**iz”ukoyh la[;k&**6

**Questionnaire-**6

****

**jk’Vªh; vuqlwfpr tutkfr vk;ksx**

**NATIONAL COMMISSION FOR SCHEDULED TRIBES**

**अकादमी@laLFkku में vuqlwfpr tutkfr;ksa ds fodkl ds fy, fofHkUu lqj{k.kksa ,oa dk;ZØeksa ds dk;kZUo;u dh leh{kk**

**Review of implementation of various safeguards and programmes for development of Scheduled Tribes in the**

**Academy/Institution**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| अकादमी/ laLFkku dk uke-----------------------------------------  Name of the Academy/Institution …………………………………………………..  अकादमी @ laLFkku dk irk------------------------------------------  Address of the Academy / Institution. …………………………………………………………  osclkbV irk%--------------------------------------------------------  Website address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  मंत्रालय/राज्य जिसके अंतर्गत अकादमी / संस्थान कार्यरत है:.............................  The name of the Ministry/State under which Academy/Institution is working:……………………….   |  |  | | --- | --- | | **1.** | **lkekU;**  **General**   1. अकादमी ds funs”kd@laLFkku ds izeq[k का uke ,oa पता dk विवरण %   Detail of Name and postal address of the Director/ Head of Academy/Institution :  uke %  Name :  inuke %  Designation :  irk %  Address :  nwjHkk’k dk;kZy; % dk;kZy; ---------------- QSDl%-------------- eksckby%  Telephone : Office:\_\_\_\_\_\_\_\_\_\_\_ Fax \_\_\_\_\_\_\_\_\_\_\_ Mob: \_\_\_\_\_\_\_\_\_\_\_\_  bZ&esy%----------  E-mail ID : | | (ii) | अकादमी@laLFkku esa vuqlwfpr tutkfr;ksa ds fy, laidZ vf/kdkjh ds :Ik esa ukfer vf/kdkjh vFkok jk’Vªh; vuqlwfpr tutkfr vk;ksx dks lwpuk izLrqr djus ds fy, inukfer vf/kdkjh dk C;kSjk%  Details of the Officer nominated as Liaison Officer for STs in the **Academy**/ Institution or the Officer designated to furnish information to the NCST:  uke %  Name :  inuke %  Dsignation :  irk %  Address :  nwjHkk’k dk;kZy; % dk;kZy; ---------------- QSDl%-------------- eksckby%-----------------  Telephone : Office:\_\_\_\_\_\_\_\_\_\_\_ Fax \_\_\_\_\_\_\_\_\_\_\_ Mob: \_\_\_\_\_\_\_\_\_\_\_\_  bZ&esy%----------  Email ID : |   **d`i;k izLrqr djsa**  Please furnish   |  |  | | --- | --- | | (iii) | अकादमी@laLFkku ds “kklh fudk; dh lajpukA d`i;k ;g n”kkZ, fd D;k “kklh fudk; dk dksbZ Hkh lnL; vuqlwfpr tutkfr ls lacaf/kr gSA  The composition of the Governing body of the Academy/Institution. Please indicate whether any of the GB members belongs to ST. | | (iv) | Ikz”kklfud] ijh{kk] “kSf{kd] vuqla/kku ,oa vU; foHkkxksa@ladk;ksa bR;kfn dks n”kkZrs gq, अकादमी/ laLFkku ds laxBukRed xBu dks n”kkZus okyk ,d pkVZA  A chart showing the **Organisational** set-up of the **Academy** / Institution indicating Administrative, Examination, Academic, Research and other Divisions/ faculties etc | |  |  | | (v)  (vi)  (vii) | अकादमी @laLFkku dh “kS{kf.kd ifj’kn~ dh lajpuk vkSj blds drZO;ksa] “kfDr;ksa ,oa dk;Zi)fr fo”ks’kr;k vuqlwfpr tutkfr;ksa dh vko”;drkvksa] leL;kvksa vkSj fodkl ls lacaf/kr fo’k; ds lekos”ku rFkk अकादमी @laLFkku esa i<+k, tkus okys fofHkUu ikB~;Øeksa esa tutkrh; usrkvksa rFkk nkf[kys esa vkj{k.k ds laca/k esa ,d uksVA  A Note regarding Composition of the Academic Council of the Academy/ Institution and its duties, powers and functioning, particularly w.r.t. inclusion of subject relating to the needs, problems and development of Scheduled Tribes and the tribal leaders in various courses taught in the Academy/ Institution and reservation in admission.  ;fn अकादमी@laLFkku] tutkrh; {ks=@vuqlwfpr {ks= esa ;k vklikl fLFkr gS rks d`i;k vuqlwfpr tutkfr;ksa rFkk LFkkuh;@vU; tutkrh; {ks=ksa@vuqlwfpr {ks=ksa ds ,sfrgkfld fodkl@LokLF;] iks’k.k ,oa “kS{kf.kd rFkk l”kfDrdj.k dh t:jr vkSj vU; leL;kvksa ls lacaf/kr fo’k;xr ekeyksa ij “kq: fd, x, “kS{kf.kd ikB~;Øe fd, x, vuqla/kku v/;;uksa dk fooj.k nsaA  If the Academy/Institution is located in or around tribal area/Scheduled Area, please give details of the academic courses launched/ Research studies conducted on the subject matters relating to the historical development/ health, nutritional & educational and empowerment needs and other problems of the Scheduled Tribes and the local/ other Tribal Areas/ Scheduled Areas  (v क्या निम्नलिखित अधिनियम/विनियम अकादमी@laLFkku के पाठ्यक्रम में है। यदि ऐसा है तो पाठ्यक्रम का विवरण प्रस्तुत करे ।  Pl Whether the following Acts/Rules are taught in the Academy/Institution. If so, furnish the detail of curriculam?   1. भारत के संविधान की पांचवीं अनुसूची (अनुच्छेद 244 (1))   Fifth schedule to the Constitution of India (Article 244(1))   1. भारत के संविधान की छठी अनुसूची (अनुच्छेद 244 (2))   Sixth schedule to the Constitution of India (Article 244(2))   1. नागरिक अधिकार अधिनियम, 1995 (पीसीआर) का संरक्षण   Protection of Civil Right Act, 1995 (PCR)   1. अनुसूचित जाति और अनुसूचित जनजाति (अत्याचार का निवारण) अधिनियम, 1989 (पीओए))   Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act,1989 (POA)   1. पंचायत (अनुसूचित क्षेत्रों तक विस्तार) अधिनियम, 1996 (पेसा)   Panchayat (Extension to Scheduled Areas) Act, 1996 (PESA)   1. अनुसूचित जनजाति और अन्य परंपरागत  वन निवासी (वन अधिकारों की मान्यता) अधिनियम, 2006 (एफआरए)   The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 (FRA)   1. भूमि अर्जन, पुनर्वासन और पुनर्व्यवस्थापन में उचित प्रतिकर और पारदर्शिता अधिकार अधिनियम, 2013   The Right to Fair Compensation and Transparency in Land Acquistion, Rehabilitation and Resettlement Act, 2013 | | (viii)  (ix) | अकादमी @laLFkku dh LFkkiuk ,oa vc rd ds dkedkt esa izxfr ds laca/k esa ,sfrgkfld i`’BHkwfe ;qDr ,d uksVA  A Note containing historical background regarding establishing the Academy/ Institution and developments upto present day functioning.  कृपया युवा सिविल सेवकों/अधिकारियों को अनुसूचित जनजातियों की आवश्यकताओं के प्रति संवेदनशील बनाने के लिए विभिन्न स्तरों पर प्रशिक्षण मॉड्यूल के बारे में विवरण प्रस्तुत करें।  Please furnish details regarding the training moudules at different levels to make young civil servants/officials sensitive to the needs of Scheduled Tribes.   1. फ़ाउंडेशन पाठ्यक्रम   Foundation course   1. मिड कैरियर प्रशिक्षण   Mid Carrier Training | | (x)  (xi) | क्या युवा आधिकारिक प्रशिक्षुओं के प्रशिक्षण पाठ्यक्रम में जनजातीय क्षेत्रों में नियुक्त करना (भेजना) शामिल है, जिससे वे लोग इन समूहों द्वारा दिन-प्रतिदिन सामना की जाने वाली चुनौतियों के बारे में प्रत्यक्ष अनुभव प्राप्त कर सके। यदि हाँ, तो कृपया विवरण दें। यदि नहीं, तो कृपया प्रशिक्षण पाठ्यक्रम में शामिल न करने का कारण दें।  Whether the training curriculam include assigning young official trainees to tribal areas in order to get first hand experience about the challenges faced by these groups of peoples on day to day basis. If yes, please give details. if not, please give the resons for not including in the training curriculam?  jk’Vªh; vuqlwfpr tutkfr vk;ksx }kjk dh xbZ vafre leh{kk dh rkjh[k-----------------------  Last Review by National Commission for Scheduled Tribes held on .................. | | (xii) | vafre leh{kk esa vk;ksx }kjk fd, x, voyksduksa ij dh xbZ dkjZokbZ dh fjiksVZ] vk;ksx dks izLrqr djus dh rkjh[k------------------------------  Action taken report (ATR) on the observations made by the Commission in the last review, furnished to Commission on ...........................................  d`i;k izLrqr dh xbZ dkjZokbZ fjiksVZ dh ,d izfr layXu djsaA  (Please attach a copy of the ATR submitted | |  |

