

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF TRAINING AND TECHNICAL EDUCATION
MUNI MAYA RAM MARG, PITAMPURA, DELHI-110088
(Establishment-IV Branch, Ph.27322927)

No.F.3(5)/Misc./2016/TTE/E-IV/ 7452-56

Dated: 27/10/17

To

The Principals / H.O.Os,
All the Institute of Technologies & I.T.Is,
Delhi / New Delhi.

Sub:- Regarding Filling of Vacancies reserved for Schedule Caste, Schedule Tribe and Other Backward Classes.

Sir / Madam,

I am directed to inform that the Dy. Director(TE/SD), DTTE(HQ) has informed vide its letter dated 11.10.2017 that the Secretary (SC/ST) convened a meeting on 27.09.2017 for the Welfare of SC/ST/OBC, the same was attended by him as Nodal Officer. A prescribed format containing 10 pages has been forwarded therewith for furnishing the requisite information, as per the proforma.

It is, therefore, requested to forward the requisite information in respect of ministerial staff of your Institute, in the prescribed proforma, to this Office at the earliest. The letter dated 11.10.2017 of the D.D.(TE/SD) & proforma have been uploaded on this Deptt. website i.e. www.tte.delhigovt.nic.in for necessary action.

Yours faithfully,


25/10/17

(PRASAD KUMAR P.)
SECTION OFFICER (ADMN.)

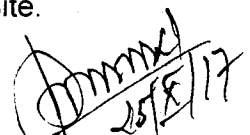
Encl. as above.

No.F.3(5)/Misc./2016/TTE/E-IV/ 7452-56

Dated: 27/10/17

Copy forwarded for information & necessary action to:-

1. The Dy. Director (TE/SD), DTTE(HQ) w.r.t. above mentioned letter.
2. The P.S. to the Secretary(TTE) / Director(TTE), Delhi.
3. The P.A. to the Addl. Director(TTE), Delhi.
4. The Asstt. Programmer, DTTE(HQ), alongwith copy of letter dt.11.10.17 & Proforma, with the request to upload on the Departmental website.


25/10/17

(PRASAD KUMAR P.)
SECTION OFFICER (ADMN.)

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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF TRAINING & TECHNICAL EDUCATION
MUNI MAYA RAM MARG, PITAM PURA, DELHI
(TE/SD BRANCH)

F.161(80)/(SC/ST/OBC)/TE/SD/2017/1027-30

Dated: 11/10/17

To

1. The Deputy Director (SB), DTTE (HQ)
2. The Deputy Director (E-I), DTTE (HQ)
3. The A. O. (Admn./E-IV), DTTE (HQ)
4. The A. O. (Trg./NG), DTTE (HQ).

Sub: Regarding Filling of Vacancies reserved for Schedule Caste, Schedule Tribe and Other Backward Classes.

Sir,

Reference to above cited subject, it is informed that the Secretary (SC/ST) convened a meeting on 27.09.17 in the Conference Room of the Deptt. for the Welfare of SC/ST/OBC, the same was attended by DD (TE/SD) as Nodal Officer.

During the meeting following pending references of MHA, GOI were discussed:-

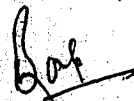
1. Monitoring of Progress of filling up backlog vacancies reserved for Schedule Cast, Schedule Tribe and Other Backward Classes.*
2. Representation of SC/ST/OBC's in Central Govt. as on 01.01.16 & 01.01.17.
3. Monitoring of Implementation Status of Service safe Guards and Development Programmes/Schemes.
4. Recommendations of the Committee to analyze the reasons of less employability in Govt. Sector and remedial measures.

After the meeting, Department for the Welfare of SC/ST/OBC/MIN handed over the prescribed format containing 10 pages for furnishing the requisite information by the concerned administrative branches in the department.

Find enclosed prescribed format with request to furnish the requisite information in the said format to this office at the earliest for onward transmission to Department for the Welfare of SC/ST/OBC/MIN.

Encl: as above

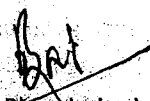
Yours faithfully


(Dr. S.L. Bhandarkar)
D. D (TE/SD)

Dated: 11/10/17

Copy to:

1. PA to Addl. Director, DTTE (HQ)
2. PS to Director, DTTE (HQ)


(Dr. S.L. Bhandarkar)
D. D (TE/SD)

3784/E-IV
16/10/17
1905/A/A
12-10-17

SAC (Admn.)
16/10/17
Sh. Hanja

Kind attention - Sr. D.B. Suple, Dy. Dir.

