

Ref: RES/01/25

16.09.2024

WORKSHOP ON ROSTERS & RESERVATION IN SERVICES AT NEW DELHI

National Academy of Human Resource Development (NAHRD) was established to deliver competency-enhancing learning to officials of Central Govt., State Govt., Public Sector Undertakings, Autonomous Bodies, Banks, Insurance Companies, etc. We have organized large number of workshops in the past, which have been very well attended and appreciated by officials of various organizations across the country.

Indian Institute of Public Administration (IIPA) is an autonomous organization under Department of Personnel & Training, Government of India. IIPA was formally inaugurated by the first Prime Minister of India, as the first President of the Society, on March 29, 1954 in New Delhi. The Institute has been set up to equip the public servants with domain knowledge, functional skills, and behavioural competencies required for managing the task of governance. The institute provides technical skills of management, human skills for coordination roles and conceptual skills for taking up leadership roles in public policy planning and execution. In its effort to enhance the leadership, managerial, and administrative capabilities of the executives in government and public sector enterprises, the Institute works in close collaboration with national and international organisations.

A workshop on **Rosters & Reservation in Services** is being organized by NAHRD in collaboration with IIPA from **20.01.2025 to 21.01.2025 at New Delhi**.

The above-mentioned workshop is for the benefit of staff dealing with establishment, legal and HR functions in Government, Semi Government, Autonomous Bodies, Public Sector undertakings, etc. It will help the organization in effective implementation of various rules, order and guidelines on the present subject by the relevant authorities. It will also help appointing/ recruiting authorities in understanding applicable provisions in Reservation. The program has been designed to provide practical insight into various facets of reservations in services. After the workshop the participants shall have updated knowledge and skills on the following aspects:

- Constitutional Provisions for Reservations in Services
- Scope, Applicability, Percentages, Relaxation & Concession
- Roster- Concept, Identification, Preparation, Operation & Maintenance
- Reservation for Persons with Disability and Ex-Servicemen
- Reservation for Economic Weaker Sections (EWS)
- Verification of claims with relevant case law
- Reservation in Direct Recruitment & Reservation in Promotion
- Role & Functions of Liaison Officers
- The Rights of Persons with Disabilities Act, 2016 along with Rules
- Open Sessions, Case Law and Case Studies

Workshop Methodology

The workshop will be organized on highly participative lines. The training methods will include lectures, group discussions, exercises, presentations, case studies, etc.

Subject experts having practical knowledge and understanding of the subject will be invited as faculty for the present subject.

Participation Fee (Non-Residential): Rs. 30,000/- plus GST @ 18% per participant

Please note that the present workshop is non-residential. The participation fee covers the cost of study material and lunch.

Venue: Indian Institute of Public Administration, I.P. Estate, Near ITO, New Delhi-110002

Dates and Timings:

20.01.2025 to 21.01.2025: Monday to Tuesday (09:30 to 17:30)

Participants will be required to report by 09:15 hours on both days.

Nominations may be sent through post/ email by providing participants' name, designation, contact number & e-mail ID along with DD in favor of National Academy of Human Resource Development payable at New Delhi. Please note that participation fee is to be paid at the time of nomination. Registration form can be obtained from our website. In case of payment through electronic mode, details are as under:

Name of Beneficiary: National Academy of Human Resource Development

Bank: Kotak Mahindra Bank. A/c No. 8912179265 IFSC Code. KKBK0004620
PAN: AAJFN7963N GSTIN: 07AAJFN7963N1ZF

For further information or clarification kindly contact:

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Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nominated participant is not able to attend the workshop and no substitution is made, fees shall still be payable. In case fees have already been paid, same shall be liable to be forfeited.

Limited seats available for the present workshop and hence the nominations will be accepted on first-come-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date for accepting nominations is **14.01.2025**.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity.

Thanks & Regards



For NAHRD