**2. vuqlwfpr tutkfr;ksa ds okLrfod nkoksa dk lR;kiu**

Verification of genuine claims of Scheduled Tribes

|  |  |
| --- | --- |
| (A) | vuqlwfpr tutkfr mEehnokjksa ds okLrfod nkoksa dh tkap djus dh izfØ;k D;k gS%  What is the procedure for examination of genuine claims of ST candidates : |
|  | (i) izkjafHkd HkrhZ ij  On Initial recruitment. |
|  | 1. (ii) inksUufr ij 2. On Promotion |
|  | 1. (iii) deZpkjh ds lsok ds nkSjku f”kdk;r izkIr gksus ij 2. On Receipt of complaint during the service of the employee. |
| (B) | d`Ik;k crk,a  Please state: |
|  | ¼d½ D;k vU; jkT;ksa@la?k “kkflr izns”kksa ls lacaf/kr@izokflr vuqlwfpr tutkfr mEehnokjksa dh ik=rk ;k vik=rk] foKkiu esa@vkosnu vkeaf=r djus okys ifji= esa Li’V dh x;h gS\  (a) Whether eligibility or ineligibility of ST candidates belonging to / migrated from other States/ UTs is made clear in the advertisement/ Circular inviting applications |
|  | ¼[k½ D;k ;g Hkh mYys[k fd;k x;k gS fd] Hkkjr ds loksZPp U;k;ky; ds funsZ”kkuqlkj] vkosnu@fu;qfDr ds igys mEehnokj dh tkfr izek.k i= dh oS/krk] tkjh djus okys jkT; dh tkfr izek.k i= lafo{kk lfefr }kjk dh tkuh vko”;d gSA  (b) Whether it is also mentioned that, as per directions of the Supreme Court of India, validation of caste certificate of the candidate by the caste certificate scrutiny Committee of the State of issue is a must, before applying/ appointment is compulsory. |
| (C) | d`i;k vafre rhu dSys.Mj o’kkZsa ds nkSjku tkap fd, x, nkoksa dh la[;k rFkk HkrhZ ds le; ewy :i ls ik, x, udyh@tkyh nkoksa dh lwph rFkk izR;sd ekeyksa esa dh xbZ dkjZokbZ dks izLrqr djsaA  Please furnish the number of claims checked and the list of claims actually found false/ fake at the time of recruitment and the action taken in each case during last three calendar years. |
| (D) | d`i;k vafre rhu dSys.Mj o’kkZsa ds nkSjku inksUufr ds le; ik, x, udyh@tkyh nkoksa dh lwph rFkk izR;sd ekeys esa dh xbZ dkjZokbZ dks izLrqr djsaA  Please furnish list of claims found false/fake at the time of promotion and the action taken in each case during last three calendar years. |
| (E) | d`i;k vafre rhu o’kkZsa ds nkSjku mu ekeyksa dh lwph izLrqr djsa ftlesa vuqlwfpr tutkfr mEehnokj] vuqlwfpr tutkfr lwph ls muds leqnk; dks gVk nsus ds dkj.k vuqlwfpr tutkfr mEehnokjksa ds :i esa inksUufr ds fy, vik= ik, x, FksA  Please furnish list of cases in which ST candidates were found in-eligible for promotion as ST candidates due to deletion of their community from ST list, during last three calendar years. |
| (F) | d`i;k vafre rhu o’kkZsa ds nkSjku mu deZpkfj;ksa dk fooj.k izLrqr djsa ftuds fo:) tkyh@udyh@/kks[kk/kM++h vk/kkj ij vuqlwfpr tutkfr mEehnokjksa ds :i esa jkstxkj izkIr djus ds fy, lsok ds nkSjku f”kdk;r izkIr dh xbZ] izR;sd ekeys esa dkjZokbZ dh xbZ ¼tkap dh xbZ½ vkSj lR; ik, tkus okys f”kdk;rksa esa l{ke izkf/kdkjh@vuq”kklukRed vf/kdkjh }kjk vafre fuiVku fu.kZ; fy;k x;kA  Please furnish details of employees against whom complaints were received during service for obtaining employment as ST candidates on false/ fake/ fraudulent basis during last three calendar years, action taken (investigation made) in each case and the final disposal/ decision taken by the competent authority/ disciplinary authority in the event of the complaint having been found true. |

