

**Department of Personnel and Administrative Reforms O.M. No.36011/3/76-Estt.(SCT), dated the 22<sup>nd</sup> January, 1977, to all Ministries/Departments, etc.**

**Subject :—Reservation for Scheduled Castes and Scheduled Tribes in services—Derreservation and carrying forward of reservation.**

The undersigned is directed to refer to this Department's (Ministry of Home Affairs) Office Memorandum No. 8/1/69-Estt. (SCT), dated the 28th January, 1969 and to say that instances have come to the notice of this Department where prior approval of this Department for derreservation of reserved vacancies was not obtained before appointing general candidates against such vacancies on the assumption that unfilled reservation are only required to be carried forward and approval for derreservation is to be obtained in the third year of carry forward. It is clarified that a vacancy reserved for Scheduled Castes or Tribes for which a candidate belonging to that community is not available even after taking all the prescribed steps has first to be derreserved before filling it by a general candidate. Prior approval of this Department is necessary for derreservation of a reserved vacancy included in the roster for permanent appointments and temporary appointments likely to become permanent or to continue indefinitely. Reserved vacancies included in the roster for purely temporary appointments which have no chance of either becoming permanent or continuing indefinitely can be derreserved by the Ministries themselves after ensuring that the prescribed steps have been taken to secure Scheduled Caste/Scheduled Tribe candidates and that such candidates are still not available.

2. After a reserved vacancy is derreserved in accordance with the procedure mentioned in para 1 above, the reservation is to be carried forward to subsequent three recruitment years. The 'carry forward' of reservation means that in the subsequent year, an equal number of vacancies will be reserved in addition to the normal reservations becoming due in that year according to the roster. Any recruitment of Scheduled Castes/Scheduled Tribes candidates in such year of carry forward is first to be counted against the reservation brought forward from the previous years and then against the normal reservations accruing during the year. The procedure for derreservation mentioned in para 1 above should be followed every time when a vacancy which is treated as reserved, either on account of carried forward reservation or on account of a fresh reserved point in the roster, has to be filled by a general candidate due to non-availability of candidates belonging to Scheduled Castes or Scheduled Tribes, as the case may be. The reservation is due for getting lapse only after it is carried forward for three recruitment years. Approval of this Department is not necessary for the lapsing of the reserved vacancy at the end of the third year of carry forward.

3. As will be seen from para 2 above, an approval of this Department for derreservation, is necessary in respect of all vacancies treated as reserved in a particular recruitment either on account of carried forward reservations or on account of fresh reserved points in the roster, for which suitable candidates belonging to Scheduled Castes/Scheduled Tribes could not become available. The proposals for derreservation should be sent in the proforma prescribed in this Department's Office Memorandum No. 28/14/74-Estt. (SCT), dated the 12th July, 1976.