



निदेशक (प्रशासकी) दि.वि.प्र.
जायरी नं. 3610
दिनांक 13/02/23

दिल्ली विकास प्राधिकरण

आरक्षण कक्ष

कक्ष संख्या- बी-710, विकास सदन, नई दिल्ली

F.20 (03)2018/Resvn. Cell/DDA/14

Dated: 13/02/2023

Circular

Sub:(i)-Constitution of "Internal Grievance Committee" for Schedule Tribes- reg

(ii)-Setting up of Internal Grievance Committee at work place for Persons belonging to Scheduled Castes Community-reg.

In pursuance of recommendations from NCST vide D.O.No.18/01/NCST (IGRC) 2021-Coord. Dated- 03.08.2021 & NCSC vide File No. 39/Misc-2/IGR Committee/2020/SSW-I dated- 29.07.2020, VC/DDA has constituted an **"Internal Grievance Committee"** committee for Scheduled tribes & Internal Grievance Committee at work place persons belonging to Scheduled Castes Community. The composition of the committees is as under: -

1. "Internal Grievance Committee" for Scheduled Tribes: -

Sl. No.	Members	Name	Designation
1	Chairperson	Sh. D. Sarkar	Commissioner Cum Secretary
2	Member	Sh. Shiv singh Meena	CE(Civil),South East Zone(HQ)
3	Member	Sh. S.K.Meena	Director

The Internal Grievance Committee will examine the complaints of the employees belonging to Scheduled Tribes 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.

2. "Internal Grievance Committee" for Scheduled Castes: -

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

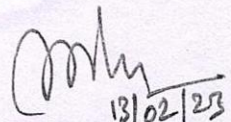
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The Internal Grievance Committee will examine the complaints of the employees belonging to Scheduled Caste. The nature of complaints received in service division are (i) Non maintenance of reservation roster and not filling up of reservation vacancies, (ii) Discrimination in promotion/seniority/MACP/ACP, (iii) Non appointment /compassionate grounds, (iv) Downgrading of APAR's, (v) Termination / dismissal from services, (vi) Discrimination in transfer/ posting (vii) Denial of pensionary benefits and disbursement of pay arrears etc. The Internal Grievance Redressal Committee will examine the complaints of the employees and to find out the genuineness of the complaint and simultaneously the Committee will submit its report within one month to the Head of Organization. The Head of Organization will monitor the case and submit a quarterly report to the Commission through its Ministry.

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

4. Any Complaint/Grievance to the Internal Grievance Committee needs to be submitted in Reservation Cell- B-710, Vikas Sadan, DDA, New Delhi-110023.

5. This issued with the approval of Competent Authority.


13/02/23
(विनीत जैन)
आयुक्त(कार्मिक)

To

All Members of the Committee.

Copy to: -

1. National Commission for Scheduled Tribes (Alka Tiwari, Secretary), 6th Floor, Loknayak Bhawan, Khan Market, New Delhi-110003 w.r.t their D.O.No.18/01/NCST (IGRC) 2021-Coord Dated- 03.08.2021.

2. National Commission for Scheduled Castes (Sh. C.S. Verma, Director), 5th Floor, Loknayak Bhawan, Khan Market, New Delhi-110003 w.r.t. their letter No. 39/Misc-2/IGR Committee/2020/SSW-I dated 29.07.2020.

3. Sh. V.K. Kushwaha, Under Secretary to the Govt. of India, Room No. 311 C Wing Nirman Bhawan, New Delhi w.r.t. their letter K-11011/3/2020-DD.II.

Also Copy to: -

1. OSD to VC/DDA-for kind information of the latter.
2. PS to PC (P) for kind information of the latter.
3. PS to Commissioner (P)/DDA-for kind information.
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.