



सू. म. लघु एवं मध्यम उद्यम

Ph.(91-11)-23061544, EPABX-23022220, 23022221, 23022202 FAX: - (91-11)-23062315,23061726, 23061068, e-Mail- dcmsmehq@nb.nic.in

No.A-60015/2/2016-A(NG)

Dated: 24 May, 2016

The Director,  
All MSME-DIs/TCs.

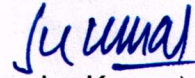
Sub: - Request for Information under Right to Information Act – 2005.

Sir,

I am hereby transferring RTI application Registration No. DOP&T/R/2016/80584 dated 21.03.2016 of Shri Umesh Kumar Mahilani, Vill Hirri PO Godam, Taj Sarangarh, Distt. Raigarh, Chhattisgarh-496450 received from DOP&T through Ministry of MSME on 23.05.2016 in this office under Section 6(3) of the RTI ACT, 2005, as the information is related to the concerned institute.

2. You are, therefore, requested to provide the requisite information to the applicant directly under intimation to this office.

Yours faithfully,

  
(Surender Kumar)  
CPIO

Encl: As above.

Copy for information to :

1. Shri Umesh Kumar Mahilani, Vill Hirri PO Godam, Taj Sarangarh, Distt. Raigarh, Chhattisgarh-496450.
2. Smt. Renu Kapoor, Section Officer & CPIO, Ministry of MSME, H.R. Section, Udyog Bhawan, New Delhi in reference to their letter No. A/50/80/2014-HR dated 06.05.2016.
3. The Assistant Director, Gr.II (RTI Cell), O/o DCMSME, New Delhi.
4. SENET Division for uploading on the website.



S. No. 20 (K)

✓ RTI CASE  
SPEED POST

No.A-50/80/2014-HR  
Government of India  
Ministry of Micro, Small & Medium Enterprises  
(HR. Section)

Udyog Bhawan, New Delhi.

Dated the April, 2016.

6 May

To

Shri Umesh Kumar Mahilani  
Vill Hirri Po Goadam,  
Taj Sarangarh,  
Distt. Raigarh, Chhattisgarh-496450.

**Subject:- Application under RTI Act, 2005.**

Sir,

With reference to your RTI application Registration No.DOP&T/R/2016/80584 dated 21st March, 2016 received from DoP&T on 11<sup>th</sup> April, 2016 in this Ministry, on the subject mentioned above. The reply is as under :-

Point No.	Information sought	Information Provided
1.	Have all the Ministries, Statutory Bodies, Attached Bodies and Every Undertaking under the Central Government prepared the reservation rosters with regard to the recruitment/appointment in different post under their offices. If yes please provide me the copies of such reservation rosters, wherever available.	The Ministry does not make any recruitment/appointment. Transferred to all office/organization under this Ministry under Section 6(3) of Right to Information Act-2005 for providing information (concerning them) directly to the applicant.
2.	Have all the Ministries/organisations, as indicated above posted the copies of such Reservation Rosters in their website.	NA in respect of Ministry (Proper). Transferred to all office/organization under this Ministry under Section 6(3) of Right to Information Act-2005 for providing information (concerning them) directly to the applicant.
3	In case the information is available in any web format like doc, pdf or online the same or the link thereof may kindly be emailed to me.	

2. You are also informed that if you are not satisfied with the above reply, you may appeal, relating to this, to the Appellate Authority – Shri L. Haokip, Director, Ministry of MSME, Room No. 123, Udyog Bhawan, New Delhi within 30 days from the receipt of this information.

Amr

Mapoor  
6/5/16  
(RENU KADUR)  
S.O. & CPID  
Ph. 23062210



41  
Copy to :- (i) Shri Debabrata Das, Under Secretary & CPIO, Deptt. of Personnel & Training, North Block, New Delhi with reference to their letter No.430114-12/2016-Estt (Res.-10 dated 5<sup>th</sup> April., 2016.

