

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**

Ansari Nagar, New Delhi-110 029.

No.F.36-6/86-Estt.I

Dated the:-

28 JUL 2017

**CIRCULAR**

**Subject:-90<sup>th</sup> Training Programme on Reservation Policy for the Chief Liaison Officers (CLOs)/Liaison Officers (LOs) for SC/ST/PWD and OBC Employees on August 28 & 29, 2017 at New Delhi-Regarding.**

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A copy of letter No. IPA/348/PWD-10/2017-18 dated 9<sup>th</sup> January, 2017 from Institute of Public Administration, 38/4, Coles Road Cross, Frazer Town, Bengaluru,-560005, on the above mentioned subject is forwarded for information and further necessary action.



**CHAKRAVARTHY E.V.S.)  
ADMINISTRATIVE OFFICER-(DO)**

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Sanjay  
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31/5

# इंस्टिट्यूट ऑफ पब्लिक अड्मिनिस्ट्रेशन INSTITUTE OF PUBLIC ADMINISTRATION

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Ref: IPA/ 349/SCT-90/2017-18

**New Act**

July 01, 2017

To,  
The Secretaries, All Ministries / Departments of Central Govt.,  
The Chief Executives, All CPSUs, Public Sector Banks and Financial Institutions  
The Chief General Manager (DAPM), Reserve Bank of India  
The Chairmen, LIC, GIC and Insurance Companies  
The Directors, All National Institutes of Technology / IITs/ IIMs  
The Chairmen, All Ports  
The Directors, All Institutes  
The Chairmen, All Boards & Autonomous Bodies  
The Vice Chancellors, All Central Universities  
The Directors, All Research Institutes  
The Directors, DRDOs  
The Chairmen, IRDA, TRAI, PFRDA, SEBI and other Statutory Bodies

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Sub: 90<sup>th</sup> Training Programme on Reservation Policy for the Chief Liaison Officers (CLOs) / Liaison Officers (LOs) for SC/ST/PWD and OBC employees on August 28 & 29, 2017 at New Delhi.

Madam / Sir,

The Department of Personnel & Training vide their O. M. No. 436011/1/2013-Estt. (Res.) dated January 23, 2014 has notified that an updated Brochure on Reservation for the members of Scheduled Castes (SCs), the Scheduled Tribes (STs) and the Other Backward Classes (OBCs) in services of the Government of India has been posted on the Departments website. Part I of the Brochure contains all the provisions of Reservation Policy including NEW FORMATS OF RESERVATION REGISTERS AND RESERVATON ROSTER REGISTERS, in a simple and easy to understand style and manner and is complete in itself.

02. Also the Rights of Persons with Disabilities Act, 2016, has come into force with effect from April 19, 2017.

03. The Institute which has been a pioneer in the field of disseminating information about the Government instructions on reservation in the services, has now planned its 90<sup>th</sup> Annual Training Programme for the Chief Liaison Officers (CLOs) / Liaison Officers (LOs) for SC/ST /PWD and OBC employees on Reservation Policy of Govt. of India on August 28 & 29, 2017 at the Hotel Vivanta by Taj - Dwaraka, Metro Station Complex, Sector -21, Dwaraka, New Delhi- 110075 (Tele No. 011-66003000/28070000)

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04. The main objective of this training programme is two fold. One is to appraise the appointing authorities and recruiting agencies of the latest provisions of the Reservation Policy. The other is to evolve strategies for smooth and proper implementation of these instructions. The deliberations would largely focus on issues pertaining to vertical reservation (for SC, ST and OBC) and horizontal reservation (for Persons with Disabilities and Ex-servicemen) and how to prepare initially and maintain thereafter the reservation registers and the reservation roster registers. A live rendition will be given on maintenance of new PWD roster in general and the switching over to new roster in particular. The programme schedule is attached (Annexure – I).

05. The proposed Training Programme is aimed at dissemination and propagation of latest operatives, including writing the newly introduced Reservation Roster Registers and the Reservation Registers, and new PWD Roster by which the Chief Liaison officers / Liaison Officers for SC / ST / PWD and OBC employees, CAOs, AOs, EOs and other Officers / dealing officials will be greatly benefited in order that the grievances / complaints of the SC/ST/PWD and OBC employees can be reduced to minimum numbers.

