



मुख्यालय  
Headquarters  
कर्मचारी राज्य बीमा निगम

Employees State Insurance Corporation  
पंचदीप भवन , सीआईजी मार्ग, नई दिल्ली-02  
Panchdeep Bhawan, CIG Marg, New Delhi-02

No.A-14/11/1/2012-SCT

Dated : 24.09.2014

To

1. All Regional Directors/Jt. Directors, I/c.  
Regional Offices/Sub- Regional Offices,
2. Medical Superintendents,  
ESIC Hospitals,
3. Dean,  
ESIC Medical College,
4. The Joint Director-I/V/Medical/Rectt. - Hqrs. .
- ✓ 5. Web Content Manager

**Sub.:- Circulation of Orders/Notifications and other material issued by DOP&T.**

**Sir/Madam,**

The undersigned is directed to forward a copy of Office Memorandum No. A-36011/1/2013-Estt.(Res.) dated 26.01.2014 of Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training received through Ministry of Labour & Employment vide their letter No. Z-11016/1/2014-Adm.III dated 4<sup>th</sup> February, 2014 on the above subject. It is requested to comply with the instructions contained in the **Brochure on reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes in services.**

It is further informed that the existing SC/ST/OBC Cell has been renamed as **Reservation Cell** as per instructions contained in the said Brochure and the same may be renamed accordingly in all field units.

This issues with the approval of the Insurance Commissioner (Per.& Admn.).

**Encl.:- As above.**

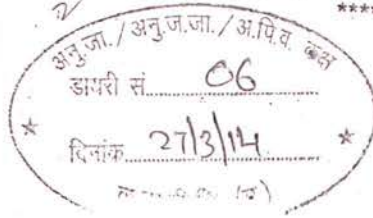
Yours faithfully,

  
(P.K. NARULA)  
JOINT DIRECTOR-II

कर्मचारी राज्य बीमा निगम की वेबसाइट का प्रबंधन.....  
Website Contents Management.....  
साथी सं./Diary No. 688.....  
दिनांक/Date 29/9/14.....

S.No. 27(R)

No. Z-11016/1/2014-Adm. III  
Govt. of India/Bharat Sarkar  
Ministry of Labour & Employment/Shram Aur Rozgar Mantralaya



Shram Shakti Bhawan, Rafi Marg,  
New Delhi, dated 4<sup>th</sup> February, 2014

To

Head of Offices of all Attached, Subordinate & Autonomous Bodies under  
Ministry of Labour & Employment

Subject:- Circulation of Orders/Notifications and other material issued by DOP&T.

Sir/Madam,

I am directed to forward herewith a copy of Office Memorandum No A-36011/1/2013-Estt.(Res), dated 26.1.2014 of Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training, New Delhi for information and necessary action.

Yours faithfully,

(R.S.Meena)  
Section Officer

Encl: As above

Copy to:- Adm.I/Adm.II/ISH.I/ISH.II/ESAW.I/CLS.I/CLS.II/SS-I/SS- II/PAO(MS) /  
Coord.(MS).

के.ए.  
15-2  
SD/11



12/2  
JCT (P&A)

cc to: ICC (Part 1)



PCT

डा.सं. / Dy. No. 356/14  
दिनांक / Date 18/2/14

No.A36011/1/2013-Estt(Res)  
Government of India  
Ministry of Personnel Public Grievances & Pensions  
Department of Personnel & Training

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New Delhi dated 23<sup>rd</sup> January 2014

Subject: Brochure on reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes in services

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The brochure on reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes in services was last updated by Department of Personnel & Training in the year 2011. In this connection this Department's O.M No. No.A36011/1/2011-Estt(Res) dated 17/11/2011 refers.

2. A few instructions have since been issued on the subject. An updated brochure has now been prepared by the Reservation Division which includes all orders and instructions issued up to the year 2013. The brochure has been posted on the DoPT's website at "[persmin.nic.in](http://persmin.nic.in)" under 'OMs & Orders' → Establishment Reservation → Brochure on Reservation for SCs, STs and OBCs in Services. In this revised brochure, the relevant orders/instructions have been mentioned at the end of the concerned para/topic in each of the chapter. Further, the orders/instructions, referred in the brochure have also been hyperlinked to enable the reader to refer to them quickly.
3. As in the earlier brochure, this brochure also contains two parts. Part one of the brochures is self-contained and practically covers all aspects of the reservation in central services. However, relevant O.M's in para (2) should be referred to before taking decisions.
4. All Ministries/ Departments are requested to bring these instructions to the notice of all their Attached/Subordinate Offices as also the Public Sector Undertakings and Statutory Bodies, etc at the earliest.

  
(Sandeep Mukherjee)

Under Secretary to the Government of India

To

1. All Ministries/Departments of the Govt. of India
2. Ministry of Railways (Railway Board), Rail Bhavan, New Delhi
3. Supreme Court of India/Election Commission/ Lok Sabha Secretariat/Rajya Sabha Secretariat/Cabinet Secretariat/Central Vigilance Commission/President's Secretariat/Prime Minister's Office/ Planning Commission.
4. National Commission of Scheduled Castes/ National Commission of Scheduled Tribes
5. Union Public Service Commission, Dhoolpur House, Shahjahan Road, New Delhi
6. Staff Selection Commission, CGO Complex, Lodhi Road, New Delhi

Adm-III  
dra-III Section Dy. No. 155  
4-2-14

Dr. Sandeep

3/2/14