(ii) CPIO, NSIC Limited, NSIC Bhawan, Okhala Industrial Area, Phase-II, New Delhi. A copy of the application of Shri U.K. Mahilani dated 21-3-16 is enclosed herewith.

(iii) CPIO, National Institute for Micro, Small & Medium Enterprises (NIMSME), Yusuf Gauda, Hyderabad-500045. A copy of the application of Shri U.K. Mahilani dated 21<sup>st</sup> March, 2016 is enclosed herewith.

(iv) CPIO, Khadi & Village Industries Commission, 3 Irla Road, Vile Parle (West), Mumbai-400056. A copy of the application of Shri U.K. Mahilani dated 21<sup>st</sup> March, 2016 is enclosed herewith.

(v) CPIO, Coir Board, Coir Board, 'Coir House' M.G. Road, Ernakulam, Kochi-682016. A copy of the application of Shri U.K. Mahilani dated 21<sup>st</sup> March, 2016 is enclosed herewith.

(vi) CPIO, Mahatma Gandhi Institute for Rural Industrialization (MGIRI), Maganwadi, Wardha, Maharashtra-442001. A copy of the application of Shri U.K. Mahilani dated 21<sup>st</sup> March, 2016 is enclosed herewith.

(vii) Director (Admn), Office of DC(MSME), Nirman Bhawan, New Delhi. A copy of the application of Shri U.K. Mahilani dated 21<sup>st</sup> March, 2016 is enclosed herewith.



No. 43011/4-12/2016-Estt. (Res-I)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
Establishment (Reservation-I) Section

North Block, New Delhi

Date: April 5, 2016

Shri Umesh Kumar Mahilani  
Vill Hirri Po Goadam, Tah Sarangarh  
Dis Raigarh, Chhattishgarh 496 450

Subject: Reg. No. DOP&T/R/2016/80584 dated 21/03/2016 – RTI Application

Sir,

Please refer to your RTI application dated 21/03/2016. It is noted that you have asked for reservation roaster.

2. In so far as Estt.(Res-I) division is concerned, it is informed that you may please refer to OM. No. 36012/2/96-Estt(Res) dated 02/07/1997, which is self-explanatory.

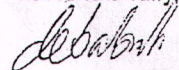
3. It is further informed that orders issued by DoPT on the subject of reservation are available in public domain on the website of this Department at <http://persmin.nic.in/dopt.asp> under OM and Orders – Estt. (Reservation). You may also refer to the Brochure on Reservation for SC, ST and Other Backward Classes in Services, which is also available on the website.

4. As regards preparation of Reservation Roaster, posting of such reservation roasters, on the website by all Ministries/Departments, the Statutory Bodies, Attached Bodies and every undertaking under the Central Government and other information in this matter, Your application is being transferred to the CPIO, of all the Ministries/Departments under section 6(3) of RTI Act for providing information directly to you.

5. Please note that as per the Right to Information Act, 2005, CPIO is required to provide information as available with him in the form of O.M., Notifications, rules, regulations, orders, letters and circulars etc. Queries/ clarification or interpretation of information is outside the purview of the Right to Information Act, 2005. The CPIO is not supposed to create information or to interpret information.

6. As per Section 19 of the RTI Act, 2005, if you are not satisfied with the reply given by the CPIO, you may file an appeal within 30 days of the issue of this order to the first Appellate Authority, namely, Shri G. Srinivasan, Deputy Secretary (Reservation), Department of Personnel and Training, North Block, New Delhi-110001.

Yours faithfully,



(Debabrata Das)

Under Secretary to the Govt. of India & CPIO

Tele: 23092110

Copy to- (along with a copy of RTI application dated 15/03/2016)

CPIO, RTI Cell, All the Ministries/Departments



## RTI REQUEST DETAILS

Registration No. : MDP&amp;T/2016/5684

Date of Receipt : 21.02.2016

Remarks : Application is transferred under section 6 (3) (II) of RTI Act 2005 as the subject matter closely related to your Department.

