



**ESTABLISHMENT ORDER NO. 57/2014**


**DATED : 20.11.2014**

**Sub: Estt : Appointment of Liaison Officer for the Welfare of SC / ST Employees - year 2014-Matter regarding.**

As Shri T.G. Rathod, Deputy Commissioner, Liaison Officer has been transferred to Central Excise, Ahmedabad Zone, therefore, in pursuance of instructions contained in Department of Personnel, New Delhi's O.M.No. 27/4 (ii)70-Estt(SCT), dated 02/09/70 and O.M.No.36013/6/81 Estt (SCT), dated 07/12/81, Shri M.P. Meena, Deputy Commissioner(P&V), Customs, Ahmedabad, is hereby nominated as Liaison Officer in Customs Commissionerate, Ahmedabad, with immediate effect for looking after the work relating to the representation of Scheduled Castes, Scheduled Tribes and Other Backward Classes in all Establishments of Customs Commissionerate, Ahmedabad. He will be responsible for ensuring that the instructions contained in the Brochure on Reservation for SC/ST/OBC in services (IV Edition) and other orders issued from time to time are strictly complied with :

2. He will be specifically responsible for the following :-

- (i) To ensure the compliance by the subordinate authorities with the reservations orders and other benefits admissible to SC/ST/OBC.
- (ii) To scrutinize and ensure prompt submission of the prescribed annual statement by the appointing authorities to the Ministries / Departments and consolidation of the annual statements and sending such consolidated statement to the Department of Personnel and Training.
- (iii) To scrutinize properly all proposals for de-reservation and to certify after due satisfaction that such de-reservations are inevitable and that all steps prescribed in this regard have been faithfully taken.
- (iv) To liaise between the Ministries / Departments/ Attached and subordinate offices and the Department of Personnel for supply of required information, answering queries and clearing doubts.
- (v) To conduct annual inspection of the rosters maintained, keeping a record of such inspection (Pro-forma for inspection of Rosters given in Appendix 10).
- (vi) To extend necessary assistance to the Commissioner for discharge of his duties and functions in relation to welfare of SCs / STs / OBCs.

  
(CAPT. SANJAY GAHLOT)  
COMMISSIONER OF CUSTOMS  
AHMEDABAD