

GOVT. OF NCT OF DELHI  
DEPARTMENT OF SOCIAL WELFARE  
GLNS COMPLEX, DELHI GATE, NEW DELHI-02  
(ADMINISTRATION BRANCH)

No.F. 10(232)/2015/DSW/Cir/Estt./Part-II/12226-295


Dated: 03 AUG 2017

**CIRCULAR**

Please find enclosed the copies of the following letters received in this Department for information and further necessary action:

1. No. F.17(26)/2010/Misc./GAD/Admn./789 dated 27.06.2017 received from the Dy. Secretary-II (GAD), GNCT of Delhi which is a circular regarding increase in the number and amount of reimbursement for peon-cum-Home Orderly for Camp Office facilities to IAS Officers and Senior DANICS Officers (JAG and above), and further in accordance with the Labour Department, GNCT of Delhi Notification dated 31.05.2017, the reimbursement amount for part time peon-cum-Home Orderly @50% of the minimum wages for unskilled category will be as under:  
(1) From 01/04/2017 Rs. 6792/- Per month (50% of Rs. 13,584/-)
2. No.F14(01)/2017/T-1/Pr.A.O/1607-1707 dated 29/06/2017 received from the Controller of Accounts, Principal Accounts Office, NCT of Delhi, regarding Procedural action for revision of pension of pre-2016 retirees of Govt. of NCT of Delhi.
3. No.F.IPA/349/SCT-90/2017-18 dated 01.07.2017 received from the received from the Director, Institute of Public Administration, Bangaluru regarding the 90<sup>th</sup> tarini9ng programme on reservation policy for the Chief Liaison Officers (CLOs)/Liasion Officers (Los) for SC/ST/PWD and OBC employee on August 28 & 29, 2017 at New Delhi.

Encls: As above.

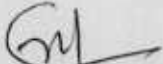
  
Supdt. (Admn.)

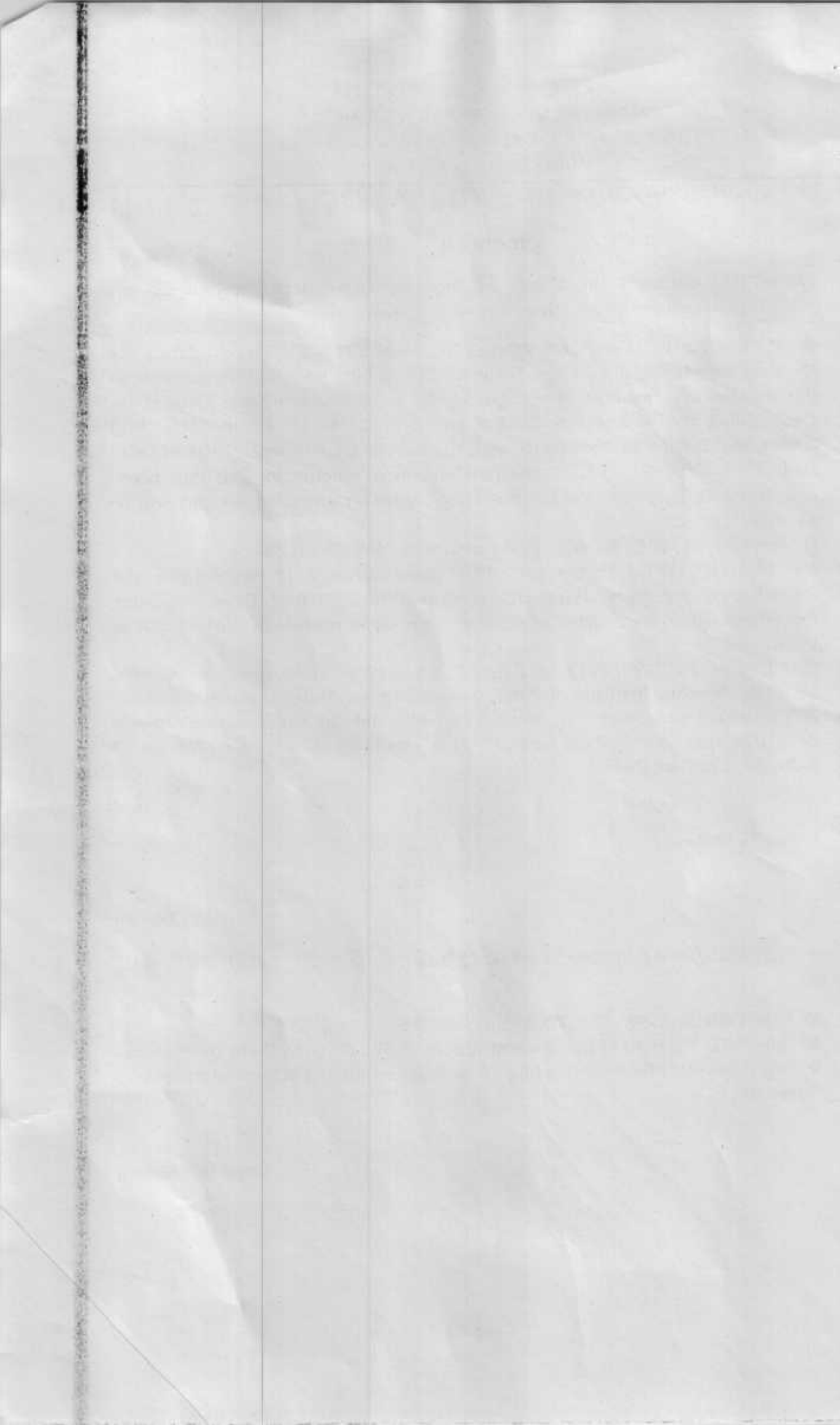
No.F. 10(232)/2015/DSW/Cir/Estt./Part-II/12226-295