Type of Receipt : Electronically Transferred From  
Other Public Authority

Language : English  
of Request :

Name : Umesh Kumar Mahilani

Gender : Male

Address : Vill Hindi PO Goudam, Tah Sarrangpur Dist Balgarh, Chhatisgarh,  
Pin:496450

State : Chhattisgarh

Country : India

Phone No. : 9301727212

Mobile No. : 9301727212

Email : mahilaniumesh@gmail.com

Status(Rural/Urban) : Rural

Education  
Status :

Letter No. : Details not provided

Letter Date : Details not  
provided

Is Requester Below  
Poverty Line ? : No

Citizenship : Indian  
Status

Amount Paid : 0 (Received by Department of  
Administrative Reforms & P.G.)

Mode of Payment : Gateway  
Payment

Does it concern the life or  
Liberty of a Person ? : Not Normal

Request : Debabrata Das,  
Pertains to : US (Est. Res. 1)

To :  
The Public Information Officer,  
DAPRG Govt of India  
Sub : Application under Right to Information Act 2005

Respected sir  
Please provide me the following information under the RTI Act 2005 :

I. Have all the Ministries, Statutory Bodies, Attached Bodies and Every Undertaking under the Central Government prepared the Reservation rosters with regard to the recruitment/appointments in different posts under their offices

If yes, Please provide me with the copies of such reservation rosters, wherever available.

In case any/some have not prepared it kindly convey me their name and position in it is regard.

24/17



1. Have all the Ministries, Departments, Organizations, etc. indicated above, prepared the Reservation Rosters with regard to the recruitment/appointments in different posts under their offices.

If yes, Please provide me with the copies of such reservation rosters, where, for me, if I like.  
In case any of them have not prepared it fully, specify me their name and position in this regard.

2. Have all such Ministries, Organizations, etc. indicated above, posted the copies of such Reservation Rosters in their websites.

### Information Sought

Please indicate the status with respect to each organizations. If they have done so, kindly provide me the web-address link of such information. In case any or some Ministries/Departments/Organizations have not done so, it may kindly be indicated.

3. In case the information is available in any web format like doc, pdf or online the same or the link thereof may kindly be emailed to me.

In case, any of the above information sought is not available with DAPRG, This application may kindly be forwarded to all the concerned Public Information Officers of those Ministries/Departments/Organization/Undertakings etc under Section 6 of RTI Act 2005.

I hereby declare that I am a citizen of India and seek the above information in public interest without any personal bias. I also pay hereby the requisite fee of Rs 10 only for this application.

With thanks and regards

Yours sincerely,

Umesh Kumar Mahilani

Email mahilanumesh@gmail.com

Mobile NO 9301727212

To,

The Public Information Officer,

DAPRG Govt of India

Sub: Application under Right to Information Act 2005

Respected sir,

Please provide me the following information under the RTI Act 2005:

1. Have all the Ministries, Statutory Bodies, Attached Bodies and Every Undertaking under the Central Government prepared the Reservation rosters with regard to the recruitment/appointments in different posts under their offices.



सं / No 04/04/2016-EO(PR)  
भारत सरकार  
Government of India  
मंत्रिमंडलीय नियुक्ति समिति का सचिवालय  
Secretariat of the Appointments Committee of the Cabinet  
कामिक एवं प्रशिक्षण विभाग  
Department of Personnel & Training  
स्थापना अधिकारी का कार्यालय  
Office of the Establishment Officer

नॉर्थ ब्लॉक, नई दिल्ली  
North Block, New Delhi  
दिनांकित / Dated : 05.04.2016

कार्यालय ज्ञापन  
OFFICE MEMORANDUM

Subject:- Online filing of PAR by IAS officers – issue of instructions regarding DSC – reg.

