


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

Sub: WORKSHOP ON HANDLING CAT/COURT CASES
17 -18 FEB 2020

1. Defence Headquarters Training Institute (DHTI) will be organizing a workshop on **Handling CAT/Court Cases** on 17-18 Feb 2020 in its premises at Room No.185-A, 'B' Block. The course is of full day duration from 09:30 hrs to 17:00 hrs.
2. **Aim.** 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.** All civilian officers & Service officers working in three service HQrs & ISOs.
4. **Course Capacity:** Approximately 25
5. The applications of eligible officers, desirous of undergoing the workshop may be forwarded by **10 Feb 2020**, 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.


(Deepak Kumar Bist)
Dy Director, DHTI
Tel. 23014686

As per standard distribution list

Copy to :-

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

MoD, JS & CAO, I.D. No.A/26005/97/CAO/Trg dt. 9 Jan 2020

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APPLICATION PROFORMA

1.	Name {in English} {in Hindi}	Shri/Smt/Km. श्री/श्रीमती/कुमारी
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.	
9.	E-mail ID	
(Signature of the Applicant)		
Recommendations: 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.		
Signature : Name : Designation : Office : Date :		