

DELHI DEVELOPMENT AUTHORITY
RESERVATION CELL

No.F1 (04)2018/Resv. Cell/DDA/54

Dated: 31-05-2018

C I R C U L A R

To keep a watch on the interest of the persons belonging to the SCs, STs, OBCs and Persons with Disabilities regarding reservation policy, service safeguards, exemptions/concessions admissible to them, SC/ST Cell renamed as "RESERVATION CELL" in the Personnel Department, Room No.B-704, B-Block, 7th floor, Vikas Sadan, New Delhi-110023 will function under Dy. Director (Reservation Cell) and under the overall administrative control of Commissioner (Personnel).

All complaints/representations/grievances received from SCs, STs, OBCs and Persons with Disabilities employees/persons in regard to service matters, reservation policy, exemption/concessions etc. admissible to them may be forwarded to the Dy. Director (Reservation Cell)/DDA. The Reservation Cell will be required to forward those complaints/representations/grievances to the concerned dealing section/branches for examination and appropriate action. The Cell will also be required to keep a track of all such complaints/representations/grievances and follow up their disposal. The Cell will also render necessary assistance to Liaison Officer for SCs and STs, Sh. S.K. Meena, Director (Housing) as well as Liaison Officer for OBCs, Sh. Surajit Jaradhara, Director(Building) in discharging their duties effectively.

This issues with the approval of the Competent Authority.



(BUDH RAM)

Dy. Director (Reservation Cell)

DD/Rec(P)

All Departmental Heads & Branch Officers of the DDA.