



भारतीय कृषि अनुसंधान परिषद
INDIAN COUNCIL OF AGRICULTURAL RESEARCH
कृषि शिक्षा संभाग/AGRICULTURAL EDUCATION DIVISION
मानव संसाधन प्रबंधन एकक/HRM UNIT
कृषि अनुसंधान भवन-II, पूसा, नई दिल्ली - 110012
Krishi Anusandhan Bhavan -II Pusa, New Delhi 110012

F. No. Ag. Edn. 3/10/2023-HRM /4119-344

Dated: 20.06.2023
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OFFICE MEMORANDUM

Subject: - Online Workshop for Liaison Officers (SC/ST) (WLO-SC/ST-26) to be conducted from 17- 18 Aug, 2023 by ISTM, New Delhi.

The Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pensions, Gol, New Delhi has invited nominations for two days Online Training Course / Workshop on “**Online workshop for Liaison Officers (SC/ST) (WLO-SC/ST-26)**” for SCs/ STs/ OBCs/ EWS/ PWD working in Central Government, State Government, Autonomous Bodies and Public Undertaking from 17- 18 Aug, 2023.

The objectives of the workshop includes: To sensitize the Liaison Officers with their role, duties, responsibilities and power; to impart the knowledge and skills for implementation of instructions relating to reservation for SCs/ STs/ OBCs/ EWS in their respective Ministries/ Departments/ Organizations with special emphasis on maintenance of reservation rosters; to have competencies for taking charge of Reservation Cell in their respective Ministries/ Departments/ Organizations and other functions as deemed necessary for discharging their role as Liaison Officers: The course content includes (i) Constitutional provisions relating to reservation in service, definition of reserved categories- SC/ST/OBC/EWS; (ii) Scope and applicability of reservation orders; (iii) Provisions relating to verification of claims of SCs, STs, OBCs and EWS; (iv) Reservation in Direct Recruitment and Promotion Cases; (v) Instructions regarding maintenance of post based rosters; (vi) Horizontal reservation-reservation for PwBD and (vii) Role and functions of Liaison Officer and monitoring agencies.

The officers who need to attend above training course may send their nomination in the prescribed nomination form through proper channel (HRD Nodal Officer/Reporting Officer) to HRM Unit, ICAR HQs latest by **26.06.2023** for onward transmission to ISTM, New Delhi. The nomination form is also enclosed here. The nomination may not be sent online directly to ISTM until it is approved by the Council. The course fee of Rs.2000/- per participant shall be met out from ICAR HQs scheme- HRM Budget head for 2023-24.

The officers who have already attended the training course need not apply. The applicants will not be allowed to withdraw their nominations after acceptance by ISTM, New Delhi. The participation in the above training course will be subject to acceptance of nomination by ISTM, New Delhi and also further orders from the Council.

Anjali
21/6/23

(Anjali Sharma)

Under Secretary (HRM)

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Sohrm2018@gmail.com;

Encl: As Above

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Institute of Secretariat Training & Management

Online Nomination Form

Participants 1000

*Select Course

*Have you previously attended any course at ISTM? Yes No

*Mobile No.

*First Name Middle Name *Last Name

Name in Hindi *Father's / Spouse's / Mother's / Guardian's name

*Gender *Category

*Differently Abled Yes No

*Date of Birth *Educational Qualification

*Service *Designation / Rank

*Level of Pay Matrix

*Date of Joining Service *Date of Joining Current Post

*Brief Service Particulars

ORGANISATION DETAILS

* Organisation Name * Organisation Type

* Organisation Email * Organisation Phone

* Organisation Street Address

* Organisation City * Organisation Pincode

* Organisation State

PERSONAL / RESIDENCE DETAILS

Aadhaar Number *Email

* Street Address

* City * Pincode

*State

OTHER DETAILS

* Emergency Contact Details

*How the training is likely to benefit the nominee as well as the organisation (in 2 lines).

Whether Hostel Accommodation is required Yes No

*I certify that the above information is correct

(Checked = Yes; Unchecked = No;)

आवेदन पत्र को संशोधित करने के लिए कृपया आवेदन पत्र को डाउनलोड करें और इसे आगे बढ़ाएं। आवेदन पत्र को डाउनलोड करने के लिए कृपया आवेदन पत्र को डाउनलोड करें।

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