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Directorate of Higher Education

Himachal Pradesh, Shimla-1

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E-mail: dhe-sml-hp@gov.in & E-mail: genbr@rediffmail.com

Dated:

Shimla-171001

the

March, 2021

To

All the Deputy Directors of Higher Education,
in Himachal Pradesh

Subject: -

WORKSHOP ON RECRUITMENT RULES & RESERVATION IN SERVICES AT GANGTOK, SIKKIM.

Please find enclosed herewith a copy of Ref: RES/05/21-dated: 24.03.2021 received from the Director, National Academy of Human Resource Development, A-304, Ground Floor, Defence Colony, New-Delhi on the subject cited above.

In this connection, it is to inform you that the National Academy of Human Resource Development, A-304, Ground Floor, Defence Colony, New-Delhi is going to organize Workshop on "Recruitment Rules & Reservation in Services" from 19.05.2021 to 22.05.2021 at Gangtok, Sikkim and requested to nominate Officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity. The willing candidates may apply for the same at their own cost on voluntary & self-training basis. A brochure which gives detailed information about the programme and participation fee is enclosed herewith for ready reference. Further, it is informed that information related to "Recruitment Rules & Reservation in Services" is available on website: www.nahrd.in.

You are, therefore directed to do the needful in the matter accordingly and send the action taken report to this Directorate through return Fax/E-mail within a week, so that further necessary action could be taken in the matter accordingly.

शिक्षा निदेशालय उत्तर हिमाचल प्रदेश

06 APR 2021



Neeraj Gupta, (HAS)

Addl. Director of Higher Education (A)

Himachal Pradesh, Shimla-1

(Phone No. 0177-2658052)

Endst. No.

Even

Dated:


Shimla-171001

the

March, 2021

Copy for information and necessary action to:-

- 1 The Secretary (Education) to the Government of Himachal Pradesh, Shimla-2 for your kind perusal and necessary action.
- 2 The Director, National Academy of Human Resource Development, A-304, Ground Floor, Defence Colony, New-Delhi-110024 refer to his/her Reference referred above.
- ✓ 3 The Technical Officer (Computer/IT Cell), Directorate of Higher Education, Himachal Pradesh, Shimla-1 to upload the letter on departmental website.
- 4 Guard file.


Addl. Director of Higher Education (A)
Himachal Pradesh, Shimla-1



Gen
25-3-21

Email : info@nahrd.in
Website : www.nahrd.in
Ph. : (011) 41678044/45

Ref: RES/05/21



18.03.2021

Officer I/c (HR/Personnel/Recruitment)
Directorate of Higher Education, H. P.
Shimla,
Himachal Pradesh-171001

**WORKSHOP ON RECRUITMENT RULES & RESERVATION IN SERVICES AT
GANGTOK, SIKKIM**

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.

A residential workshop on Recruitment Rules & Reservation in Services is being organized by NAHRD from **19.05.2021 to 22.05.2021 at Gangtok, Sikkim.**

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:

- General Guidelines on Framing of Recruitment Rules
- Pre & Post Recruitment Formalities
- 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 alongwith Rules
- Open Sessions, Case Law and Case Studies

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

Genl
Anish Kumar
25/3/21

Faculty

Sh. K.S. Kumar is former Director, Ministry of Defence and Ex-Officiating Director & HOD of Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India. He is accredited as a Master Trainer by the Training Division of Department of Personnel & Training, Govt. of India. He is a highly acclaimed authority on various establishment matters including reservations in services. He has handled various aspects of recruitment process in Government and is fully conversant with the nuances of the subject. He has trained thousands of trainee officers across the country and has developed a number of trainers in training institutions spread all over the country. He has helped more than 50 organizations in preparing and maintenance of the reservation rosters.

Sh. S.K. Dasgupta is former Director (Administration), Department of Personnel & Training, Government of India. He is having more than 30 years of experience in various government departments. He is certified for Training of Trainings and Direct Skills Training by Department of Personnel & Training, Government of India. He is also having certification in training and development from Institute of Training & Development, the national forum for training and development (UK). He is a visiting faculty in many reputed institutes across India. He is having huge experience in the area of establishment matters.

Multiple workshops organized by NAHRD have been attended and appreciated by officers of organizations that includes but not limited to Ministry of Road Transport & Highways, Ministry of Commerce & Industry, LIC of India, Reserve Bank of India, Securities & Exchange Board of India, Coal India Ltd., Engineers India Ltd, FSSAI, Tariff Authority of Major Ports, Indian Oil Ltd, BPCL, IITs, NITs, IIITs, IIMs, IHMs, NHPC, Bank of Baroda, SBI, Punjab National Bank, NABARD, DFCCIL, HUDCO, HAL, JNPT, Syndicate Bank, IDBI Bank, Quality Council of India, Telecom Regulatory Authority of India, Delhi University, Export- Inspection Council of India, Spices Board, ONGC, Indian Space Research Organization, Directorate of Advertising & Visual Publicity, Border Security Force, GIC of India, EXIM Bank, Delhi Metro Rail Corporation, Mumbai Metro Rail Corporation, Election Commission of India, New India Assurance Co. Ltd., North Eastern Council, India Trade Promotion Organization, IREDA, Dredging Corporation of India Ltd., TIFAC, Wildlife Institute of India, Bharat Dynamics Ltd., Directorate General of Shipping, etc.