**3. vuqlwfpr tutkfr;ksa ds fy, lsok lqj{k.k**

**Service Safeguards for Scheduled Tribes**

**3.1 jkstxkj fLFkfr**

**Employment status**

**¼d½** अकादमी**@**laLFkku

**(a) Academy/Institution**

|  |  |
| --- | --- |
| (i) | d`i;k fuEufyf[kr rkfydk esa vkids अकादमी**@**laLFkku dh vuqlwfpr tutkfr;ksa ds izfrfuf/kRo lfgr lewgokj {kerk bafxr djsa %  Please indicate the Group-wise strength of your Academy/ Institution only along with the representation of Scheduled Tribes in the following Tables: |

**rkfydk 1**

**TABLE 1**

(02@07@1997 ds vuqlkj)

(As on 02/07/1997)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Øa-la  S.N0- | inksa dk lewg  Group of Posts | Lohd`r inksa dh dqy la0  Total No. of Sanctioned posts. | ekStwnk deZpkfj;ksa dh dqy la0  Total No. of Employees in position | muesa esa v-t-tk- deZpkfj;ksa dh la0  No. of ST Employees among them | dqy deZpkfj;ksa esa ls v-t-tk- dh izfr'krrk  Percentage of ST to total employees | fVIif.k;ka  Remarks |
| 1- | lewg ^d^ ¼lewg ^d^ ds fuEure Lrj dks NksM+dj½  Group ‘A’(other than lowest rung of group‘A’ ) |  |  |  |  |  |
| 2- | fuEure Lrj ij lewg ^d^  Group ‘A’ at lowest rung |  |  |  |  |  |
| 3- | lewg ^[k^ ¼jktif=r½  Group ‘B’ (Gazetted) |  |  |  |  |  |
| 4- | lewg ^[k^ ¼vjktif=r½  Group ‘B’ (NonGazetted) |  |  |  |  |  |
| 5- | lewg ^x^ ¼lHkh ,eVh,l dks NksM+dj½  Group ‘C’ (other than all Mts) |  |  |  |  |  |
| 6- | lewg ^x^ ¼dsoy ,eVh,l&lQkbZ deZpkfj;ksa dks NksM+dj½  Group ‘c’ (MTS only-Other than Safai Karamcharies) |  |  |  |  |  |
| 7- | lewg ^x^ ¼,eVh,l&lQkbZ deZpkjh½  Group ‘c’ (MTS- Safai Karamcharies) Safai Karamcharies |  |  |  |  |  |
|  | dwy  Total |  |  |  |  |  |

**rkfydk 2**

**TABLE 2**

(01@01@2014 ds vuqlkj)

(As on 01/01/2014)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Øa-la  S.N0- | inksa dk lewg  Group of Posts | Lohd`r inksa dh dqy la0  Total No. of Sanctioned posts. | ekStwnk deZpkfj;ksa dh dqy la0  Total No. of Employees in position | muesa esa v-t-tk- deZpkfj;ksa dh la0  No. of ST Employees among them | dqy deZpkfj;ksa esa ls v-t-tk- dh izfr'krrk  Percentage of ST to total employees | fVIif.k;ka  Remarks |
| 1- | lewg ^d^ ¼lewg ^d^ ds fuEure Lrj dks NksM+dj½  Group ‘A’(other than lowest rung of group‘A’ ) |  |  |  |  |  |
| 2- | fuEure Lrj ij lewg ^d^  Group ‘A’ at lowest rung |  |  |  |  |  |
| 3- | lewg ^[k^ ¼jktif=r½  Group ‘B’ (Gazetted) |  |  |  |  |  |
| 4- | lewg ^[k^ ¼vjktif=r½  Group ‘B’ (NonGazetted) |  |  |  |  |  |
| 5- | lewg ^x^ ¼lHkh ,eVh,l dks NksM+dj½  Group ‘C’ (other than all Mts) |  |  |  |  |  |
| 6- | lewg ^x^ ¼dsoy ,eVh,l&lQkbZ deZpkfj;ksa dks NksM+dj½  Group ‘c’ (MTS only-Other than Safai Karamcharies) |  |  |  |  |  |
| 7- | lewg ^x^ ¼,eVh,l&lQkbZ deZpkjh½  Group ‘c’ (MTS- Safai Karamcharies) Safai Karamcharies |  |  |  |  |  |
|  | dwy  Total |  |  |  |  |  |

**rkfydk 3**

**TABLE 3**

(01@01@2023 ds vuqlkj)

