

APPLICATION FOR RESETTLEMENT TRAINING COURSE SERIAL NO.---

Application for (Course Nomenclature).....

To be held at (Name of Institute(s)).....

FromTo.....

1. Service No.....Rank.....Name.....

2. Army/Air Force/Navy (Tick (√)) Unit/Fmn/Branch.....

3. Educational Qualification..... Date of Birth.....

4. Date of Commission.....Type of Commission.....Arm/Branch

5. Date of Superannuation (for superannuating officers only).....

6. Date of Release / Pre Mature Retirement.....

7. For SSC Officers only

(i) Have you opted for PC? Yes / No

(ii) Was PC agreed to by Service HQ? Yes / No

(iii) Are you on Extension? Yes / No

8. Preference of courses (**Only for 24 Week Management Courses/Modular Seafaring Courses**)

(i)

(ii)

(iii)

9. Have you already attended/applied for Courses through DGR Yes / No?

If yes, details of course attended

(a) Course(s) No.Total No. of days.....

(b) Any additional courses also applied for (to DGR) concurrently.....

(c) Course Nomenclature.....

10. Address for correspondence (Official address for serving and residential address for retired officers).....

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** Telephone (with STD Code) (i) Office (ii) Residence.....

Mobile..... E-mail

Date: Signature.....

**** Telephone No. with STD Code, Mobile No. and E-mail address are mandatory.**

CERTIFICATE FROM OFFICER

I hereby understand and certify that:-

- (a) I have read and understood all the rules and regulations governing the conduct of DGR sponsored courses, as given in Resettlement Training Brochure/policy/letters issued by DGR.
- (b) Facts and Information given above are correct and true.
- (c) I will notify DGR about all material changes subsequent to the information provided by me.
- (d) I have not undergone similar course earlier.
- (e) I am neither re-employed nor on any kind of leave including study leave.
- (f) **I understand that after undergoing 24 week Management Course, I will forgo my right for one year from the date of completion of the course/ my retirement date, whichever is later to avail any other self employment scheme of DGR (Auth – MoD ID No.28(216)2014/D(Res-1) dated 15.01.2015 and DGR letter No.5023/Policy/DGR/Res-8 dated 23 Jan 2015 (For Officers desirous of attending 24 Week Management Courses).**

Place:

Date:

Signature of the officer

➤ **Documents to be attached with the Application for Retired Officers: -**

- (i) Attested copy of PPO / Gratuity Order (For SSC officer only)
- (ii) Retirement / Release Order
- (iii) ESM I Card issued by ZSB/RSB

**CERTIFICATE FROM THE INITIATING OFFICER / COMMANDING OFFICER/
ZILA SAINIK BOARD**

I Certify that: -

- (a) The information provided by the officer is complete and correct to the best of my knowledge.
- (b) The officer will be made available to attend the course.
- (c) As per service records of the officer he/she has availed..... days T/D to undergo course/courses sponsored by DGR.

For SSC Officers:-

- (d) Officer being short service commissioned has not been granted permanent commission and is due for final release (including extension period) on
- (e) Officer is not released on his/ her requested during the extended period and fulfils the conditions of being an Ex-Servicemen in term of DOP&T OM Nos. -
 - (i) 39016/10/79 (C) dated 15th Dec 1979
 - (ii) 36034/5?85-Estt (SCT) dated 27th Oct 1986
 - (iii) 36034/5/85-Estt (SCT) dated 27th March 1987
 - (iv) 36034/1/2006-Estt(Res) dated 04 Oct 2012

Seal/Stamp

Date:

Signature.....
Name and Rank.....
Appointment.....
Unit.....

Note :-

1. For serving officers application form in duplicate should be routed through Army HQ (concerned line MS & MS-7 (B), Naval HQ (DESA), Air HQ (JDPO Placement Cell) as applicable.
2. For retired/released officers application form should be countersigned & routed through concerned Zila Sainik Board / Rajya Sainik Board.
3. No advance copies/enclosures other than those mentioned in the application form, are to be attached with the application. Bio-data/CVs, Degrees, Certificates etc are **Not required**.
4. For any clarification, contact at 011-26192358/26192366 or E mail ID dirdgrtrg@desw.gov.in or dirtrg@gmail.com or jddgrtrg@desw.gov.in .