F.No. HRM- 3/24/2022-KAB. 1760 - 985   Dated: 25.04.2023

OFFICE MEMORANDUM

Subject:-Inviting nomination(s) for four days Online Training Programme on "Reservation in Service for SC/ST/OBC/EWS/ExSM/PwBD (RIS-27)" being conducted by ISTM, New Delhi from 22nd to 25th May, 2023.

The Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pensions, GoI, New Delhi has invited nominations for four days Online Training Programme on **"Reservation in Service for SC/ST/OBC/EWS/ExSM/PwBD (RIS-27)"** for officials dealing with matters of reservation in services for SCs/STs/OBCs/ExSM/PWDs working at the level of SO and ASO or equivalent level in Central Government, State Government, UT Administration, PSUs, Constitutional Bodies and Autonomous Bodies from 22nd to 25th May, 2023.

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The aim of the course is to develop a broad understanding of the constitutional provisions relating to Reservation in service for SC/ST/OBC/EWS, procedures for implementing the reservation orders and instructions of Government of India, on reservation rosters, procedure involved for de-reservation of reserved vacancies, filling of carry forward/backlog reserved vacancies, and share and exchange practical experiences and ideas in dealing with day-to-day problems and sharpen skills for proper implementation of the Government orders and instructions on the subject. The course content is Constitutional provisions, applicability of reservation orders for SCs/STs, OBCs/EWS and exemptions and exclusions of posts, verifications of claims of SCs/STs/OBCs/EWS, reservation in direct recruitment and promotion including relaxations, concessions and special facilities for SCs/STs, OBCs/EWS De-reservation carry-forward of vacancies in direct recruitment and promotion, Preparation, operation and Maintenance of Rosters, role and functions of Liaison officer, Reservation in service for persons with disabilities, etc.

The officials who need to attend above training course may sent their nomination in the prescribed nomination form through proper channel (HRD Nodal Officer/Reporting Officer) to HRM Unit, ICAR HQs latest by **02.05.2023** 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 4000/- per participant shall be met out from ICAR HQs scheme- HRM Budget head for 2023-24.

The officials 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.

(S.K. Sharma)
Assistant Director General (HRM)
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Encl: As above

Distribution: -

1.   All Officers / Sections of ICAR Hqrs. at KB/KAB-I & II/ NASC, New Delhi.
2.   All Director /HRD Nodal officer of ICAR Institutes
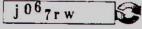3.   E-office Notice Board
4.   ICAR Portal/HRM Portal
5.   Guar File

Institute of Secretariat Training & Management

Online Nomination Form

*Select Course   Select Course ▼

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

*Mobile No.   +91

*First Name	Select title ▼	Middle Name	*Last Name

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

*Gender	Select Gender ▼	*Category	Select Category ▼

*Differently Abled   ○ Yes   ● No

*Date of Birth		* Educational Qualification	

* Service	Select Service ▼	* Designation / Rank	Select Designation / Rank ▼

*Level of Pay Matrix   Select Level ▼

*Date of Joining Service		* Date of Joining Current Post	

* Brief Service Particulars

ORGANISATION DETAILS

* Organisation Name		* Organisation Type	Select Organisation Type ▼

* Organisation Email		*Organisation Phone	

* Organisation Street Address

* Organisation City		*Organisation Pincode	

* Organisation State   Select Organisation State ▼

PERSONAL / RESIDENCE DETAILS

Aadhaar Number		*Email	

* Street Address

* City		* Pincode	

*State   Select Residence 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;)

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