



DELHI DEVELOPMENT AUTHORITY  
RESERVATION CELL  
VIKAS SADAN, INA, NEW DELHI

No. F.20 (03)2018/Resvn. Cell/DDA/ 103

Dated: 14/10/2024

Circular

**Sub: Constitution of Internal Grievance Committee for persons belonging to SC.**

In pursuance of recommendations from NCST vide D.O.No.18/01/NCST(IGRC)2021-Coordn. Dated 03.08.2021 & NCSC vide file No. 39/Misc-2/IGR Committee/2020/SSW-I dated 28.07.2020, VC/DDA had constituted an "Internal Grievance Committee" at work place for persons belonging to Scheduled Tribes & Scheduled Castes Community respectively vide circular No. F.20(03)2018/Resvn.Cell/DDA/14 dated 13.02.2023 & F.20(03)2018/Resvn.Cell/DDA/85 dated 13.09.2024. Accordingly, as per approval of Commissioner (P), DDA the new composition of the committee for Scheduled Caste is as under:

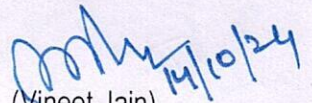
Sl. No.	Members	Name	Designation
1.	Chairperson	Sh. H.K. Bharti	Addl. Commissioner (Plg.)
2.	Member (External)	Sh. Vimal Kumar	Chief Engineer (E), CPWD
3.	Member	Sh. Deepankar Singh	Addl. Chief Architect
4.	Member	Smt. Lalita Kumari	Director (Vigilance)-II
5.	Member	Sh. Ajay Kumar Saroj	Director (Plg.)

2. The Internal Grievance Committee will examine the complaints of the employees belonging to Scheduled Castes on matters such as (i) Non-maintenance of reservation roster and not filling up of reserved vacancies, (ii) Discrimination in promotion/seniority/MACP/ACP, (iii) Non-appointment on compassionate grounds, (iv) Adverse/downgrading of APARs, (v) Termination/dismissal from services, (vi) Discrimination in transfer/posting (vii) Denial of pensioner benefits etc. and take necessary action for immediate redressal of the grievances. The Committee will prepare monthly report and submit to the Head of Organization who will monitor the action taken on the grievances and submit a quarterly report to the commission including the reports received from the offices under the administrative control of the department.

3. Reservation Cell/DDA shall provide assistance to the Committee, prepare and submit Quarterly report to the Commission with approval of the Competent Authority.

4. Any Complaint/Grievance to the Internal Grievance Committee needs to be submitted in Reservation Cell.

5. This issues with the approval of the Competent Authority.

  
(Vineet Jain)  
Commissioner (Pers.)

To

All members of the Committee.

Copy to: -

1. National Commission for Scheduled Castes (Sh. C.S. Verma, Director), 5<sup>th</sup> Floor, Loknayak Bhawan, Khan Market, New Delhi-110003.
2. Sh. Surya Narayan Jha, Under Secretary to the Govt. of India, Room No. 311, C-wing, Nirman Bhawan, New Delhi-110011.

Contd.....

Also copy to: -

1. OSD to VC/DDA for kind information.
2. PS to PC (P) for kind information.
3. PS to Commissioner (P)/DDA for kind information please.
4. Director- P (I) & (II)/DDA.
5. All the departmental Heads/Officers/Branches with the request to kindly brought to the notice of all officers/Staff working under their control.
6. Dy. Director/Systems for information and with the request to get the circular uploaded on DDA website.
7. Notice Board.