

OFFICE OF THE JS & CAO
(Defence Headquarters Training Institute)

Sub: WORKSHOP ON : CREATIVE PROBLEM SOLVING
(30 Aug 2018 – 31 Aug 2018)

1. Defence Headquarters Training Institute (DHTI) will be organizing first workshop on Creative Problem Solving Covering from 30 Aug 2018 – 31 Aug 2018 in its premises at Room No.185-A, 'B' Block. The duration of the workshop will be 02 days.

2. The key learning objectives for the workshop are as under:-

- (a) Define the concept of Creativity & Innovation.
- (b) Comprehend the model of creative problem solving.
- (c) Explain process of Idea generation.
- (d) List creative problem solution techniques.

The probable programme outcomes expected are as under:-

- (a) Awareness about out of box thinking.
- (b) Cultivation of sparks moments.
- (c) To come out of inertia in life.
- (d) Using creativity for decision making.

3. **Eligibility.** The workshop is open to only Gazetted Officers/ Service Officers working in three Service HQs, ISOs and Ministry of Defence. The workshop capacity is 25. Preference will be given to those officers who are below 58 years of age.

4. The applications of officers desirous of participating in the workshop may be forwarded in the Performa at Appendix 'A' to this note, duly recommended by 24 Aug 2018. Selection of the candidates will be based on first come, first served basis.


(Namita Malik)
Dy Director, DHTI

As per standard distribution list

MoD, JS & CAO, I.D. No.A/26002/110/CAO/Trg dt. 06 Jul 2018

CAO/EDP

WORKSHOP ON CREATIVE PROBLEM SOLVING

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APPLICATION PROFORMA

1. Name (In English) :
(In Devnagri Script) :
2. Employment ID No./Service No. :
3. Date of Birth :
4. Designation :
5. Complete Office Address :
(including Directorate, Room No.,
Block No. etc)
6. Telephone No. :

(Signature of the Applicant)

RECOMMENDATION OF THE OFFICER UNDER WHOM WORKING

File No. dt.....

Certified that in the event of selection of, Shri/Smt/
Kum _____ for the above
mentioned workshop, he/she will be relieved by this office to attend the course.

CAO/DHTI, 185-A, B-Block

Signature
Name & Designation
Office & Tele No.

(Handwritten Signature)
Director DHTI