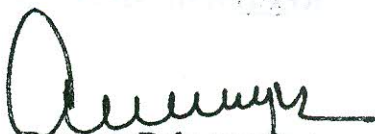


Ministry of Defence  
OFFICE OF THE JS & CAO  
(Defence Headquarters Training Institute)

Sub: WORKSHOP ON MANAGING STRESS  
06 – 07 AUG 2019

1. Defence Headquarters Training Institute (DHTI) will be organizing a specialised course on Managing Stress on 06 – 07 Aug 2019 in its premises at Room No.185-A, 'B' Block.
2. **Aim:** The Courses has been stated based on a feedback from the Service HQrs that the Service Officers are not aware of Managing Stress which is considered necessary for improving positive attitude & set reasonable/realistic goals.
3. **Eligibility:** The Course is open to all Service Officers in three Service HQrs & ISOs. The course capacity is 25 Participants.
4. **Objectives :** By the end of the course, the participants will be able to :-
  - a). Define Stress
  - b). Identifying the symptoms of stress.
  - c). Communicate the effects of Excessive stress on human Physiology , psychology & Behaviour Stress
  - d). Manage stress through various Tools
  - e). Practice meditation for stress free Life.
5. The applications of officers, desirous of undergoing the course may be forwarded in proforma at Appendix 'A' to this note, duly recommended by 02 Aug 2019.

  
(Praveen Bahuguna)  
Asst Director, DHTI

As per standard distribution list

MoD, JS & CAO, I.D. No.A/26003/64/CAO/Trg dt 11 Jul 2019

✓ CAO/EDP cell

Plz uploading CAO's website

**SPECIAL COURSE ON WORKSHOP ON MANAGING STRESS**  
**06 – 07 AUG 2019**

**APPLICATION PROFORMA**

1. Name (In English) :
- (In Devnagri Script) :
2. Employment ID No./Service No. :
3. Date of Birth :
4. Designation :
5. Nature of Duties being performed at :  
present clearly bringing out  
involvement.
6. Complete Office Address :  
(including Directorate, Room No.,  
Block No. etc)
7. Telephone No. :
8. Email Id

**(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 course,  
he/she will be relieved by this office to attend the course.

**CAO/DHTI, 185-A, B-Block**

Signature  
Name & Designation  
Office & Tele No.