SC/ST/OBC REPORT-I

154/4

ANNUAL STATEMENT SHOWING THE REPRESENTATION OF SCs, STs AND OBCs IN VARIOUS GROUP 'A' SERVICES AS ON 01.01.2017 AND NUMBER OF APPOINTMENTS MADE IN THE SERVICE IN VARIOUS GRADES IN THE CALENDAR YEAR 2016

MINISTRY/DEPARTMENT/ATTACHED/SUBORDINATE OFFICE:

Groups	Representation of SCs/STs/OBCs (1-1-2017)				Number of appointments made during the calendar year 2016									
	Total Number of employees	SCs	STs	OBCs	By Direct Recruitment				By Promotion			By Deputation/Absorption		
					Total	SCs	STs	OBCs	Total	SCs	STs	Total	SCs	STs
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A														
B														
C (excluding Safai Karmchari)														
C (Safai Karmchari)														
Total														

Contd...2.

ATE 15/11/14
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(ii) Please indicate the number of unfilled vacancies in respect of direct recruitment posts. Please also indicate whether any special efforts were made to fill up these unfilled vacancies and the results thereof.

(iii) Whether separate rosters are being maintained for each post or group of posts separately for (a) direct recruitment (b) for posts filled by promotions (where reservation is applicable).

(iv) Whether rosters are being maintained separately for (i) permanent appointment or temporary appointments likely to become permanently or continue indefinitely (ii) purely temporary appoints of 45 days or more duration.

(v) Whether the points have been earmarked in the roster for Scheduled Tribes correctly according to the prescribed model roster for particular type of recruitment.

(vi) Whether summary of the carry forward/ shortfall/ excess of reserved vacancies is given in the roster register at the end of recruitment year (i.e. calendar year)

3.1 Non-Group 'A' service/ services being controlled by your Ministry/ Department/ Organization:

(a) Category-wise and Post-wise strength of service or services

(b) Posts which are required to be filled up 100% or partially by direct recruitment (alongwith %age of direct recruitment)

(c) Posts which are required to be filled up 100% by promotion

(d) Please indicate about the total recruitment made during the last five years i.e. 2011 to 2015 and the representation of STs in the performa given below:

(Separate for each category of post)

Year	No. of sanctioned posts	No. of vacancies occurred	No. of vacancies actually filled	No. of vacancies reserved for STs	No. of ST candidates appointed	No. of carried forward vacancies
1	2	3	4	5	6	7
2011						
2012						
2013						
2014						
2015						

(e) Please indicate whether any special drive was launched to fill up the carried forward vacancies and if so results thereof.

3.2 (a) Name of Group 'A' service/ services being controlled by your Ministry/ Department/ Organization

(b) Please indicate the Grade-wise strength of the service/ services i.e.

(i) Junior Time Scale

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- (ii) Senior Time Scale
- (iii) Junior Administrative Grade
- (iv) Senior Administrative Grade
- (v) Higher Administrative Grade

(c) Please indicate the total recruitment made during the last five year i.e. 2011 to 2015 and the representation of STs in the Junior Time Scale in the following performa:

Year	No. of vacancies occurred	No. of vacancies actually filled	No. of vacancies reserved for STs			No. of ST candidates appointed	No. of vacancies carried forward
			B/F from previous year.	Reserved during the Yr.	Total		
1	2	3	4	5	6	7	8
2011							
2012							
2013							
2014							
2015							

(c) Please indicate the total number of employees promoted to Senior Time Scale during the last five years i.e. 2011 to 2015 and the representation of Scheduled Tribes therein in the performa given below:

Year	No. of Officers promoted	Posts reserved for ST candidate	No. of STs promoted	Percentage of STs promoted	No. of carried forward vacancies
1	2	3	4	5	6
2011					
2012					
2013					
2014					
2015					

(d) Please indicate the number of STs promoted to the Junior Administrative Grade inducting Non-Functional Grade (NFSG) by virtue of concession (not reservation) available to them in as much as the STs covered within the number of vacancies are required to be promoted provided they are not found unfit.

(e) If it is a Group 'A' Service, please also indicate whether there is any feeder grade in Group 'B' for promotion to the lowest rung of Group 'A' of that service and if so, what is the name of the service/ posts and what is the number of carried-forward vacancies in respect of STs for the purpose of their promotion to the lowest rung of Group 'A'.

3.3 With reference to Para 3.1 and 3.2, please indicate the following:

- (i) Whether separate rosters are being maintained for each posts or group of posts separately for direct recruitment or (ii) for posts filled by promotions (where reservation is applicable)

8/16
1486

(ii) Whether rosters are being maintained separately for (a) permanent appointments or temporary appointments likely to become permanently or continued indefinitely (b) purely temporary appointments of 45 days or more duration.

(iii) Whether the points have been earmarked in the roster for Scheduled Tribes correctly according to the prescribed model roster for particular types of recruitment.

(iv) Whether summary of the carried-forward/ shortfall/ excess of reserved vacancies is given in the roster at the end of recruitment year (i.e. calendar year).