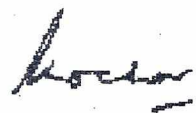
06. The Participants will be provided with a copy of the latest Brochure on Reservation for the members of the Scheduled Castes (SCs), the Scheduled Tribes (STs) & Other Backward Classes (OBCs) Edition 2014, the Latest Act-The Rights of Persons with Disabilities Act, 2016, Special Recruitment Drive(SRD) for PWDs including copies of case laws and the newest compendium on the reservation orders for Ex Servicemen. Also, the latest order on relaxations and concessions extended to all the reserved categories including cumulative relaxations and concessions available to the candidates / employees in the matter of reservation in the services under the State.

07. The programme fee will be Rs. 14986/- (program fee of Rs. 12,700 + GST @ 18% Rs. 2286/- (subject to Central Govt. Notification). The crossed D.D. towards this non - refundable fee should be drawn in favour of "Institute of Public Administration", payable at Bengaluru and should be sent along with the nomination letter.

08. In case, the participant wishes to stay at Vivanta by Taj – Dwaraka, he will be required to pay a non - refundable participation fee of Rs. 32745/- (Participation fee of Rs. 27750/- + GST @18% = Rs. 4995/- (subject to Central Govt. Notification) per participant. This fee includes programme fee of Rs. 14986 also covers the cost of lodging and boarding, breakfast, lunch and dinner. If the Organisation is nominating two officials (same gender) for the above programme and they are willing to share a room, the fee per participant will be Rs. 26,550 /- (Rs. 22,500/- + GST @ 18% = Rs. 4050/-) (subject to Central Govt. Notification). The lodging & boarding will be available from August 27, 2017 (afternoon) to August 30, 2017 (morning) under this arrangement. If lodging & boarding is required before and after the scheduled dates, the participant will be required to pay all inclusive an additional amount of Rs. 5900/- per day. The participants who desire to have an independent room and wish to bring their spouse, will be required to pay all inclusive an additional amount of Rs. 4000/- at the time of checking in at the hotel towards the lodging and boarding of the spouse.

09. All appointing authorities/ heads of establishment are requested to nominate their Chief Liaison Officers / Liaison Officers for SC/ST/PWD and OBC employees and other Officers /dealing Officials at the earliest.

**Yours faithfully,**



**(Subhash C Kochar)**

**Director**

**Cell No. : 098453 33383**

**Encl: Annexure – I**



# इंस्टिट्यूट ऑफ पब्लिक अड्मिनिस्ट्रेशन

## INSTITUTE OF PUBLIC ADMINISTRATION

**90th-Training Programme for the Chief Liaison Officers (CLOs) / Liaison Officers (LOs) for SC/ST/PWD and OBC employees on the Reservation Policy of Govt. of India on August 28 & 29, 2017 at the Hotel Vivanta by Taj - Dwarka, Metro Station Complex, Sector -21, Dwarka, New Delhi- 110 075. (Tele No. No. 011-66003000/28070000)**

Date	Time (hrs.)	Session
August 28, 2017 (Monday)	9.30 - 10.00	Registration
	10.00 - 10.15	Introduction of the delegates and the program
	10.15 - 11.30	Constitutional Background of Reservation in Services
	11.30 - 11.45	Tea Break
	11.45 - 12.30	Reservation for SC/ST/OBC employees
	12.30 - 13.15	Appointments and Promotions on Merit
	13.15 - 14.15	Lunch
	14.15 - 15.30	Making & operating new reservation registers
	15.30 - 15.45	Tea Break
	15.45 - 17.15	Making & operating new reservation roster registers
August 29, 2017 (Tuesday)	9.45 - 10.45	Verification of Caste Claims and Case Laws
	10.45 - 11.30	Role and Functions of Liaison Officers
	11.30 - 11.45	Tea Break
	11.45 - 12.45	Implementation of The Rights of Persons with Disabilities Act, 2016
	12.45 - 13.45	Lunch
	13.45 - 15.00	Reservation for Ex-Servicemen (Latest operatives)
	15.00 - 15.20	Tea Break
	15.20 - 16.00	Action Plan