The undersigned is directed to refer to then Secretary, DoPT's D.O.No.4/2/13-EO(PR) dated 31.10.2013 addressed to all Secretaries in the Government of India and the then Establishment Officer's D.O No.4/2/213-EO(PR) dated 09.10.2013 addressed to all Chief Secretaries in the State Governments regarding e-filing of APARs and the procedure to be followed for obtaining Digital Signature Certificate (DSC) for IAS officers. The DSCs are also required for submission of Returns of Assets and Liabilities under the Lokpal Act. It is understood that many of the DSCs issued to the officers have either already lapsed or will be lapsing in the near future.

2. In this connection, the procedure for getting the DSCs issued and rates for the same are available on NICS website <http://nicsi.com> under the link <http://nicsi.com/showfile.asp?lid=67&EncHiddd=> and are encapsulated as under:-

- Client organisations will request for Proforma Invoice from NICS via E-Mails to [nicsi-pi@nic.in](mailto:nicsi-pi@nic.in) specifying requirement, i.e. the number and class of DSC/Token for DSC required.
- PI Division of NICS will provide the Proforma Invoice and mandatory User Information sheet to the organisation at its email id.
- Organisation concerned will transfer the Invoice value through cheques/ RTGS/ NEFT and follow it up by sending back the filled up and signed User Information Sheet. User Information Sheet which is mandatory must be sent to [dscproj-nicsi@nic.in](mailto:dscproj-nicsi@nic.in) email id also.
- NICS, on receipt of the User Information Sheet will reconcile the payment received, initiate the project and place order on the vendor.
- The vendor will contact the concerned Organisation, collect the mandatory documents like photograph, identity & address proof etc before servicing the request.
- After the client organisation certifies the satisfactory provision of the service the bills of the vendor will be submitted to NICS and payments released by NICS.



- 2 -

- g) The support services would be provided by the vendor to the client organisation during the validity of the services.

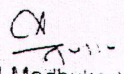
3 It may be noted that for the purpose of filing PARs, as well as Assets and Liabilities Returns, Class 2 certificates are to be obtained. The charges incurred in obtaining/renewal of the DSC would be borne by the concerned State Governments/Ministries/Departments or the Organisation where the IAS officer may be working at the relevant point of time. At present, the approved indicative rates for fresh issue of DSC Class-2 are as under which are, however, liable to change and are exclusive of applicable taxes :-

Token Cost	Rs.528/-
Class 2 DSC charges	Rs.453/- (validity 2 years)

NICSI has also indicated that the exact rates would depend on the desired quantity.

4. All the State Governments/Ministries/Departments are requested to take immediate steps for renewal/obtaining of DSC to ensure timely filing of PARs and Assets & Liabilities Returns. The procedure as outlined above shall also be followed for any future requirement for issue of fresh DSC/renewal of DSCs. For any further clarifications, please contact Shri B. Ravi Kumar, Technical Director, NIC, DoPT (Tele: 23040399, e-mail: [bravi@nic.in](mailto:bravi@nic.in)).

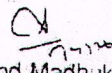
5. This issues with the concurrence of IFD and approval of Secretary(P).

  
(Anand Madhukar)  
Director (ACC)  
2309 2272

1. All Secretaries of all the Departments/Ministries of the Government of India (as per list enclosed.)
2. All Chief Secretaries of all the States/UTs (as per list enclosed.)

Copy to :

1. The President's Secretariat, New Delhi
2. The Prime Minister's Office, New Delhi.
3. The Cabinet Secretariat, New Delhi.
4. The Rajya Sabha Secretariat, New Delhi.
5. The Lok Sabha Secretariat, New Delhi.
6. Election Commission, New Delhi.
7. Central Vigilance Commission, New Delhi.
8. O/o Comptroller & Auditor General, New Delhi.

  
(Anand Madhukar)  
Director (ACC)  
2309 2272