

Reservation Roster

A **Reservation Roster** is a document or a system used to implement and track the reservation policies in educational institutions, organizations, or government offices as per the guidelines set by the government. It provides a systematic way to ensure that reserved categories (such as Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC), and other similar categories) are given their due share of seats or positions in admissions, recruitment, or other services.

Reservation Roster in Bahra University

At **Bahra University**, the **Reservation Roster** would be implemented as per the **Government of India's Reservation Policy** for admissions to various academic programs and faculty recruitment. The roster would ensure that seats in undergraduate, postgraduate, and other programs are reserved in compliance with the applicable laws, helping to promote social justice and equal opportunities for students and staff from marginalized communities.

Key Components of a Reservation Roster

1. Categories of Reservation:

- **SC (Scheduled Castes)**
- **ST (Scheduled Tribes)**
- **OBC (Other Backward Classes)**
- **EWS (Economically Weaker Section)**
- **PwD (Persons with Disabilities)**

These categories are eligible for a certain percentage of reserved seats in academic programs and job positions in accordance with government guidelines.

- #### **2. Systematic Roster Design:**
- The reservation roster is created based on the **number of seats** available in a particular course or position. For example, if there are 100 seats in a program, a portion of these seats would be allocated to each reserved category. The university would ensure that the reservation roster is maintained and updated regularly to reflect changes in policies or seat availability.

3. Vertical and Horizontal Reservation:

- **Vertical Reservation:** This refers to the reservation within the broader categories (SC, ST, OBC, etc.), ensuring a specific percentage of seats are allocated to these groups.
- **Horizontal Reservation:** This pertains to special categories within the reserved categories, like **PwD (Persons with Disabilities)** or **EWS (Economically Weaker Sections)**, and their placement within the roster.

4. **Roster Maintenance:** The university would maintain and update the **Reservation Roster** at the time of admission and recruitment. The roster ensures that each reserved category gets their due share based on merit and availability of seats.
5. **Implementation in Admission and Recruitment:**
 - In **admissions**, the reservation roster would be used to allocate seats to students based on the merit list while ensuring compliance with the reservation policy. The roster would allocate seats to **SC, ST, OBC**, and **EWS** categories based on the available percentage of reserved seats.
 - In **faculty recruitment** or **staff appointments**, the reservation roster would be used to assign positions to candidates from the reserved categories, ensuring fair representation in university staff.
6. **Monitoring and Compliance:**
 - The **Admission Office** and **Human Resources (HR) Department** would be responsible for ensuring that the reservation roster is followed and that seats or positions are filled according to the reserved category.
 - The university would periodically review and verify the reservation roster to ensure compliance with legal standards and government directives.
7. **Reservation Roster Transparency:** The **Reservation Roster** would be publicly accessible, allowing students and faculty to track the reserved categories for specific programs or positions. This would promote transparency and reduce misunderstandings related to the reservation system.