

**Ministry of Defence**  
**Department of Military Affairs**  
**D (GS.II)**

Sub:- Nomination of Civilian Officers for the 80<sup>th</sup> Staff Course at Defence Services Staff College, Wellington – reg.

The 80<sup>th</sup> Staff Course at Defence Services Staff College (DSSC), Wellington (Tamil Nadu) is scheduled to commence from 03<sup>rd</sup> June, 2024 to 12<sup>th</sup> April, 2025. Four (04) slots in DSSC Staff Course are earmarked for civilian officers of various Ministries/Departments of Government of India.

2. The staff course at DSSC, Wellington lays stress of issues relating to Inter-services cooperation and planning and to enhance the knowledge of the participants on various aspects of national security. The course also provides an opportunity for building functional rapport and understanding between the civilian and armed forces officers. Joint Forward Area Tour (JFAT) and Industrial Demonstration Tour (IDT) for the student officers provide a unique opportunity to gain first-hand knowledge and experience from the best practices being followed in both civil and defence establishments.

3. The 80<sup>th</sup> DSSC Staff Course is scheduled to commence from 03.06.2024 and will continue up to 12.04.2025. Prior to that, the selected officers will be required to undergo an Orientation Course of two (02) weeks from 20.05.2024 to 01.06.2024. Only those officers who, if selected, can be assuredly released from May, 2024 till April 2025, should be sponsored.

4. Qualification requirements for selection of civilian officers to the DSSC Staff Course are as under:-

- (a) The Officer should be from Group "A", Central Civil Services.
- (b) Upper age limit should not be more than 50 years as on last date of receipt of nominations.
- (c) Officer should be clear from vigilance and disciplinary angle.
- (d) Officer should have excellent track record of past performance.

5. The details of course fees to be borne by the sponsoring organization are as follows:

- (i) Training Charges per week: Rs. 7,975/-
- (ii) Rent and allied charges per week: Rs. 600/-
- (iii) The Training Charges are to be paid by demand draft in favor of CDA, Chennai payable at Chennai and the Rent & Allied Charges are to be paid by demand draft in favor of Commandant, DSSC, Wellington, payable at Chennai.

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O/o Joint Secretary (Estt./Part./Coord)

Diary No... 1256.....

Date... 19.08.24.....

Office of Director (Genl./IT)

Dy. No... 523.....

Date... 20/8/24.....

*Dir (Genl./IT)*  
*Hand*

*AM*

6. It is requested that nominations of willing and eligible officers with Annexure-II & III duly completed and Annual Performance Appraisal Reports (photocopies of APARs duly attested by an Officer not below the level of Under Secretary) of last five (05) years may be sent to Deputy Secretary (Training), Department of Military Affairs, Ministry of Defence, Room no. 8 Basement, Near gate no 11, South Block, New Delhi -110011 and Email- [manoj.rai@nic.in](mailto:manoj.rai@nic.in), so as to reach **on or before 05<sup>th</sup> April, 2024**. Nominations received after the last date may not be considered.

7. It may be noted that the mere nomination of the officer may not be treated as selection by their Administrative Authority. As the selection of the Officers are to be finalized by the competent authority in this Department.

(Manoj Kumar Rai)

Deputy Secretary to the Government of India

Email: [manoj.rai@nic.in](mailto:manoj.rai@nic.in)

Tele: 2301 3381

To

**As per list**

MoD I. D. No. 02/11/2019/D(GS.II)/DMA

Dated 19<sup>th</sup> March, 2024.

Copy to:

JS (Estt), MoD -

With the request to publish this circular on the website of the Ministry of Defence. It may also be posted under "What's new" to get prompt attention.

- 2. Director (Jt. Training); HQ IDS, Ministry of Defence.
- 3. Commandant, DSSC, Wellington, Pin -900458, C/o 56APO.

Dis (Genl/IT)  
DJK

Please ensure 'X'

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Particulars of the civilian officers recommended by the Ministry/Department for selection to the 80<sup>th</sup> Staff Course commencing in June, 2024 at Defence Services Staff College, Wellington (Tamil Nadu).

1. Name of the Officer :
2. Date of Birth :
3. Service to which he/she belongs and date of entry into service :
4. Pay Scale/present pay :
5. Present post held (Full particulars and date from which post held) :
6. Educational Qualification :
7. Address :
  - Official :
  - Residential :
8. Particulars of post held :
9. Training course attended :
  - (a) In India :
  - (b) Abroad :
10. Any other relevant information :

Signature.....  
 Name & Address.....  
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 Tele No.....  
 Email Address.....  
 Fax No.,.....

To be completed by the sponsoring authority

It is certified that the particulars given by the Officer in Annexure-II are correct as per official records.

Participation in the training course is recommended/not recommended. If selected, the officer will not be withdrawn from the course. Necessary fees will be paid by this organization.

Photocopy of CR Dossier of the officer for the last 5 years duly attested are enclosed. These may be returned by name to .....

Name & Designation of the  
Sponsoring Authority

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→ Tele No.....  
Fax No.....  
Email Address.....