



वसुधैव कुटुम्बकम्
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संघ राज्य प्रशासन, लद्दाख

सामान्य प्रशासन विभाग

THE ADMINISTRATION OF
UNION TERRITORY OF LADAKH

GENERAL ADMINISTRATION
DEPARTMENT

F.No: T-11/1/2020-GAD SEC

ई-मेल/email: pstocomsecutl@gmail.com

यूटी सचिवालय, लेह /UT Secretariat, Leh,

Dated: -13 .01.2023.

Subject: - Online Workshop on Reservation Roster & Maintaining Roster Register focussing on horizontal reservation system- Deputation of Officers/Officials by Departments thereof.

**Order No: -12-LA (GAD) of 2023,
Dated: -13.01.2023.**

The Social & Tribal Welfare Department in collaboration with Institute of Secretariat Training & Management (ISTM), New Delhi is organizing a one day **"Online Workshop on Reservation Roster & Maintaining Roster Register-focusing on horizontal reservation"** on **17th January,2023**.

In the above context, **it is hereby ordered, that:**

1. All the Departments shall depute their concerned Officers/officials dealing with establishment matters (i.e referral of posts/recruitment process etc.) for the **"Online Workshop on Reservation Roster & Maintaining Roster Register-focusing on horizontal reservation"** being organized by the Social & Tribal Welfare Department in collaboration with Institute of Secretariat Training & Management (ISTM), New Delhi on **17th Januray,2023**.
2. The concerned Officers of the Administrative Departments i.e Deputy Secretaries/Under Secretaries/OSDs working in the Secretariat shall attend the online workshop from Conference Hall, Moonland, Leh.

3. The concerned District Officers/Officials working in Offices of the Deputy Commissioners/HoDs and dealing with establishment matters (i.e referral of posts/recruitment process etc.) shall attend the workshop from the respective D.C Offices Conference Hall.
4. All Administrative Secretaries/Deputy Commissioners/HoDs shall ensure participation of the concerned Officers/Officials dealing with establishment matters (i.e referral of posts/recruitment process etc.) of their respective Departments in the workshop and convey the list of participants to the Social & Tribal Welfare Department by or before **14.01.2022**. The Social & Tribal Welfare Department shall prepare the final list of participants and conduct the training accordingly.
5. NIC, Leh/Kargil shall ensure all the all the required IT support at the venues for smooth running of the online workshop in coordination with Social & Tribal Welfare Department.
6. The Deputy Commissioners/CEO, LAHDCs and the Join Director Hospitality & Protocol shall reserve the Conference Halls of their respective offices for the workshop and ensure proper seating/electricity/heating arrangements as may be required, in the conference halls in coordination with the Nodal Department i.e Social & Tribal Welfare Department.
7. Social & Tribal Welfare Department (Nodal Department) shall depute their Nodal Officers at the venues for coordinating the training programme.

By order of the Administration of UT, Ladakh.

Sd/-

अजीत कुमार साहू, आईएएस/Ajeet Kumar Sahu, IAS

आयुक्त/ सचिव/Commissioner/ Secretary,
General Administration Department.

Copy to the: -

1. All Administrative Secretaries.
2. Joint Secretary (Jammu, Kashmir & Ladakh), Ministry of Home Affairs, Government of India.

3. Commissioner/Secretary, Hospitality & Protocol Department.
4. Commissioner/Secretary, Social & Tribal Welfare Department.
5. Divisional Commissioner, Ladakh.
6. Secretary to Lieutenant Governor.
7. Deputy Commissioners/CEOs, LAHDC, Leh/Kargil.
8. All Heads of the Departments.
9. Director, ISTM. New Delhi
10. Joint Director Hospitality & Protocol.
11. Deputy Resident Commissioner, Ladakh at New Delhi.
12. Technical Director, NIC, Leh.
13. OSD to Lieutenant Governor for information of the Hon'ble Lieutenant Governor.
14. DIO, NIC, Leh/Kargil.
15. Pvt. Secretary to Advisor, Ladakh for information of the Advisor.
16. Superintendent Archive, Archaeology & Museums.
17. Pvt. Secretary to Commissioner/Secretary, General Administration Department for information of the Commissioner/Secretary.
18. Order/Stock file (w.2.s.c)/e-file No.

(जाकिर हुसैन/Zakir Hussain) JKAS,

प्रशासन के उप सचिव/Deputy Secretary to the Administration.