Participation Fee:

Single Occupancy- Rs. 49,000/- plus GST @ 18% per participant

Twin Sharing- Rs. 42,000/- plus GST @ 18% per participant

The participation fee covers the cost of accommodation (4 nights and 5 days), meals & study material of the participants. Spouse/ family members are welcome on additional all-inclusive nominal charges in case nomination of the participant is on single occupancy. Twin Sharing is available only in case even number of participants of same gender from same organization.

In addition, we also request you to consider nominating officers for our other residential workshops which are as under:

- Residential workshop on **Right to Information Act** from 04.05.2021 to 06.05.2021 at Mussoorie, Uttarakhand. Participation Fees: Rs. 42,000/- plus GST @ 18% per participant,
- Residential workshop on **Prevention of Sexual Harassment of Women at Workplace** from 04.05.2021 to 06.05.2021 at Mussoorie, Uttarakhand. Participation Fees: Rs. 42,000/- plus GST @ 18% per participant,
- Residential workshop on **Government e-Marketplace (GeM) & Preventive Vigilance in Procurement** from 04.05.2021 to 06.05.2021 at Mussoorie, Uttarakhand. Participation Fees: Rs. 42,000/- plus GST @ 18% per participant,
- Residential **Skill Enhancement Program for Secretaries, Assistants and Stenographers** from 04.05.2021 to 06.05.2021 at Mussoorie, Uttarakhand. Participation Fees: Rs. 42,000/- plus GST @ 18% per participant,
- Residential workshop on **Recruitment Rules & Reservation in Services** from 19.05.2021 to 22.05.2021 at Gangtok, Sikkim. Participation Fees: Rs. 49,000/- plus GST @ 18% per participant,
- Residential workshop on **Disciplinary Rules & Procedures** from 19.05.2021 to 22.05.2021 at Gangtok, Sikkim. Participation Fees: Rs. 49,000/- plus GST @ 18% per participant,
- Residential workshop on **Goods & Services Tax (GST)** from 01.06.2021 to 04.06.2021 at Ooty, Tamil Nadu. Participation Fees: Rs. 54,000/- plus GST @ 18% per participant and
- Residential workshop on **Board Governance & Financial Literacy for Directors, Independent Directors & KMPs** from 01.06.2021 to 04.06.2021 at Ooty, Tamil Nadu. Participation Fees: Rs. 54,000/- plus GST @ 18% per participant.

You are advised to kindly refer to brochures for details about these workshops such as course content, venue, profile of faculty members etc. Detailed brochures for these workshops are available on our website (www.nahrd.in).

For further information or clarification kindly contact:

Rohit Agarwal

Email- rohit@nahrd.in

Phone- +91 9873057803

Vivek Manchanda

Email- vivek@nahrd.in

Phone- +91 9650745789

Venue: The Fern Denzong Hotel & Spa, Kazi Rd, Vishal Gaon, Gangtok, Sikkim-737101

Check In- 19.05.2021 (2:00 P.M.)

Check Out- 23.05.2021 (11:00 A.M.)

The workshop will commence at 9:30 A.M. on 20.05.2021 and will conclude at 5:30 P.M. on 22.05.2021. However there will be an introductory session on 19.05.2021 after all participants have reported at the venue. In case of non-availability of rooms at The Fern Denzong Hotel & Spa as on date of nomination, arrangements for stay shall be made in another property.

Nominations may be sent through post/ email by providing participants' name, designation, contact number & e-mail ID alongwith cheque/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:

Bank: Kotak Mahindra Bank. A/c No. 8912179265. CA. IFSC Code. KKBK0004620

PAN: AAJFN7963N

GSTIN: 07AAJFN7963N1ZF

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Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nomination participant(s) is not able to attend the workshop due to any reason and no substitution is made, fees shall still be payable. In case fees have already been paid, same shall be liable to be forfeited. Please note that we are going to follow all protective measures against COVID-19 such as frequent sanitizing, social distancing. Participants and their accompanying guests (if any) shall be required to fulfill requirements as required by competent authorities at points of boarding, Sikkim or any state involved. NAHRD shall not be responsible for the same.

Limited seats available for the present workshop and hence the nominations will be accepted on first-cum-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date of accepting nominations is 05.05.2021.

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