

**Department of Personnel and Administrative Reforms O.M. No.16/5/74-  
Estt.SCT,**

**dated the 11<sup>th</sup> June, 1974, to all Ministries/Departments, etc.**

**Subject :—Reservations for Scheduled Castes and Scheduled Tribes in services—period of carrying forward of such reservations.**

The undersigned is directed to invite the attention to the instructions contained in the Ministry of Home Affairs (now Department of Personnel & A.R.) O.M. No. 1/4/64-SCT(I) dated the 2nd September, 1964 and No. 27/25/68-Estt.(SCT) dated the 25th March, 1970, which provide, *inter-alia*, that vacancies reserved for Scheduled Castes and Scheduled Tribes which are not filled up due to non-availability of candidates belonging to these communities are required to be carried forward to subsequent three recruitment years. For this purpose, recruitment year means a calendar year and for the purpose of three years limit for carry forward of reserved vacancies, it means a year in which recruitment is actually made.

2. The Commissioner for Scheduled Castes and Scheduled Tribes has made the following recommendation in his Report for the year 1970-71 :

**"Recommendation No. 56 :**

The rationale behind carrying forward of vacancies for the three years is that during each year of the "Carry-forward" some attempt must be made to secure a suitable Scheduled Caste/Tribe candidate for the reserved vacancy, so that the vacancy is not allowed to lapse. If no attempt has been made at all during a particular recruitment year, it cannot be legitimately treated as a recruitment year, for the purpose of carrying it forward. For these reasons, it is hoped that the Department of Personnel will reconsider their stand and agree to treat such recruitment years during which only a single vacancy arose and filled as unreserved will not be effective year for the purpose of carrying the vacancy forward."

This recommendation has been considered in this Department and accepted. It has therefore been decided that with effect from the calendar year 1974, a recruitment year during which only a single vacancy arose and hence it has to be treated as unreserved need not be counted as an effective year towards the period for which a reserved vacancy is to be carried forward. Accordingly, if a vacancy arising, say, in the year 1974 is reserved for Scheduled Castes/Scheduled Tribes and no suitable candidate of the appropriate community is forthcoming, the reservation would be carried forward to the next three effective recruitment years which will be determined after ignoring the years in which either no recruitment takes place or no reservation can be made for Scheduled Castes/Scheduled Tribes because of a single vacancy arising in those years.

3. Ministry of Finance etc. are requested to bring the above decision to the notice of all authorities under them, including the public sector undertakings, and semi-Government bodies with which they are administratively concerned.