	OFFICE
1.	A178147	ANAND WALIA	22-Mar-61	DGNCC
2.	A049737	VIPUL HARITA	09-Aug-59	NAVAL HQ
3.	A049290	ALOK KUMAR	26-Jul-63	CAO
4.	A048884	P GANESHAN	08-Jul-60	AG BRANCH
5.	A190668	PADMA SHARMA SMT	04-Jan-60	DPL&C
6.	A223399	SUNIL KUMAR	31-May-66	GS BRANCH
7.	A026941	GURMIT KAUR SMT	28-Apr-61	DRDO
8.	A016498	G S RAWAT	15-Jan-60	CAO
9.	A062635	ANITA MATHUR SMT	01-Aug-61	AIR HQ
10.	A178457	VINOD KUMAR	14-Sep-61	NAVAL HQ
11.	A089263	DEBASISH TALUKDAR	14-Feb-63	MGO BRANCH
12.	A021243	V S RAWAT	03-Sep-61	AIR HQ
13.	A021706	KALPANA A APTE SMT	11-Aug-65	GS BRANCH
14.	A016852	NEERU SHARMA SMT	09-Jul-65	AG BRANCH
15.	A077109	KIRTI CHADHA SMT	02-Oct-60	AIR HQ
16.	A150679	MAHESHWARI RAUTELA SMT	01-Jan-64	GS BRANCH
17.	A026743	SUKHBIR SINGH	02-Jan-60	AG BRANCH
18.	A020840	P C TEWARI	26-Mar-62	QMG BRANCH
19.	A178332	PAYAL BHUTANI KM	26-Jul-59	AIR HQ
20.	A082107	MAHABALESHWARA BHAT K	10-Jun-61	CAO
21.	A064329	VIMAL RAI	11-Nov-59	MS BRANCH
22.	A020105	A S CHAUHAN	26-Jun-60	GS BRANCH
23.	A063265	KAMLA ARYA SMT	02-Jun-62	AIR HQ
24.	A179115	CHANDRAVATI SMT	17-Jul-60	DGQA
25.	A033253	SANTOSH KUMAR	13-May-64	NAVAL HQ
26.	A179128	ASHOK KUMAR	11-Sep-62	CAO
27.	A179144	RAJ KUMAR	01-Aug-63	QMG BRANCH
28.		MALKIT SINGH	28-Apr-62	DGQA
29.	A179157	DEEPAK KUMAR	20-Dec-63	MS BRANCH
30.	A142542	SAVITRI GOSAIN	07-Nov-62	DGNCC

*[Handwritten Signature]*