(As on 01/01/2023)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Øa-la  S.N0- | inksa dk lewg  Group of Posts | Lohd`r inksa dh dqy la0  Total No. of Sanctioned posts. | ekStwnk deZpkfj;ksa dh dqy la0  Total No. of Employees in position | muesa esa v-t-tk- deZpkfj;ksa dh la0  No. of ST Employees among them | dqy deZpkfj;ksa esa ls v-t-tk- dh izfr'krrk  Percentage of ST to total employees | fVIif.k;ka  Remarks |
| 1- | lewg ^d^ ¼lewg ^d^ ds fuEure Lrj dks NksM+dj½  Group ‘A’(other than lowest rung of group‘A’ ) |  |  |  |  |  |
| 2- | fuEure Lrj ij lewg ^d^  Group ‘A’ at lowest rung |  |  |  |  |  |
| 3- | lewg ^[k^ ¼jktif=r½  Group ‘B’ (Gazetted) |  |  |  |  |  |
| 4- | lewg ^[k^ ¼vjktif=r½  Group ‘B’ (NonGazetted) |  |  |  |  |  |
| 5- | lewg ^x^ ¼lHkh ,eVh,l dks NksM+dj½  Group ‘C’ (other than all Mts) |  |  |  |  |  |
| 6- | lewg ^x^ ¼dsoy ,eVh,l&lQkbZ deZpkfj;ksa dks NksM+dj½  Group ‘c’ (MTS only-Other than Safai Karamcharies) |  |  |  |  |  |
| 7- | lewg ^x^ ¼,eVh,l&lQkbZ deZpkjh½  Group ‘c’ (MTS- Safai Karamcharies) Safai Karamcharies |  |  |  |  |  |
|  | dwy  Total |  |  |  |  |  |

**3.2 jksLVjksa dk j[k&j[kko**

**Maintenance of Rosters**

|  |  |
| --- | --- |
| (i) | D;k MhvksihVh ds fnukad 19@01@2007 ds dk-Kk la[;k 14017&2&1997 LFkk¼vkjvkj½ ds vuqlkj ,d in dks lh/kh HkrhZ ;k inksUufr }kjk Hkjs tkus dh igpku ls lacaf/kr fu;e dk vuqlj.k fd;k tk jgk gSA  Whether rule relating to identification of a vacant post to be filled by DR or promotion was being followed as per DoPT OM No. 14017\_2\_1997\_Estt(RR) dated. 19/01/2007  fjDr in ¼inksa½ dh HkrhZ ds rjhds dh igpku ds ckn fu/kkZfjr in vk/kkfjr jksLVjksa ds ek/;e ls vuqlwfpr tutkfr ds fy, vf/kd`r vkj{k.k dh x.kuk dh tk,xhA d`Ik;k n”kkZ,a fd D;k izR;sd in ;k inksa ds lewg ds fy, vyx&vyx jksLVj j[ks tk jgs gSaA  After identifying the mode of recruitment of the vacant post(s), reservation entiltlement for ST has to be worked out through prescribed Post Based Rosters. Please state whether separate rosters are being maintained for each post or group of posts separately for  ¼d½ lh/kh HkrhZ  ¼[k½ inksUufr }kjk Hkjs x, in ¼tgka vkj{k.k ykxw gS½\  d`Ik;k fooj.k izLrqr djsaA  (a) direct recruitment  (b) posts filled by promotions (where reservation is applicable)?  Please furnish details. |
| (ii) | अकादमी **@** laLFkku us rduhdh vkSj xSj&rduhdh inksa dh Jsf.k;ka D;k gS ftlds fy, ,llh@,lVh ds fy, vkj{k.k esa NwV gS ;k vkj{k.k fofgr ugha fd;k x;k gS vkSj mlds dkj.k\ inksa dh lh/kh HkrhZ vkSj inksUufr ds fy, Lrj] osru J`[kyk vkSj ,sls inksa dh la[;k dks Hkh bafxr djrs gq, vyx&vyx lwpuk nh tk,  What are the categories of posts both technical and non-technical in the Academy/Institution, for which reservation for SC/ST is exempt or reservation has not been prescribed and the reasons thereof? Information may be given separately for direct recruitment and promotion of posts indicating also the level, pay scales and number of such posts. |
| (iii) | D;k i`Fkd :Ik ls vkj{k.k jksLVj dk j[kj[kko fd;k tk jgk gS&  ¼d½ LFkk;h fu;qfDr vkSj LFkk;h gksus ds fy, laHkkfor ;k vfuf'prdky rd tkjh jgus okyh vLFkk;h fu;qfDr;ka  ¼[k½ rnFkZ fu;qfDr;ksa vkSj 45 fnuksa ;k vf/kd vof/k dh fo'kq) :Ik ls vLFkk;h fu;qfDr;ksa  ¼x½ ckg~; lzksrksa@lafonkvksa ds ek/;e ls dh xbZ fu;qfDr;kaA d`Ik;k C;kSjk izLrqr djsaA  Whether reservation rosters are also being maintained separately for   1. permanent appointments and temporary appointments likely to become permanent or continue indefinitely 2. Ad-hoc appointments and purely temporary appointments of 45 days or more duration?. 3. Appointments made through outsourcing /contracts   Please furnish details. |
| (iv) | D;k jksLVj iz.kkyh dks dEI;wVjhd`r djus ds fy, dne mBk;s x;s gSa\ ;fn gka] rks fdu dfBukbZ;ksa dk lkeuk fd;k tk jgk gS vkSj ;fn ugha] rks og le; lhek tc bls LFkkfir fd;k tk,xk\  Whether steps have been taken to computerize the roster system? If yes, what difficulties are being faced and if not, the time-frame by which it will be established? |
| (v) | D;k izR;sd HkrhZ o"kZ ds var esa jksLVj iaftdk esa vkxs ys tk;h x;h@deh@cSdykWx@vkjf{kr fjfDr;ksa dh vf/kdrk dk lkjka'k fn;k x;k gS\  Whether summary of the carry forward/ shortfall/ backlog/ excess of reserved vacancies is given in the roster register at the end of each recruitment year? |
| (vi) | D;k jksLVjksa ds j[k&j[kko ds fy, lh/kh Hkrh esa inksa ds lewghdj.k dh izfØ;k viuk;h tkrh gS\ ;fn gka] rks d`Ik;k lewghdj.k dh izfØ;k ds varxZRk doj gksus okys muds osrueku ds lkFk inksa dks bafxr djrs gq, C;kSjk nsaA d`i;k ml izkf/kdkjh dks Hkh bafxr djsa ftlus inks ads lewghdj.k dk vuqeksnu fd;k FkkA  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 that approved the grouping of posts. |

