

**Department of Personnel and Administrative Reforms O.M. No.16/2/74-
Estt.(SCT),
dated the 8th May, 1974, to all Ministries/Departments, etc.**

Subject :—Representation of Scheduled Castes and Scheduled Tribes in Services—Strict observance of the relevant reservation orders before making proposals for dereservation of reserved vacancies.

The undersigned is directed to invite a reference to the instructions contained in the Ministry of Home Affairs Office Memorandum No. 1/6/67-Estt. (SCT), dated the 20th September, 1967 (copy enclosed) regarding the procedure for dereservation of vacancies reserved for Scheduled Castes and Scheduled Tribes and to say that the Commissioner for Scheduled Castes and Scheduled Tribes recommended in his Report for the year 1970-71 in recommendation No. 55 that the Department of Personnel and Administrative Reforms of the Government of India should issue strict instructions for ensuring compliance by the appointing authorities concerned with the reservation orders before a reserved vacancy is proposed for dereservation. The above recommendation has been accepted and accordingly the Ministry of Finance etc. are requested to ensure that before a reference is made by them to this Department for dereservation of reserved vacancy(ies) included in the roster for permanent appointments and temporary appointments likely to become permanent or to continue indefinitely, all the steps prescribed to secure Scheduled Castes/Scheduled Tribe candidates for appointment against these reserved vacancies are invariably taken and fully followed by the appointing authority concerned and that the claims of eligible candidates of these communities have been duly considered. Dereservation should be proposed only when such a course becomes inevitable due to non-availability of Scheduled Castes/Tribes candidates for appointment against reserved vacancies after having fully observed the procedures prescribed in this behalf. These procedures are detailed (i) in respect of posts filled by direct recruitment, in paras 26 to 31 of the Brochure on Reservations for Scheduled Castes and Scheduled Tribes, 3rd edition, 1972 and (ii) in respect of posts filled by promotion, in Ministry of Home Affairs Office Memorandum No. 1/12/67-Estt. (C) dated 11-7-1968 and Department of Personnel Office Memorandum No 27/2/71-Estt. (SCT) dated 27-11-1972. Similarly, care should also be taken by the Ministries/Departments before vacancies reserved for Scheduled Castes/Scheduled Tribes included in the roster for purely temporary appointments which have no chance of becoming permanent or continuing indefinitely, are dereserved by them in accordance with the orders in the Ministry of Home Affairs Memorandum No. 31/10/63-SCT (I), dated the 27th March, 1963.