

**No.36028/17/2008-Estt.(Res.)**

Government of India

Ministry of Personnel, Public Grievances and Pensions

Department of Personnel & Training

North Block, New Delhi,

Dated the:-15<sup>th</sup> March, 2010

**OFFICE MEMORANDUM**

**Subject:- Residential Training Programme for the Chief Liaison Officers /Liaison Officers for SC/ST/OBC employees/CAOs/ AOs/ EOs/ other officers on Reservation Policy of Government of India from April 26 to 28, 2010 at Hotel Vivanta by Taj-Panaji, Goa Off D B Bandodkar Road, Panaji, Goa.**

The Institute of Public Administration, Bangalore is organizing a Residential Training Programme for the Chief Liaison Officers Liaison Officers for SC/ST/OBC employees/CAOs/AOs/Eos/ other officers on Reservation Policy of Government of India from April 26 to 28, 2010 at Hotel Vivanta by Taj-Panaji , Goa Off D B Bandodkar Road, Panaji, Goa. The Ministries/Departments may consider taking advantage of the training programme by nominating their Chief Liaison Officers/Liaison Officers for the Course. In this regard, a copy of the Institute of Public Administration's letter No. IPA/226/SCT-60/2009-10 dated February 19, 2010 alongwith its enclosures is forwarded herewith.

Encls:- As above



**(G.S. Pundir)**

Under Secretary to the Government of India.

Tel: - 23092110

1. All Ministries/Departments of the Government of India.
2. Department of Financial Services, New Delhi.
3. Department of Economic Affairs, New Delhi
4. Department of Public Enterprises, New Delhi
5. Railway Board.
6. Union Public Service Commission/Supreme Court of India/Cabinet Secretariat/PMO/ Lok Sabha Secretariat/Rajya Sabha Secretariat/Central Vigilance Commission.
7. Staff Selection Commission, CGO Complex, Lodhi Road, New Delhi
8. The Ministry of Social Justice & Empowerment, Shastri Bhawan, New Delhi.

-->

9. Office of the Comptroller and Auditor General of India, 10 Bahadurshah Zafar Marg, New Delhi.
10. NIC (DOPT) for uploading in the website (**what's new**).

**Copy for information to:-**

The Institute of Public Administration, 701, Barton Centre, M.G. Road, Bangalore- 560001. w.r.t. their letter No IPA/226/SCT-60/2009-10 dated 19.2.2010.

इन्स्टिट्यूट ऑफ पब्लिक अड्मिनिस्ट्रेशन  
INSTITUTE OF PUBLIC ADMINISTRATION

701, Barton Centre, M.G. Road, Bangalore - 560 001

Tel. : 080 - 25591331 Fax : 080 - 25597444

Ref No: IPA/226/SCT-60/2009-10

February 19, 2010

To,  
Joint Secretary to the Govt. of India  
Ministry of Personnel, Public Grievances & Pensions  
Dept. of Personnel & Training  
North Block, New Delhi - 110 001.

**Sub:- Residential Training Programme for the Chief Liaison Officers / Liaison Officers for SC/ST/OBC employees / CAOs / AOs / EOs / other officers on Reservation Policy of Govt. of India from April 26 to 28, 2010 at Hotel Vivanta by Taj - Panaji, Goa Off D B Bandodkar Road, Panaji, Goa.**

Sir,

Your kind attention is invited to our letter No. IPA/219/SCT-59/2009-10 dated 09.02.2010 enclosing a copy of feed back from participants of our training programme on Reservation Policy conducted from February 04 to 06, 2010 at Bangalore.

Now, we propose to conduct a repeat programme for the Chief Liaison Officers / Liaison Officers for SC/ST/OBC employees / CAOs / AOs / EOs / other officers from April 26 to 28, 2010 at Hotel Vivanta by Taj - Panaji, Goa Off D B Bandodkar Road, Panaji, Goa - 403001. A copy of the programme schedule is annexed at Annexure - I.

