


MINISTRY OF DEFENCE  
Office of The JS & CAO

**SUB: WORKSHOP ON HANDLING OF CAT/COURT CASES**  
**FROM 23 – 24 JUL 2018**

1. The Defence Headquarters Training Institute (DHTI) will be organizing a two days 'Workshop on Handling of CAT/Court Cases' from 23 – 24 Jul 2018 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 **19 Jul 2018**, 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: 23011937

**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 29 Jun 2018

**WORKSHOP ON HANDLING OF CAT/COURT CASES**  
(23 – 24 Jul 2018)

**APPLICATION PROFORMA**

1.	Name {In English} {In Devanagri 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)**

**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 :**