Dated: 03 AUG 2017

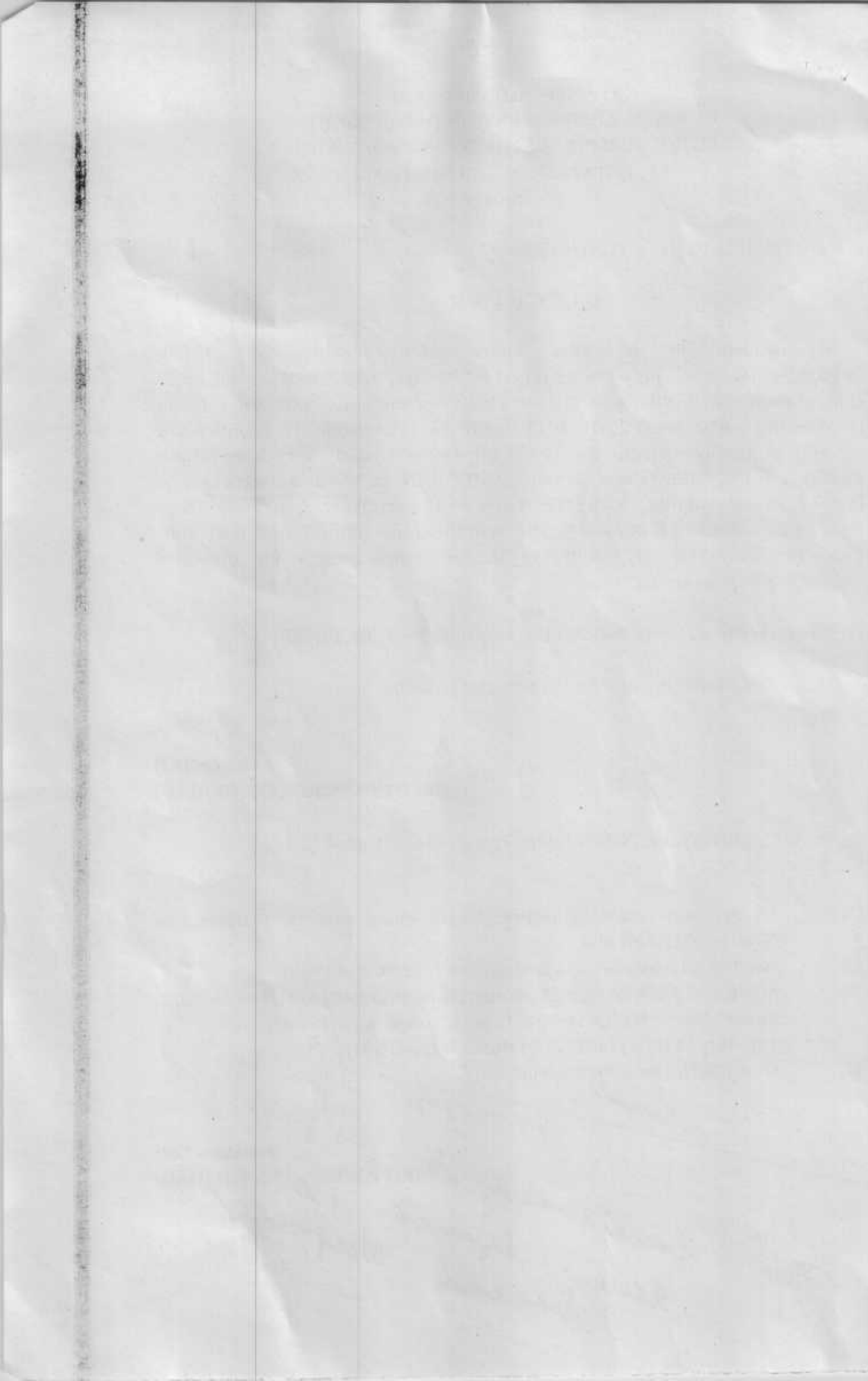
**Copy to:**

1. All DDs/DSWOs, DSW, GNCTD, Delhi Gate, Delhi
2. All Supdts/DDO/HOO of Homes/Institutions, DSW, GNCTD, Delhi Gate, Delhi
3. System Analyst, DSW for uploading the circular on the Departmental website.
4. Guard file.

  
Supdt. (Admn.)







Office of the Secretary/SW/WCD  
 Deptt. of Social Welfare  
 Govt. of NCT of Delhi  
 14 Jun 2017  
 No. F.14(01)/2017/T-1/Pr.A.O./  
 2260  
 Dy. No. ....

PRINCIPAL ACCOUNTS OFFICE  
 GOVT. OF NCT OF DELHI  
 A-BLOCK, VIKAS BHAWAN, I.P. ESTATE, NEW DELHI

6570

Date: 29/06/2017

1607-1707

All the Pr. Secretaries/Secretaries,  
 Heads of the Departments,  
 Govt. of NCT of Delhi, Delhi/ New Delhi

**Sub: Procedural action for revision of pension of pre-2016 retirees of Govt. of NCT of Delhi.**

Sir/Madam,

1. The Ministry of Personal, PG & Pensions, Department of Pensions and Pensioner's Welfare vide their O.M. No. 38/37/2016-P&PW(A) dated 12-05-2017 already endorsed by the Finance Department, Govt. of NCT of Delhi to all departments of Govt. of NCT of Delhi has issued instructions for revision of pension/family pension w.e.f. 01-01-2016 in respect of all pre-2016 pensioners/family pensioners. The detailed procedures to be followed for revision of pension/family pension has also been indicated in the above said orders as well as subsequent O.M. No. 1(13)/EV/2017 dated 23-05-2017 of the Ministry of Finance, Department of Expenditure, Govt. of India.

2. As per the above said orders pension/family pension will be fixed w.e.f. 01-01-2016 by notionally fixing the pay of the pensioners/family pensioners in the pay matrix recommended by the 7th CPC in the level corresponding to the pay in the pay scale/pay band at which they retired / died. The notional pay fixation would be done under each intervening Pay Commission based on the formula of revision of pay.

The Head of Offices being custodian of the service records/details of the pensioners/family pensioners are requested to take action for fixation of notional pay and submission of revision of pension/family pension cases to the concerned Pay & Accounts Offices who would issue the revised pension authority mentioning therein the details of notional pay, pension/family pension fixed and bank account details etc. to enable the Pay & Accounts Offices to issue the revised pension authority in the enclosed format.

4. It is therefore requested that suitable instructions may be issued to all Head of Offices under your control to submit the cases of revision of pension/family pension in respect of pre 2016 pensioners/family pensioners w.e.f. 01-01-2016 along with the details of pensioners/family pensioners to concerned PAOs at the earliest to comply with time line given in the above said O.M. dated 23-05-2017 of the Ministry of Finance, Govt. of India.