**3.3 (a) lh/kh HkrhZ vkSj inksUufr;ksa esa NwV ,oa fj;k;rsa**

**Relaxations and Concessions in Direct Recruitment and Promotions**

|  |  |
| --- | --- |
| (i) | d`i;k lh/kh HkrhZ ds ekeys esa vkSj lewg ^x^] ^[k^ vkSj ^d^ esa rFkk lewg ^d^ ds vanj inksa ij inksUufr nsrs le; vuqlwfpr tutkfr;ksa dks miyC/k fj;k;rksa ds izko/kku dks bafxr djsaA  Please indicate the provision of concessions available to STs in the matter of Direct Recruitment and while making promotion to posts in groups 'C', 'B' and 'A' and within Group ‘A’. |
| (ii) | D;k lsokvksa esa vkj{k.k ij MhvksihVh foojf.kdk esa fufgr v|ru funsZ'kksa dk vuqlj.k fd;k tk jgk gS\ bl laca/k esa tkjh vkarfjd funsZ'kksa dh izfr layXu djsaA  Whether up-to-date instructions contained in the DoPT brochure on reservation in services is being followed?. A copy of the internal instructions issued in this regard may be enclosed. |

**(b)** ofj"Brk

**Seniority**

|  |  |
| --- | --- |
| (iii) | d`i;k iwoZ esa inksUur vuqlwfpr tutkfr deZpkfj;ksa dh ofj"Brk ls lacaf/kr lafo/kku ds vuqPNsn 16¼4[k½ ds varxZRk izko/kku ds dk;kZUo;u] ftlds fy, lafo/kku ¼85oka½ la'kks/ku vf/kfu;e] 2001 ds vuqlj.k esa MhvksihVh ds fnukad 21-01-2002 ds dk- Kk- }kjk funsZ'k Hkh vf/klwfpr fd, x, gSa ds fy, izkIr f”kdk;rksa dk vkdkj vkSj] mlesa vk jgh dfBukb;ksa dks] ;fn dksbZ gSa rks] bafxr djsaA  Please indicate the size of complaints received for, and the problems if any being faced in, implementing the provision under Article 16 (4b) of the Constitution, relating to consequential seniority of ST employees promoted earlier, for which instructions have also been notified vide DoPT O M dated 21.01.2002.in persuasion of the Constitution (85th) Amendment Act, 2001. |

**3.4 vuqlwfpr tutkfr;ksa ds fy, vkjf{kr inksa dk vukj{k.k ¼Mh&fjtosZ”ku½**

**Dereservation of posts reserved for STs**

|  |  |
| --- | --- |
| (i) | d`i;k 2003&04 ls iwoZ vuqlwfpr tutkfr;ksa ds fy, vkjf{kr inksa ds vuqlwfpr tkfr;ksa ds lkFk ijLij vnyk&cnyh ,oa blds foykser% C;kSjk izLrqr djsaA  Please furnish the details of the posts reserved for STs inter-changed with SCs and vice-versa after 2003-04. |
| (ii) | d`i;k fuEufyf[kr **rkfydk 4** esa fiNys rhu o"kksZa ds nkSjku inksUufr ,oa lh/kh HkrhZ esa] ;fn dksbZ gS rks] fofHkUu inksa ds vukj{k.k ds fy, vuqeksnu gsrq dkfeZd vkSj izf'k{k.k foHkkx ,oa jk"Vªh; vuqlwfpr tutkfr vk;ksx dks Hksts x, izLrkoksa ¼ea=ky;@foHkkx@laxBu ds fu;a=.k ds v/khu leh{kk/khu½ ds laca/k esa C;kSjk izLrqr djsaA ;fn vkj{k.k dk izLrko jk"Vªh; vuqlwfpr tutkfr vk;ksx dks izLrqr ugha fd;k x;k Fkk vkSj inksa dks vukjf{kr fd;k x;k rks ,slh fLFkfr esa mlds dkj.k Li"V djsa vkSj izkf/kdkjh dk C;kSjk nsa ftlus inksa dks vukjf{kr fd;k FkkA  Please furnish the details in the following **TABLE 4** regarding proposals for dereservation of various posts, (under the Control of the Ministry/ Department/ Organisation under review) in promotion and direct recruitment, if any, sent to the Deptt. of Personnel & Training & the National Commission for Scheduled Tribes for approval during last three years . In case dereservation proposal was not submitted to the National Commission for Scheduled Tribes, and post were dereserved, please explain the reasons thereof and the authority who had de-reserved the posts |

**rkfydk 4**

**TABLE 4**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ø-la0**  **S.No.** | **in dk uke**  **Name of post** | **xzsM vkSj osrueku**  **Grade and Pay Scale** | **vU; Js.kh ds mEehnokjksa ls Hkjh xbZ v-t-tk- ds fy, vkfj{kr fjfDr;ksa dh la0**  **No. of ST reserved vacancies filled from other category candidates** | **dSysaMj o"kZ tc v-t-tk-fjfDr mRiUu gqbZ**  **Calendar year when ST vacancy arose** | **D;k vukjf{kr ds :i esaifjpkfyr djus ls igys vukj{k.k ds fy, MhvksihVh vkSj ,ulh,lVh nksuksa dk fofufnZ"V vuqeksnu izkIr fd;k x;k vFkok ugha**  **Whether specific approval both of DoPT and NCST was received for dereservation before circulating as unreserved** | **;fn LraHk ¼6½ dk mÙkj ugha gS rks d`i;k vukj{k.k dk vuqeksnu nsus okys izkf/kdkjh ,oa mlds vk/kkjksa dks bafxr djsaA**  **If answer under Col. (6) is no, please indicate the Authority which approved dereservation and the grounds thereof.** |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**3.5 vuqlwfpr tutkfr;ksa ds mEehnokjksa dh fu;qfDr ds fy, p;u izfØ;k Selection procedure for appointing ST candidates**

