

**Ministry of Home Affairs O.M. No.16/8(I)/66-Ests.(C),  
dated the 25<sup>th</sup> January, 1967, to all Ministries/Departments, etc.**

*Subject* :—Reservations for Scheduled Castes and Scheduled Tribes in services—Administrative inspections—Performance in filling reserved quota—

The Seminar on employment of Scheduled Castes and Scheduled Tribes held at New Delhi in February 1964 under the auspices of the Planning Commission had *inter alia* made the following recommendations.

**Recommendation No. 20**

“Normal administrative inspections should also give specific attention to the performance on the part of the office in filling up the reserved quotas and the inspection report should make specific mention of the position in the regard.”

In his Report for the year 1963-64, the Commissioner for Scheduled Castes and Scheduled Tribes has also invited attention to the above recommendation of the Seminar *vide* Commissioner's recommendation No. 273.

2. The above recommendation has been considered in this Ministry and has been accepted. Ministry of Finance etc. are, therefore, requested to take necessary steps and to issue suitable instructions to the attached and subordinate offices under them so as to ensure that the normal administrative inspections which are carried out periodically, give an assessment of the performance of the office concerned in the matters of strict observance of the orders regarding reservation for Scheduled Castes and Scheduled Tribes and in filling vacancies reserved for these communities. The forms of administrative inspections prescribed, if any may also be suitably amended so as to include columns for giving assessment of the performance of the office in the matter referred to above.

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