Encl : As above.

Yours faithfully,

*(Signature)*  
 29/6/2017  
 (Parkash Chand)  
 Controller of Accounts  
 Tel. No. 011-23370762



Date :

No. F.14(01)/2017/T-1/Pr.A.O./

Copy to  
 1. The Principal Secretary, Finance Department, Govt. of NCT of Delhi, Delhi Secretariat, I.P. Estate, New Delhi for kind information.

Pay & Accounts Officers, Pay & Accounts Offices, Govt. of NCT of Delhi, Delhi/New Delhi with the advise to ensure the timely revision of pensions/family pensions and a fortnightly progress report be sent to Dy. Controller of Accounts (Tech.) at Principal Accounts Office, A-Block, Vikas Bhawan, I.P. Estate, New Delhi.

Controller of Accounts

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 19/6/17  
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**PAO-NAME**  
**MINISTRY/DEPARTMENT**

Pre-2016 Revision

As Per 7th CPC(Pre 2016)  
Date: \_\_\_\_\_

No. \_\_\_\_\_

To,  
The Pay & Account Officer,  
Central Pension Accounting Office,  
Min. of Finance, Govt. of India,  
Trikot II Complex, Bhikai Cama Place,  
R.K. Puram, New Delhi - 110 055.

**Subject: Revision of Pension of Pre-2016 pensioners/family pensioners.**

Sir/Madam,

I request you to make arrangement for carrying out the modifications in both the halves of the said PPO as detailed below consequent upon the government decision on recommendations of the 7th Pay Commission.

**1. Pensioner**

(a) PPO No.	:	(g) Class of Pension	:
(b) Name of Pensioner	:	(h) Adhaar No.	:
(c) Date of Birth	:	(i) PAN No.	:
(d) Name of Family Pensioner (FP)	:	(j) Phone No.	:
(e) Date of Birth of FP	:	(k) Email Id.	:
(f) DDO Code	:		

**2. Pre-Revised Pension as on 01-01-2016**

(a) Basic Pension	:		
(b) Committed Pension	:		
(c) Reduced Pension(a,b)	:		
(d) Family Pension (Enhanced Rate)	:	From :	To :
(e) Family Pension (Normal Rate)	:	From :	To :

**3. Old Pay Details**

(a) Date of Retirement	:	(e) Pay/National Pay	:
(b) Date of Death	:	(f) NPA	:
(c) Applicable Pay Commission	:	(g) Other Pay if any	:
(d) Pay Scale	:		

**4. Pay fixed under 7CPC**

(a) Pay Fixed : (Level: Index: )

**5. Revised Pension with effect from 01-01-2016 : Pay Fixation/2.67 factor (Whichever is beneficial)**

(a) Basic Pension	:		
(b) Committed Pension	:		
(c) Reduced Pension(a-b)	:		
(d) Family Pension(Enhanced Rate)	:	From :	To :
(e) Family Pension(Normal Rate)	:	From :	To :
(f) Additional Pension	:		

**6. Disbursing Bank**

(a) Name of Bank	:
(b) Paying Branch(BSR Code)	:
(c) Account No.	:
(d) Address	:

Pay & Account Officer

Copy To :  
Pensioner :

DDO :

Disclaimer: Signatory must cross check the correctness of the authority before signing it.

इंस्टिट्यूट ऑफ पब्लिक अड्मिनिस्ट्रेशन  
**INSTITUTE OF PUBLIC ADMINISTRATION**

38/4, Coles Road Cross, Frazer Town, Bengaluru - 560 005.