|  |  |
| --- | --- |
| (i) | d`i;k bafxr djsa fd D;k vuqlwfpr tutkfr ds mEehnokjksa dk lk{kkRdkj vyx rkjh[kksa vFkkZr~ fofHkUu inksa ds fy, lkekU; mEehnokjksa ds lk{kkRdkj ds fnu dks NksM+dj vU; fnuksa dks fy;k tkrk gS\ bl laca/k esa tkjh vkarfjd funsZ'kksa dh izfr layXu djsaA  Please indicate whether the Scheduled Tribe candidates are interviewed on separate dates i.e. other than the days on which the general candidates are interviewed for various posts? A copy of the internal instructions issued in this regard may be enclosed. |
| (ii) | d`i;k bafxr djsa fd D;k mu inksa ds fy, fofHkUu HkrhZ cksMksZa@p;u lfefr;ksa@foHkkxh; inksUufr lfefr;ksa esa vuqlwfpr tutkfr dk dksbZ izfrfuf/k 'kkfey fd;k tkrk gS ftuesa vuqlwfpr tutkfr ds fy, NwV@fj;k;rsa ykxw gSaA ;fn gka rks d`i;k HkrhZ cksMksZa@p;u lfefr;ksa@foHkkxh; inksUufr lfefr;ksa ds vU; lnL;ksa dh rqyuk esa vuqlwfpr tutkfr izfrfuf/k dk Lrj bafxr djsaA bl laca/k esa tkjh vkarfjd funsZ'kksa dh izfr layXu djsaA  Please indicate whether any representative of Scheduled Tribes is included in various Recruitment Boards/ Selection Committees/ DPCs for the posts 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? A copy of the internal instructions issued in this regard may be enclosed. |
| (iii) | d`i;k ;g Hkh bafxr djsa fd D;k fdlh volj ij dkjZokb;ksa esa vuqlwfpr tutkfr izfrfuf/k¼;ksa½ dk folEefr uksV fjdkWMZ fd;k x;k\  Please also indicate whether at any occasion, the ST representative(s) recorded note of dissent in the proceedings? |
| (iv) | d`i;k crk,a fd D;k lh/kh HkrhZ ds fy, foKkiuksa esa vuqlwfpr tutkfr ds fy, vkjf{kr inksa dh la[;k Li"V :i ls bafxr dh tkrh gS\ d`i;k crk,a fd D;k foKkiuksa dh izfr;ka vuqlwfpr tutkfr;ksa ds dY;k.k la?k vkSj laxBuksa dks Hksth tkrh gS\  Please state whether the number of posts reserved for ST is clearly indicated in the advertisements for direct recruitment? Please state whether copies of advertisements are sent to Welfare Association and Organisations of Scheduled Tribes? |

**3.6 ekuo lalk/ku fodkl ,oa izf'k{k.k**

**HRD and Training**

|  |  |
| --- | --- |
| (i) | D;k vuqlwfpr tutkfr deZpkfj;ksa dks mudh dfe;ksa dks nwj djus ds fy, mUgsa l{ke cukus gsrq vfrfjDr lg;ksx@izf'k{k.k miyC/k djokus ds fy, अकादमी **@** laLFkku dh dksbZ ekuo lalk/ku fodkl uhfr gS\ ,sls izko/kkuksa dk deZpkfj;ksa dh izR;sd Js.kh ds fy, fooj.k fn;k tk,A  Whether Academy/Institution 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. |
| (ii) | d`i;k fiNys rhu o"kksZa ds nkSjku izR;sd ,dd@LFkkiuk ls fo'ks"khd`r izf'k{k.k ds fy, fons'k Hksts x, deZpkfj;ksa dh la[;k ,oa izR;sd o"kZ esa muesa ls vuqlwfpr tkfr@vuqlwfpr tutkfr deZpkfj;ksa dh la[;k crk,aA  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. |

**3.7 HkrhZ fu;eksa esa la'kks/ku**

**Amendment of Recruitment Rules**

MhvksihVh ds fnukad 6 uoEcj] 2003 ds dk-Kk- la0 36012@17@2002&LFkkiuk¼vk-½ dk iSjk 3d ¼iv½ izko/kku djrk gS fd ;fn vuqlwfpr tkfr;ksa@vuqlwfpr tutkfr;ksa@vU; fiNM+k oxksZa dh vkjf{kr fjfDr;ka Hkjh ugha tk ldrh gSa vkSj cSdykWx fjfDr;ksa ds :i esa vkxs ys tk;h tkrh gSa vkSj vuqorhZ HkrhZ o"kZ esa Hkh fjDr jgrh gSa] mUgsa tc rd ml Js.kh ds mEehnokjksa }kjk Hkj ugha yh tkrh ftlds fy, os vkjf{kr gSa i'pkr~orhZ HkrhZ o"kZ ¼o"kksZa½ ds fy, cSdykWx fjfDr;ksa ds :i esa vkxs ys tk;k tk,xkA blh izdkj mlh dk;kZy; Kkiu dk iSjk 4 izko/kku djrk gS fd ;fn vkj{k.k dksVk iw.kZ ugha gksrk gS rks ml laoxZ esa tc dHkh HkfrZ;ka dh tkrh gSa] vkj{k.k dksVs dks iw.kZ djus ds fy, iz;kl fd, tk,axsA bl izdkj] bl dkj.k ls in vk/kkfjr vkj{k.k ds ekeys esa vkj{k.k ,sls O;ixr ugha gksxk fd vkjf{kr inksa dks o"kksZa dh ,d fofufnZ"V la[;k esa Hkjk ugha tk ldk FkkA