4. Please indicate the backlog of STs vacancy based roster in all categories of posts (mentioned above) prior to 1.7.1997 and the shortfall on switching over to post-based roster vide DoPT's O.M No. 36012/2/96-Estt (Res.) dated 02.07.1997.

5. What are the checks devised by your Ministry/ Department/ Organization to ensure that the reservation policy for I is implemented properly in the Ministry and the Organisation/ PSUs under the control of the Ministry?

(i) What is the procedure prescribed for redressal of grievances of Scheduled Tribes employees?

(ii) Has the Ministry/ Deptt./ Organisation appointed a Liaison Officer? If so, please indicate his/ her name and designation alongwith his/ her phone/ FAX number and e-mail addresses.

(iii) Has a Scheduled Tribes Cell been set up under the direct control of Liaison Officer? If so, please indicate the composition of this cell.

(iv) Is a complaint register being maintained in order to register and monitor the grievances of ST employees?

(v) (a) How many complaints were received from ST employees during the last five years- 2011 to 2015?

(b) What was the nature of these complaints, the number of complaints disposed of favorably and the time taken for disposal of each complaint? The number and nature of complaints pending disposal may also be furnished, alongwith the reasons for pendency.

(vi) Does your organisation hold periodical meetings with Scheduled Tribes employees or the ST Employees Welfare Association to sort out their problems and grievances?

6.1 Are the rosters being periodically inspected by Liaison Officer? If so, action taken on the inspection reports of the Liaison Officer for the last three years.

6.2 Is the procedure of grouping the posts in the direct recruitment adopted for maintaining rosters? If so, please give details indicating the posts with their pay scale covered under the grouping procedure. Also, please indicate the authority who approved the grouping of posts.

7.1 Whether before appointing a general candidate against reserved vacancy, prior approval of (i) Deptt. of Personnel & Training & (ii) the National Commission for Scheduled Tribes was obtained.

7.2 Please indicate (i) the total number of vacancies dereserved during the last three years (i.e. 02, 03 & 04) with respect to all categories of posts (ii) the resultant number of such

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vacancies for Scheduled Tribes having been carried forward and (iii) how many of the carried-forward ST vacancies have been filled subsequently

8(a) Please indicate whether any representative of Scheduled Tribes is included in various Recruitment Boards/ Selection Committees/ DPCs for the post wherein reservations/ concessions for Scheduled Tribes are applicable? If, so, the level of ST representative as compared to the other members of the Recruitment Board/ Selection Committees/ DPCs may please be indicated.

(b) Please also indicate whether at any occasion the ST representative recorded note of dissent in the proceedings.

9. Please state whether the number of posts reserved for ST is clearly indicated in the advertisements for direct recruitment? Also, please state whether copies of advertisements are sent to Welfare Association and Organisations of Scheduled Tribes?

10. Please also indicate whether the Scheduled Tribe candidates were interviewed on separate dates i.e. other than the days on which the general candidates are interviewed for various posts?

11.1 Whether Ministry/ Department/ Organization has any HRD policy to provide extra support/ training to ST employees to enable them to cover up their deficiencies. The details of such provisions may be spelt out for each category of employee.

11.2 Please give the number of employees sent for specialized training abroad during the last three years and the number of Scheduled Tribes employees among them in each year.

12. Please also state whether instances have come to the notice where persons have obtained employment in your organization on the basis of false caste certificate? If so, please indicate the number of such cases, action taken and present position of each case. Also, please indicate the steps taken to avoid the occurrence of such cases.

13. Whether a paragraph relating to representation of Scheduled Tribes (as also of Scheduled Castes) in services/posts in your organization and also in the attached and subordinate offices and PSUs is being incorporated in the Annual Report of your Ministry/ Department/ Organization.

14 (i) Please give the details of the various schemes/activities undertaken by your Ministry/ Department/ Organization for the welfare and socio-economic development of Scheduled Tribes under the Tribal Sub-Plan of the Ministry/ Department/ Organization like development in tribal areas.

(ii) Please indicate the allocation and expenditure of the funds allotted under the Tribal Sub Plan of the Ministry for the last 5 years in the following table:

(Rs. in Crores)

Year	Total Outlay	Amount allotted under Tribal Sub Plan	Expenditure incurred under		Percentage of expr. under TSP to total expr.
			Total Plan	Tribal Sub-Plan	
(1)	(2)	(3)	(4)	(5)	(6)
2011					
2012					
2013					
2014					
2015					

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1966

15. Please indicate the number of Scheduled Tribes who have been allotted Government accommodation against the total number of employees provided such facilities.
16. Has any case of sexual harassment of ST women employee been brought to the notice of the Ministry/Department? If so, please furnish the details thereof and action taken.
17. Is there any project under the Ministry/ Department/ Organization involving displacement of Scheduled Tribes. If yes, details thereof with the number of ST persons to be displaced and scheme for their re-habilitation. Information about the projects at conceptual stage may also be furnished.

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