Tel : 080 - 2548 1331 Telefax : 080 - 2547 7444

Email : ipabl@yahoo.co.in / ipabl34@yahoo.com

www.ipa.bengaluru.com

648/AD (20)  
 12/7/17

64/1

Ref: IPA/ 349/SCT-90/2017-18

1765  
 DIARY No .....  
 Date .....  
 13-07-17

**New Act**

July 01, 2017

- To,  
 The Secretaries, All Ministries / Departments of Central Govt.,  
 The Chief Executives, All CPSUs, Public Sector Banks and Financial Institutions  
 The Chief General Manager (DAPM), Reserve Bank of India  
 The Chairmen, LIC, GIC and Insurance Companies  
 The Directors, All National Institutes of Technology / IITs / IIMS  
 The Chairmen, All Ports  
 The Directors, All Institutes  
 The Chairmen, All Boards & Autonomous Bodies  
 The Vice Chancellors, All Central Universities  
 The Directors, All Research Institutes  
 The Directors, DRDOs  
 The Chairmen, IRDA, TRAI, PFRDA, SEBI and other Statutory Bodies

Office of the Secretary (SW/WCD)  
 Deptt. of Social Welfare  
 Govt. of NCT of Delhi  
 10 JUL 2017  
 Dy. No. 3257

S/P D's  
 P/S  
 DCD'S

Sub: 90<sup>th</sup> Training Programme on Reservation Policy for the Chief Liaison Officers (CLOs) / Liaison Officers (LOs) for SC/ST/PWD and OBC employees on August 28 & 29, 2017 at New Delhi.

18/7/17  
 11/07/17  
 Dy. No. 3259  
 Date: 11/7/17

Madam / Sir,

The Department of Personnel & Training vide their O. M. No. 436011/1/2013-Estt. (Res.) dated January 23, 2014 has notified that an updated Brochure on Reservation for the members of Scheduled Castes (SCs), the Scheduled Tribes (STs) and the Other Backward Classes (OBCs) in services of the Government of India has been posted on the Departments website. Part I of the Brochure contains all the provisions of Reservation Policy including NEW FORMATS OF RESERVATION REGISTERS AND RESERVATION ROSTER REGISTERS, in a simple and easy to understand style and manner and is complete in itself.

02. Also the Rights of Persons with Disabilities Act, 2016, has come into force with effect from April 19, 2017.

03. The Institute which has been a pioneer in the field of disseminating information about the Government instructions on reservation in the services, has now planned its 90<sup>th</sup> Annual Training Programme for the Chief Liaison Officers (CLOs) / Liaison Officers (LOs) for SC/ST /PWD and OBC employees on Reservation Policy of Govt. of India on August 28 & 29, 2017 at the Hotel Vivanta by Taj - Dwaraka, Metro Station Complex, Sector -21, Dwaraka, New Delhi- 110075 (Tele No. 011-66003000/28070000)

14-7-17  
 MANG  
 13/7/17  
 13/7/17





04. The main objective of this training programme is two fold. One is to appraise the appointing authorities and recruiting agencies of the latest provisions of the Reservation Policy. The other is to evolve strategies for smooth and proper implementation of these instructions. The deliberations would largely focus on issues pertaining to vertical reservation (for SC, ST and OBC) and horizontal reservation (for Persons with Disabilities and Ex-servicemen) and how to prepare initially and maintain thereafter the reservation registers and the reservation roster registers. A live rendition will be given on maintenance of new PWD roster in general and the switching over to new roster in particular. The programme schedule is attached (Annexure - I).

05. The proposed Training Programme is aimed at dissemination and propagation of latest operational procedures, including writing the newly introduced Reservation Roster Registers and the Reservation Registers, and new PWD Roster by which the Chief Liaison officers / Liaison Officers for SC /ST / PWD and OBC employees, CAOs, AOs, EOs and other Officers / dealing officials will be greatly benefited in order that the grievances / complaints of the SC/ST/PWD and OBC employees can be reduced to minimum numbers.

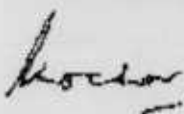
06. The Participants will be provided with a copy of the latest Brochure on Reservation for the members of the Scheduled Castes (SCs), the Scheduled Tribes (STs) & Other Backward Classes (OBCs) Edition 2014, the Latest Act-The Rights of Persons with Disabilities Act, 2016, Special Recruitment Drive(SRD) for PWDs including copies of case laws and the newest compendium on the reservation orders for Ex Servicemen. Also, the latest order on relaxations and concessions extended to all the reserved categories including cumulative relaxations and concessions available to the candidates / employees in the matter of reservation in the services under the State.

