



इण्डियन एसोसिएशन फॉर द कल्टिवेशन ऑफ साइंस
INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE

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**Report on the 2nd Annual Meet/Interactive Session(s) of the Heads of the Administration in
Autonomous Bodies under Department of Science & Technology, Govt. of India**

1. Introduction

The 2nd Annual Meet of Administrative Heads/Registrars of Autonomous Bodies (ABs) under the Department of Science and Technology (DST) was convened to address critical administrative, legal, and regulatory challenges. The Competent Authority of IACS had nominated Smt. Sarbani Saha, Registrar, IACS and Shri Sohag Kumar Patra, Assistant, Administration to attend this event. This report summarizes the proceedings and key mandates established during the two-day conference held at Raman Research Institute, Bengaluru. It was followed by a one-day excursion to Mysuru.

2. Day-1 Proceedings (25.04.2026)

2.1 Welcome Address



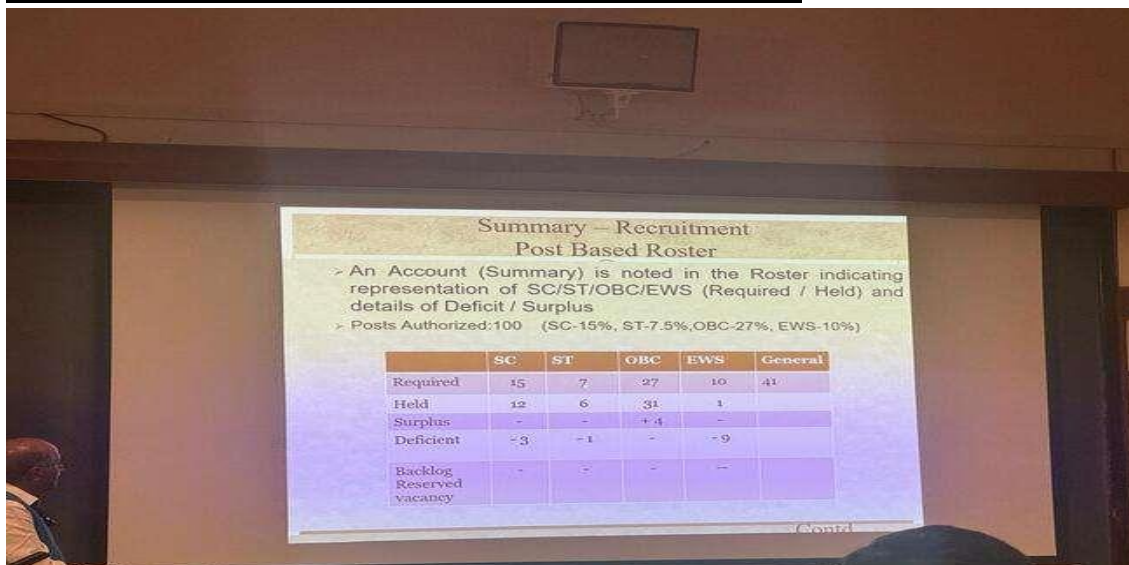
The conference was formally inaugurated with a welcome address by Shri Sunil Kumar, Additional Secretary & Head AI Division, DST. In his address, Shri Kumar emphasized the pivotal role of administrative leadership in fostering excellence within scientific institutions. He highlighted the need for strict adherence to the modernization in administrative workflows in all the Autonomous Bodies to support the AI Division's growing infrastructure needs.

2.2 Vigilance & Departmental Enquiry



Sh. S.K. Shrivastava, Ex- Chief Administrative Officer, DRDO, delivered an extensive lecture on Vigilance and Departmental Enquiry. The key focus areas included the CCS (CCA) Rules, the methodology for conducting unbiased departmental enquiries, and the importance of timely disposal of disciplinary cases to maintain institutional integrity. He further emphasized that while conducting any such enquiry, it must be ensured that the Disciplinary Authority provides ample opportunity to the Charged Official to present his case under the principle of natural justice.

2.3 Reservation Rules with Focus on Scientific Cadres



Summary – Recruitment
Post Based Roster

> An Account (Summary) is noted in the Roster indicating representation of SC/ST/OBC/EWS (Required / Held) and details of Deficit / Surplus

> Posts Authorized:100 (SC-15%, ST-7.5%,OBC-27%, EWS-10%)

	SC	ST	OBC	EWS	General
Required	15	7	27	10	41
Held	12	6	31	1	
Surplus	-	-	+4	-	
Deficient	-3	-1	-	-9	
Backlog					
Reserved vacancy					

The next session was regarding the adoption and implementation of Post-Based Reservation Rosters. The discussion included ensuring vertical and horizontal reservation is maintained by the Institutes in the recruitment policy in line with the extant DoPT guidelines. It must be ensured that meritorious reserved category candidates are adjusted against Unreserved (UR) points. Further, there was a detailed discussion on ensuring appropriate reservation of PwBD candidates.

3. Day-2 Proceedings (26.04.2026)

3.1 PoSH Act Compliance



Ms. Kanti Joshi led a session on the 'Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013'. The administrative heads were briefed on the statutory requirement of active Internal Committees (IC) and the protocols for handling complaints sensitively and legally.

3.2 Handling Legal Cases, RTI & LIMBS



Sh. S.K. Shrivastava provided insights into handling Legal Cases and RTI requests. A significant portion of the session was dedicated to the Legal Information Management & Briefing System (LIMBS). The administrative heads were advised to ensure all pending cases in Tribunals (CAT) and Courts are updated on the portal to facilitate real-time monitoring by the Ministry.

4. Infrastructure Projects & Concluding Session



Shri Rohit Kumar, Director, AI Division, concluded the meet with a lecture on 'Infrastructure Projects,' focusing on procurement through GeM and the execution of civil/scientific infrastructure works in a time bound manner. The meet ended with this concluding session followed by a group photo session.

5. Day-3 Proceedings (27.04.2026)





One Day Excursion to Mysuru

RRI Bengaluru organized a one-day excursion to Mysuru for the DST officials and administrative representatives of various autonomous bodies who attended the meet. The guided tour covered the history of the city and the state of Karnataka, featuring visits to the newly opened Payana Car Museum and the historically rich Mysuru Palace.

Prepared By:

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