

**Ministry of Home Affairs O.M. No.7/2/55-SCT,
dated the 14th October, 1955, to all Ministries/Departments, etc.**

MINISTRIES ETC.

With reference to para 3 of the Ministry of Home Affairs Resolution No. 42/21/49-NGS, dated the 13th September, 1950, the following decisions have been taken regarding the reservation for Scheduled Castes and Scheduled Tribes in local or regional recruitment to Class III and Class IV services and posts made otherwise than through the Union Public Service Commission :—

- (1) Except in Delhi, where the percentages of reservation prescribed for recruitment on an all-India basis should be followed, the reservation will be based generally on the proportion of the population of Scheduled Castes and Scheduled Tribes in the State. A statement indicating the number of posts to be reserved in each model roster of 40 vacancies is attached.
- (2) Where recruitment is made for circles or regions consisting of more than one State, the percentages will be fixed taking into account the proportion of the population of Scheduled Castes and Scheduled Tribes in the entire circle or region. In calculating the number of vacancies to be reserved in each model roster of 40, fraction below 0.3 will be ignored and fractions of 0.3 or over will be rounded to the next higher integer. Thus if the population of Scheduled Castes in a region is 17% of the total population the number of vacancies to be reserved in a roster of 40 will be 7 (6.8 being rounded to 7).
- * (3) Irrespective of the proportion of Scheduled Tribes in the population of a State or circle or region Scheduled Tribes should be given a minimum reservation of 5% or two vacancies in each roster of 40. If sufficient number of candidates belonging to the Scheduled Tribes are not forthcoming for vacancies reserved for them, the vacancies should be filled by candidates belonging to Scheduled Castes in accordance with the Ministry of Home Affairs Office Memorandum No. 42/32/53-NGS, (SCT), dated the 7th December, 1954.

The model communal roster prescribed in the Office Memorandum No. 42/21/49-NGS dated the 28th January, 1952 should be modified, where necessary, in the light of the instructions contained in para 1 above. The points for Scheduled Castes and Scheduled Tribes should be evenly distributed in the roster and should not in any case be relegated to a position which would delay the recruitment of Scheduled Castes and Scheduled Tribes.