07. The programme fee will be Rs. 14986/- (program fee of Rs. 12,700 + GST @ 18% Rs. 2288/- (subject to Central Govt. Notification). The crossed D.D. towards this non - refundable fee should be drawn in favour of "Institute of Public Administration", payable at Bengaluru and should be sent along with the nomination letter.

08. In case, the participant wishes to stay at Vivanta by Taj - Dwaraka, he will be required to pay a non - refundable participation fee of Rs. 32745/- (Participation fee of Rs. 27750/- + GST @18% = Rs. 4995/- (subject to Central Govt. Notification) per participant. This fee includes programme fee of Rs. 14986 also covers the cost of lodging and boarding, breakfast, lunch and dinner. If the Organisation is nominating two officials (same gender) for the above programme and they are willing to share a room, the fee per participant will be Rs. 26,550 /- (Rs. 22,500/- + GST@ 18% = Rs. 4050/-) (subject to Central Govt. Notification). The lodging & boarding will be available from August 27, 2017 (afternoon) to August 30, 2017 (morning) under this arrangement. If lodging & boarding is required before and after the scheduled dates, the participant will be required to pay all inclusive an additional amount of Rs. 5900/- per day. The participants who desire to have an independent room and wish to bring their spouse, will be required to pay all inclusive an additional amount of Rs. 4000/- at the time of checking in at the hotel towards the lodging and boarding of the spouse.

09. All appointing authorities/ heads of establishment are requested to nominate their Chief Liaison Officers / Liaison Officers for SC/ST/PWD and OBC employees and other Officers / dealing Officials at the earliest.

**Yours faithfully,**



**(Subhash C Kochar)**

**Director**

**Cell No. : 098453 33383**

**Encl: Annexure - I**

The first part of the document is a letter from the Secretary of the State to the Governor, dated 18th March 1871. It contains a report on the state of the country and the progress of the government.

The second part of the document is a report on the state of the country and the progress of the government, dated 18th March 1871. It contains a detailed account of the various departments of the government and the state of the country.

The third part of the document is a report on the state of the country and the progress of the government, dated 18th March 1871. It contains a detailed account of the various departments of the government and the state of the country.

The fourth part of the document is a report on the state of the country and the progress of the government, dated 18th March 1871. It contains a detailed account of the various departments of the government and the state of the country.

The fifth part of the document is a report on the state of the country and the progress of the government, dated 18th March 1871. It contains a detailed account of the various departments of the government and the state of the country.

The sixth part of the document is a report on the state of the country and the progress of the government, dated 18th March 1871. It contains a detailed account of the various departments of the government and the state of the country.

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# इंस्टिट्यूट ऑफ पब्लिक अड्मिनिस्ट्रेशन

## INSTITUTE OF PUBLIC ADMINISTRATION

90th-Training Programme for the Chief Liaison Officers (CLOs) / Liaison Officers (LOs) for SC/ST/PWD and OBC employees on the Reservation Policy of Govt. of India on August 28 & 29, 2017 at the Hotel Vivanta by Taj - Dwaraka, Metro Station Complex, Sector -21, Dwarka, New Delhi- 110 075. (Tele No. No. 011-66003000/28070000)

Date	Time (hrs.)	Session
August 28, 2017 (Monday)	9.30 - 10.00	Registration
	10.00 - 10.15	Introduction of the delegates and the program
	10.15 - 11.30	Constitutional Background of Reservation in Services
	11.30 - 11.45	Tea Break
	11.45 - 12.30	Reservation for SC/ST/OBC employees
	12.30 - 13.15	Appointments and Promotions on Merit
	13.15 - 14.15	Lunch
	14.15 - 15.30	Making & operating new reservation registers
	15.30 - 15.45	Tea Break
	15.45 - 17.15	Making & operating new reservation roster registers
August 29, 2017 (Tuesday)	9.45 - 10.45	Verification of Caste Claims and Case Laws
	10.45 - 11.30	Role and Functions of Liaison Officers
	11.30 - 11.45	Tea Break
	11.45 - 12.45	Implementation of The Rights of Persons with Disabilities Act, 2016
	12.45 - 13.45	Lunch
	13.45 - 15.00	Reservation for Ex-Servicemen (Latest operatives)
	15.00 - 15.20	Tea Break
	15.20 - 16.00	Action Plan