in vk/kkfjr jksLVj ds laca/k esa MhvksihVh ds vuqns'k] inksUufr ls lh/kh HkrhZ vkSj blds foykser% vkjf{kr fcUnq ds fofue; dk izko/kku Hkh djrs gSa ;fn HkrhZ ds [kkl rjhds ls ;ksX; mEehnokj miyC/k ugha gksaA bu funsZ'kksa ds n`f"Vdks.k ls vuqlwfpr tutkfr;ksa ds fy, vkjf{kr fjfDr;ksa ds fo:) vuqlwfpr tutkfr mEehnokjksa ds vkxeu dks lqdj cukus ds fy, fofHkUu inksa ds HkrhZ fu;eksa dks la'kksf/kr djuk vko';d gks tkrk gSA d`i;k in vk/kkfjr jksLVjksa dks ykxw djus ds ckn ea=ky;@foHkkx@laxBu ds fu;a=.kk/khu fofHkUu inksa ds laca/k esa bl mn~ns'; dks iwjk djus ds fy, HkrhZ fu;eksa dks la'kksf/kr djus gsrq mBk;s x;s dneksa dks bafxr djsaA

Para 3 A (iv) of the DoPT OM No. 36012/17/2002-Estt.(Res) dated 6th November, 2003 provides that if vacancies reserved for SCs/STs/OBCs cannot be filled up and are carried forward as backlog vacancies and remain unfilled in the following recruitment year also, they will be carried forward as backlog vacancies for subsequent recruitment year(s) as long as these are not filled by candidates of the category for which these are reserved. Similarly, Para 4 of the same OM stipulates that if reservation quota is not complete, efforts would be made to complete the reservation quota whenever the recruitments are made in the cadre. Thus, reservation would not lapse in case of post based reservation for the reason that reserved posts could not be filled for a specified number of years.

The DoPT instructions regarding Post Based Roster also provide for exchange of reserved point from promotion to Direct Recruitment and vice-versa, if suitable candidates are not available from a particular mode of recruitment. In view of these directives it becomes necessary to amend the Recruitment Rules of various posts to facilitate induction of ST candidates against vacancies reserved for Scheduled Tribes. Please indicate the steps taken to amend the Recruitment Rules, to meet this objective in respect of various posts under the control of the Ministry/ Department/ Organisation, after induction of the Post Based Rosters.

**3.8 vkj{k.k uhfr ds dk;kZUo;u ds fy, ekWfuVfjax iz.kkyh एवम vkarfjd f'kdk;r fuokj.k ra=**

**Monitoring System for implementation of reservation policy and Mechanism for Redressal of grievances.**

**(a) vkj{k.k uhfr ds dk;kZUo;u ds fy, ekWfuVfjax iz.kkyh**

**Monitoring System for implementation of reservation policy**

|  |  |
| --- | --- |
|  | ;g lqfuf'pr djus ds fy, fd अकादमी **@** laLFkku औरs अकादमी **@** laLFkku के fu;a=.kk/khu laxBu esa vuqlwfpr tutkfr;ksa ds fy, vkj{k.k uhfr dk mfpr :Ik ls dk;kZUo;u gks] vkids अकादमी **@** laLFkku }kjk D;k tkap ;qfDr viuk;h tkrh gS\  What are the checks devised by your Academy/Institution to ensure that the reservation policy for STs is implemented properly in the Academy/Institution and also in the Organisations under the control of the Academy/Institution ?. |
| (ii) | vuqlwfpr tutkfr deZpkfj;ksa dh f'kdk;rksa ds fuokj.k ds fy, fu/kkZfjr izfØ;k D;k gS\  What is the procedure prescribed for redressal of grievances of Scheduled Tribes employees? |
| (iii) | D;k vuqlwfpr tutkfr deZpkfj;ksa dh f'kdk;rksa dks ntZ djus ,oa ekWfuVj djus ds fy, f'kdk;r iaftdk j[kh tk jgh gS\  Whether a complaint register is being maintained in order to register and monitor the grievances of ST employees? |
| (iv) | D;k dEI;wVjhd`r f'kdk;r izca/ku iz.kkyh ykxw dh tk jgh gS ;k ugha\ ;fn ugha rks bldks LFkkfir djus ds fy, le; lhek crk,aA  Whether Computerized Grievance Management System is being implemented or not?, if not, time frame for its establishment. |
| (v) | D;k laidZ vf/kdkjh ds izR;{k fu;a=.k ds v/khu vuqlwfpr tutkfr izdks"B dh LFkkiuk dh xbZ gS\ ;fn gka rks] d`i;k bl izdks"B dh lajpuk dks bafxr djsaA  Has a Scheduled Tribes Cell been set up under the direct control of Liaison Officer? If so, please indicate the composition of this cell. |
| (vi) | d`Ik;k eq[;ky; esa vkSj vkids अकादमी **@** laLFkku ds fu;a=.kk/khu lac)@v/khuLFk dk;kZy;ksa esa eq[; laidZ vf/kdkjh@laidZ vf/kdkjh dk uke] inuke] Qksu@QSDl uEcj rFkk bZ&esy irs bafxr djsaA  Please indicate the name, designation, phone/ FAX number and e-mail addresses of the Chief Liaison Officer/ Liaison Officer in the Hq. Office of the Attached/ Sub-Ordinate Office under the control of your Academy /Institution. |
| (vii) | D;k vkidk अकादमी **@** laLFkku vuqlwfpr tutkfr deZpkfj;ksa@vuqlwfpr tutkfr deZpkjh dY;k.k la?k ds lkFk mudh leL;kvksa ,oa f'kdk;rksa dk fuiVku djus ds fy, vkof/kd cSBdsa vk;ksftr djrk gS\ d`i;k ,slh cSBdksa dk C;kSjk@ckjEckjrk izLrqr djsaA la?k ds lkFk vafre cSBd dk dk;Zo`Ùk layXu djsaA  Does your Academy/Institution hold periodical meetings with recognized Scheduled Tribes employees/ ST Employees Welfare Association to sort out their problems and grievances? Please furnish details/ frequency of such meetings. The minutes of the last meeting with the Association may be enclosed. |
| (viii) | d`Ik;k **rkfydk 5** esa vuqlwfpr tutkfr deZpkfj;ksa ds vf/kdkjksa ds mYya?ku ,oa muds lkFk HksnHkko ds laca/k eas izkIr ,oa fuiVk;h x;h f'kdk;rksa dh la[;k ds ckjs esa C;kSjk izLrqr djsa %  Please furnish details in the following **TABLE 5** about the number of complaints received and disposed off in respect of discrimination or violation of rights of ST employees: |