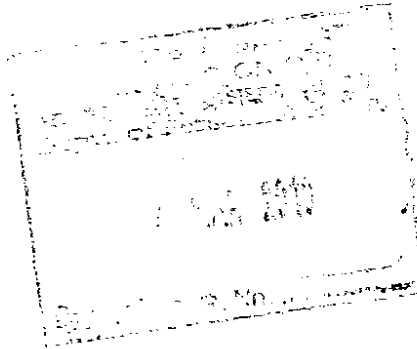
You are, therefore requested to kindly arrange to issue instructions to the appointing authorities to take advantage from this residential training for the Chief Liaison Officers / Liaison Officers for SC/ST/OBC employees.

Thanking you,

Yours faithfully,



(S C Kochar)  
Director  
98453 33383



Encl: As stated above

93/010 (SCT)  
8/3  
R. Kodhi

# इंस्टिट्यूट ऑफ पब्लिक अड्मिनिस्ट्रेशन INSTITUTE OF PUBLIC ADMINISTRATION

701, Barton Centre, M.G. Road, Bangalore - 560 001

Tel. : 080 - 25591331 Fax : 080 - 25597444

Ref.: IPA/226/SCT-60/2009-10

February 19, 2010.

To,

**The Secretaries, all Ministries/Departments of the Govt. of India**  
**The Secretary, Department of Financial Services, New Delhi**  
**The Chief Executives, All CPSUs, PSBs, FIs, etc.**  
**The GM, DAPM, Reserve Bank of India, Mumbai.**  
**The Chairman, Life Insurance Corporation of India, Mumbai**  
**The Chairman, Railway Board, New Delhi.**  
**The Directors, All National Institutes of Technology/IITs/IIMs**  
**The Chairman, All Ports**  
**The Directors, All Institutes**  
**The Chairman, All Boards & Autonomous Bodies**  
**The Vice Chancellors, All Central Universities**  
**The Chairman, All Insurance Companies**  
**The Directors, All Research Institutes**  
**The Director, DRDOs and**  
**The Chairman, IRDA, TRAI and other Statutory Bodies.**

**Sub:- Residential Training Programme for the Chief Liaison Officers / Liaison Officers for SC/ST/OBC employees / CAOs / AOs / EOs / Other Officers on Reservation Policy of Govt. of India from April 26 to 28, 2010 at Hotel Vivanta by Taj – Panaji, Goa Off D B Bandodkar Road, Panaji, Goa.**

Sir / Madam,

The instructions on reservation for the Scheduled Castes (SCs), Scheduled Tribes (STs) and other Backward Classes (OBCs) are contained in various Office Memoranda, issued by the Ministry of Home Affairs (MHA) and the Department of Personnel & Training (DoP&T) from time to time. While a number of Government instructions so issued have become redundant and irrelevant, some others have been modified by subsequent instructions. A need has, therefore, been felt to impart training to the Chief Liaison Officers/Liaison officers for SC/ST/OBC employees / CAOs / AOs / EOs/other officers and dealing officials about the various provisions and the latest operatives relating to the reservation in the services under the State.

12. In view of this, this Institute, which has been a pioneer in the field of disseminating information about the Government instructions on reservation in the services, including post-based rosters (PBRs), has now planned a **Residential Training Programme on Reservation Policy of the Govt. of India**, for Chief Liaison Officers / Liaison Officers for SC / ST / OBC employees / CAOs / AOs / EOs and other Officers / dealing officials from April 26 to 28, 2010 at Hotel Vivanta by Taj –Panaji, Goa Off D B Bandodkar Road, Panaji, Goa – 403001.(Ph: 0832 – 6633636).

03. The main objective of this training programme is twofold. One is to assess the extent of successful implementation of the Government instructions on the subject by the appointing authorities and recruiting agencies so as to identify the major impediments in implementing the instructions. 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 SCs, STs and OBCs) and horizontal reservation (for Persons with Disabilities and Ex-servicemen). The Programme Schedule is attached herewith (Annexure-I).

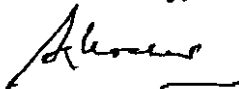
04. The proposed **Residential Training programme** is aimed at dissemination and propagation of the latest operatives, including backlog of OBC posts in a nutshell, by which the Chief Liaison officers/Liaison Officers for SC/ST/OBC employees / CAOs / AOs / EOs and other Officers / dealing officials will be greatly benefited in order that the grievances/complaints of the SC/ST/OBC can be reduced to minimum numbers.

