

Government of India  
Department of Space  
**INDIAN INSTITUTE OF SPACE SCIENCE AND TECHNOLOGY**  
(Declared as deemed to be University under Section 3 of the UGC Act 1956)  
Valiamala PO, Thiruvananthapuram 695 547

IIST:DIR:2024

November 06, 2024

**OFFICE ORDER No.800**

Sub: Re-Constitution of SC/ST Cell and Advisor Committee – reg.

**I. SC/ST CELL**

With reference to the Office Order No.450 dated 10.08.2016, SC/ST cell is reconstituted as under to resolve all the affairs and problems related to SC/ST employees and students of the Institute:

- |  |                               |
|--|-------------------------------|
| • Dr. Raju K George (Dean (SA, SW & OR))       | - Chairman                    |
| • Dr. Seena V                                  | - Member                      |
| • Dr. P. Chakravarthy                          | - Member                      |
| • Dr. K. Sakthivel                             | - Member                      |
| • Shri. M Narasimha Murthy                     | - Member                      |
| • Shri. V. Satish Kumar                        | - Member                      |
| • Shri T S Thilakan                            | - Member                      |
| • Shri. Pradeep Kumar K R                      | - Member                      |
| • Shri A. Abdunnasar, Liason Officer for SC/ST | - Member Secretary / Convenor |

The SC/ST Cell shall:

- a) Look into reservation of SC/ST students in admission to Undergraduate and post Graduate courses in the Institute as per UGC guidelines.
- b) Look into reservation of SC/ST employees in the posts/cadres wherever applicable as per the orders, rules and regulations of Department of Space/ISRO.
- c) Deal with representations and discriminating complaints received from the SC/ST Students/Teachers/Non-Teaching staff regarding their admission, recruitment, promotion and other similar matters and submit remedial recommendations thereof to Registrar and maintain a complaint register.
- d) Make suggestions/recommendations to provide congenial atmosphere in the campus to SC/ST students to concentrate on their studies for their successful passing in the examinations.

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- e) Function as a Grievances Redressal Cell for the grievances of SC/ST students and employees of the Institute and render them necessary help in solving their academic as well as administrative problems.
- f) Focus on activities to promote higher education among these two communities suffering economic, social and educational deprivations.
- g) Liaison with Heads of Departments in all discipline to provide post admission orientation and capacity building sessions to SC/ST students.
- h) Organise Dr. B R Ambedkar Birthday celebrations & anniversary Programmes. SC/ST Cell may meet as often as possible depending on the situation and the need.

## **II. ADVISORY COMMITTEE**

For effective implementation of policies and programmes for the welfare of the SC/ST employees and students in the Institute, an Advisory Committee is constituted as under:

- |                              |   |          |
|------------------------------|---|----------|
| 1. Director                  | - | Chairman |
| 2. Registrar                 | - | Member   |
| 3. All the Deans             | - | Members  |
| 4. All the HoDs              | - | Members  |
| 5. Liaison Officer for SC/ST | - | Convenor |

Advisory Committee will, inter-alia, review capacity building programmes for SC/ST students for their successful passing in examinations and for other related issues.

  
(Dipankar Banerjee)  
Director

To: Chairman and Members of SC/ST Cell ~~Director~~  
Chairman and Members of Advisory Committee

Cc: Deans/Assoc.Deans/HoDs/Officers

Standard circulation.