**Rkfydk 5**

**TABLE 5**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **o"kZ**  **Year** | **o"kZ ds nkSjku izkIr f'kdk;rksa dh izd`fr ,oa fuiVku**  **Nature of complaints received and disposal during the year** | | | | | | |
|  |  | **inksUufr**  **Promotion** | **ofj"Brk**  **Seniority** | **LFkkukUrj.k**  **Transfer** | **izf'k{k.k lfgr ,pvkjMh**  **HRD including Training** | **mRihM+u ds vU; izdkj**  **Other type of harassment** | **dqy**  **TOTAL** |
| **(1)** | **(2)** | **(3)** | **(4)** | **(5)** | **(6)** | **(7)** | **(8)** |
|  | **la-**  No. |  |  |  |  |  |  |
|  | **fuiVku**  Disposal |  |  |  |  |  |  |
|  | **la-**  No. |  |  |  |  |  |  |
|  | **fuiVku**  Disposal |  |  |  |  |  |  |
|  | **la-**  No. |  |  |  |  |  |  |
|  | **fuiVku**  Disposal |  |  |  |  |  |  |
|  | **la-**  No. |  |  |  |  |  |  |
|  | **fuiVku**  Disposal |  |  |  |  |  |  |
| **dqy**  **TOTAL** | **la-**  No. |  |  |  |  |  |  |
|  | **fuiVku**  Disposal |  |  |  |  |  |  |

|  |  |
| --- | --- |
| (ix) | D;k vuqlwfpr tutkfr efgyk deZpkjh ds ;kSu mRihM+u dk dksbZ ekeyk अकादमी **@** laLFkku ds /;ku esa yk;k x;k gS\ ;fn gka] rks d`Ik;k mldk C;kSjk vkSj dh xbZ dkjZokbZ dk C;kSjk izLrqr djsaA  Has any case of sexual harassment of ST women employees been brought to the notice of the Academy/Institution? If so, please furnish the details thereof and action taken. |

**(b) D;k vkarfjd f'kdk;r fuokj.k ra= स्थापित किया गया है और संगठन में dk;Zjr gSa A**

**Whether internal grievance redressal mechanism is put in place and functional in the Organisation**

1. çkIr f'kdk;rksa dh la[;k (पिछले वर्ष )

Number of grievances received (Last Year)

1. fuokj.k f'kdk;rksa dh la[;k (पिछले वर्ष )

Number of grievances disposed (Last Year)

1. yafcr f'kdk;rksa dh la[;k (पिछले वर्ष )

Number of grievances pending (Last Year)

**4. vU; lacaf/kr eqn~ns**

**Other related issues**

|  |  |
| --- | --- |
| (i) | d`i;k bl fo"k; ij deZpkjh la?k ;k vuqlwfpr tkfr@vuqlwfpr tutkfr deZpkjh la?kksa ds lkFk LFkkukUrj.k uhfr ,oa le>kSrs ds Kkiu dk ,d lsV izLrqr djsaA  Please furnish a set of transfer policy and Memorandum of agreement with the Employees Union or SC/ ST Employees Associations on the subject. |
| (ii) | D;k LFkkukUrj.k ,oa inLFkkiu ds eqn~ns ij vuqlwfpr tutkfr deZpkfj;ksa ds laj{k.k ls lacaf/kr MhvksihVh }kjk tkjh vuqns'kksa dk vuqlj.k fd;k tk jgk gS\  LFkkukUrj.k uhfr ,oa fiNys ikap o"kksZa esa fuiVk, x, ekeyksa ij ,d laf{kIr uksV izLrqr djsaA  Whether instructions issued by DoPT regarding protection to ST employees in the matter of transfer and postings are being followed?  A brief note on the transfer policy and the cases dealt in the last five years may be furnished. |
| (iii) | d`i;k ;g Hkh crk,a fd D;k ,sls mnkgj.k gSa tgka O;fDr;ksa us >wBs vuqlwfpr tutkfr izek.k i=ksa ds vk/kkj ij vkids laxBu esa jkstxkj izkIr fd;k gS\    ;fn gka rks d`i;k ,sls ekeyksa dh la[;k] dh xbZ dkjZokbZ vkSj izR;sd ekeys dh orZeku fLFkfr bafxr djsaA  d`i;k ,sls ekeyksa dks ?kfVr gksus ls Vkyus ds fy, mBk;s x;s dneksa dks Hkh bafxr djsaA  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. |
| (iv) | D;k Øe'k% vkids अकादमी **@** laLFkku vkSj v/khuLFk dk;kZy;ksa dh okf"kZd fjiksVZ esa vkids laxBu esa dksbZ lac) vkSj v/khuLFk dk;kZy;ksa esa Hkh lsokvksa@inksa esa vuqlwfpr tutkfr;ksa ¼mlh rjg vuqlwfpr tkfr;ksa ds Hkh½ ds izfrfuf/kRo ls lacaf/kr ,d i`Fkd v/;k;@vuqPNsn 'kkfey fd;k tk jgk gS\  Whether a separate Chapter/ 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 is being incorporated in the Annual Report of your Academy/Institution and subordinate offices respectively? |
| (v) | d`i;k ftUgsa ,slh lqfo/kk,a miyC/k djokbZ xbZ gSa ,sls deZpkfj;ksa dh dqy la[;k dh rqyuk esa vuqlwfpr tutkfr;ksa ds ,sls deZpkfj;ksa dh la[;k bafxr djsa ftUgsa ljdkjh vkokl vkoafVr fd, x, gSaA  Please indicate the number of Scheduled Tribes who have been allotted Government accommodation against the total number of employees provided such facilities. |

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*