05. The Participants are requested to pay a **non – refundable** fee of Rs.18,475/- (participation fee = Rs.16,750/- + Service tax @ 10.3% = Rs. 1,725/- = Rs. 18,475/-) per participant. The participation fee covers the cost of lodging & boarding, breakfast, lunch, dinner, morning & evening tea and the study materials. One room will be shared by two participants. If single room is required, the fee including Service Tax will be Rs.22,942/- per participant. The lodging and boarding will be available from April 25, 2010 (afternoon) to April 29, 2010 (morning) under this arrangement. If lodging and boarding is required before and after the scheduled dates, the participants will be required to pay all inclusive an additional amount of Rs.3500/- per day. The participants who desire to stay in an independent room and wish to bring their spouse, will be required to pay all inclusive an additional amount of Rs.8000/- at the time of checking-in at the hotel towards the lodging and boarding of the spouse. However, non-resident participant will be required to pay only Rs.10,478/-(Participation fee =Rs.9500/- + Service Tax @ 10.3% = Rs.978/-). The crossed DD towards this non-refundable fee should be drawn in favour of '**Institute of Public Administration**', payable at Bangalore and should be sent along with the nomination letter.

6. All appointing authorities/heads of establishments are requested to nominate their Chief Liaison Officers/Liaison Officers for SC/ST/OBC employees, CAOs / AOs / EOs and other Officers/ dealing Officials at the earliest.

Thanking You,

Yours faithfully,



(Subhash Kochar)

Director

Mobile No. 098453 33383

Encl: As stated above

# इंस्टिट्यूट ऑफ पब्लिक अड्मिनिस्ट्रेशन INSTITUTE OF PUBLIC ADMINISTRATION

701, Barton Centre, M.G Road, Bangalore - 560 001

Tel. : 080 - 25591331 Fax : 080 - 25597444

Annexure-I

Residential Training Programme for the Chief Liaison Officers/ Liaison officers for SC/ST/OBC employees / CAOs / AOs / EOs on Reservation Policy of Govt. of India from April 26 to 28, 2010 at Hotel Vivanta by Taj - Panaji, Goa Off D B Bandodkar Road, Panaji, Goa.

	Time (Hrs)	Programme	By
April 26, 2010 (Monday)	09:30 - 10:00	Registration	Distinguished delegates Director, IPA
	10:00 - 10:15	Introduction of (i) The distinguished delegates (ii) The programme	
	10:15 - 11:30	Historical Background	Principal Director, IPA
	11:30 - 11:45	Tea	
	11:45 - 13:15	The Latest Operatives	Principal Director, IPA
13:15 - 14:15	Lunch		
April 27, 2010 (Tuesday)	14:15 - 15:30	Reservation for SCs/STs/OBCs	Principal Director, IPA
	15:30 - 15:45	Coffee	
	15:45 - 17:00	Post-based rosters	Principal Director, IPA
	10:00 - 11:30	Verification of Caste Claims	Principal Director, IPA
	11:30 - 11:45	Tea	Principal Director, IPA
11:45 - 13:00	Role and Functions of Liaison Officers		
13:00 - 14:00	Lunch		
April 28, 2010 (Wednesday)	14:00 - 15:15	Role of SC/ST/OBC Associations	Principal Director, IPA
	15:15 - 15:30	Coffee	Principal Director, IPA
	15:30 - 17:00	Role and Functions of National Commissions for SC,ST and OBC	
	10:00 - 11:15	Reservation for Persons with Disabilities (PWDs)	Principal Director, IPA
	11:15 - 11:30	Tea	Principal Director, IPA
11:30 - 12:45	Rosters for PWDs		
	12:45 - 13:45	Lunch	Principal Director, IPA
	13:45 - 15:00	Reservation for Ex-servicemen	
	15:00 - 15:15	Coffee	Principal Director, IPA
	15:15 - 15:30	Resolution	
	15:30 - 15:45	Vote of Thanks	
	15:45 - 20:00	Local sight seeing	