

**Ministry of Home Affairs O.M. No.14/12/67-Estt.(D),
dated the 10th April, 1968, to all Ministries/Departments, etc.**

Subject:—Vacancies reserved for Scheduled Castes, Scheduled Tribes and Ex-Servicemen.

As Ministry of Finance etc. are aware, certain percentages of vacancies filled by direct recruitment have been reserved for Scheduled Castes and Scheduled Tribes, *vide* Ministry of Home Affairs Resolution No. 42/21/49-NGS dated the 13th September, 1950. Some percentages of vacancies in Class III and IV posts filled by direct recruitment have also been reserved for Ex-Servicemen, *vide* Ministry of Home Affairs O.M. No. 14/26/64-Estt.(D) dated 4-7-1966. It has been brought to the notice of this Ministry that while notifying vacancies to Employment Exchange concerned, the fact that a particular vacancy is reserved for Scheduled Castes/Scheduled Tribes/Ex-Servicemen is sometimes not indicated in the requisition placed on the Employment Exchange, with the result that candidates who are eligible for the reserved vacancy are not sponsored by the Exchange. It is requested that while notifying vacancies to the Employment Exchange, *it should be clearly indicated in the requisition whether or not the vacancies are reserved for Scheduled Castes/Scheduled Tribes/Ex-Servicemen*. Even if a vacancy is unreserved, this should be specifically stated in the requisition. The above points may be brought to the notice of all the authorities concerned, who may also be instructed to intimate the results of submission made by the Employment Exchange *within a period of one month*. If any of the vacancies reserved for Scheduled Castes/Scheduled Tribes/Ex-Servicemen is not filled by a candidate of the respective category sponsored by the Employment Exchange, *specific* reasons therefor should be communicated to the Exchange.