


MINISTRY OF DEFENCE
Office of The JS & CAO

SUB: WORKSHOP ON HANDLING OF CAT/COURT CASES
FROM 27 – 28 DEC 2017

1. The Defence Headquarters Training Institute (DHTI) will be organizing a two days 'Workshop on Handling of CAT/Court Cases' from 27 – 28 Dec 2017 in its premises located in 'B' Block, R.No. 185A. The classes will be held from 10:00 AM to 04:30 PM.
2. The aim of the workshop is to equip the officers with the knowledge and skills required for handling of CAT/Court cases. Topics in the course include Hierarchy of Courts, Action on receipt of notice, Role of Govt. officials in raising preliminary objections, Handling of contempt petition, Action after disposal of cases, Armed Forces Tribunal etc. There will be practical exercise on preparation of reply also.
3. Eligibility: The workshop is meant for all AFHQ officers and service officers working in various service HQs/ISOs dealing with or is expected to deal with court cases.
4. Course Capacity : Approximately 25
5. The applications of eligible officers desirous of undergoing the workshop may be forwarded by **18 Dec 2017**, as per proforma at Appendix 'A' to this note, duly recommended. Selection of candidates will be based on merit and on first come, first serve basis. The selection will be intimated separately.


(Deepak Kumar Bist)
Dy Director, DHTI
Tele: 23014686

AS PER STANDARD DISTRIBUTION LIST

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✓ CAO/ EDP Cell: For uploading on CAO's website

MoD, O/o the JS & CAO, ID No. A/26002/63/CAO/Trg dt 16 Nov 2017

WORKSHOP ON HANDLING OF CAT/COURT CASES
(27 - 28 Dec 2017)

APPLICATION PROFORMA

1.	Name {In English} {In Devanagari Script}	
2.	Employee ID No.	
3.	Date of Birth & Age	
4.	Designation & Date of Appt in the Grade	
5.	Educational Qualification	
6.	Natures of Duties being performed at present	
7.	Office Address {Including Room No, Block No., Building, etc.}	
8.	Office Telephone No. Mobile No.	
		(Signature of the Applicant)
<u>Recommendations:</u>		
The name of the above mentioned officer is recommended. He/She will not be withheld by this office for any reason whatsoever from attending classes, in case of selection.		
<p align="right"> Signature : Name : Designation: Office : Date : </p>		