

Department of Personnel and Administrative Reforms O.M. No.28/14/74-Estt.(SCT), dated the 12th July, 1976, to all the Ministries/Departments, etc.

Subject:—Dereservation of vacancies reserved for Scheduled Castes and Scheduled Tribes Proforma for sending proposals for dereservation to the Department of Personnel and Administrative Reforms with copy to the Commissioner for Scheduled Castes and Scheduled Tribes.

The undersigned is directed to say that according to the instructions contained in the Ministry of Home Affairs Office Memorandum No. 31/10/63-SCT (I), dated the 27th March, 1963, whenever a vacancy reserved for Scheduled Castes or Scheduled Tribes which is included in the roster for permanent appointment and that for temporary appointments likely to become permanent or continue indefinitely, is to be dereserved, i.e. filled by a general candidate, prior approval of this Department is required to be obtained. Further, according to the instructions contained in the Ministry of Home Affairs, Office Memorandum No. 1/6/67-Estt, (C), dated the 20th September, 1967, all references for dereservation of vacancies reserved for Scheduled Castes and Scheduled Tribes have to be sent by the Ministry/Department concerned to this Department in a self-contained U. O. note or an Office Memorandum and a copy thereof is to be endorsed simultaneously to the Commissioner for Scheduled Castes and Scheduled Tribes, Ramakrishnapuram, New Delhi-22. The need for furnishing full details while furnishing proposals for dereservation of reserved vacancies was also emphasised in this Department Office Memorandum No. 16/1/72-Estt. (SCT), dated the 11th August, 1972 and No. 16/3/74-Estt. (SCT), dated the 26th April 1974. It has, however, been noticed that the proposals for dereservation sent to this Department do not always contain full details and they have to be obtained before the proposals for dereservation could be considered. To facilitate effective scrutiny with the least delay, of the proposals for dereservation in the originating Ministry/Department in this Department and in the Office of the Commissioner for Scheduled Castes and Scheduled Tribes, different proformae for sending proposals for dereservation to this Department have now been revised as follows, copies of which are enclosed.

- Proforma I (a):* For posts filled by direct recruitment through Union Public Service Commission.
- Proforma I (b):* For posts filled by direct recruitment through Employment Exchange etc.
- Proforma II:* For posts filled by promotion on the basis of selection/seniority-cum-fitness/limited departmental competitive examination.
- Proforma III:* For confirmation (in posts filled by direct recruitment only).

2. All proposals for dereservation should in future, be sent in the above referred proforma only, Also Ministries may kindly observe the following while sending proposals for dereservation :

- (i) Proposals for dereservation of reserved vacancies in respect of posts under attached/subordinate offices etc. should not be sent to this Department direct. Such proposals should be sent to administrative Ministry/Department who will examine the proposal and send them to this Department after satisfying itself that the prescribed procedure have been followed.
- (ii) A copy of the proposal (in the appropriate proforma) for dereservation should be endorsed simultaneously to the Commissioner for Scheduled Castes and Scheduled Tribes.

3. The Ministries already have powers to dereserve, by taking all the prescribed steps, purely temporary vacancies which have no chance whatever of becoming permanent or continuing indefinitely. Intimation of such dereservation is required to be sent to the Commissioner for Scheduled Castes and Scheduled Tribes. In this connection, attention is drawn to paragraph 2 of the Ministry of Home Affairs Office Memorandum No. 1/6/67-Estt. (C), dated the 20th September, 1967. The Commissioner for Scheduled Castes and Scheduled Tribes, has brought to the notice of this Department that he is frequently not getting this information from the Ministries/Departments. It is, therefore, requested that all the Ministries/Departments, may kindly ensure that the information regarding dereservation of purely temporary vacancies is sent to be Commissioner for Scheduled Castes and Scheduled Tribes. (in the appropriate proforma now prescribed in para 1 Supra) as enjoined in the Home Ministry's Office Memorandum quoted above.