

**Department of Personnel and Administrative Reforms O.M. No.36012/7/77-Estt.(SCT),
dated the 21st January, 1978, to all Ministries/Departments, etc.**

Subject :-- Representation of Scheduled Castes and Scheduled Tribes in service--Appointments to posts filled by deputation or transfer.

The undersigned is directed to invite attention of the Ministry of Finance etc., to the instructions contained in the Ministry of Home Affairs O.M. No. 16/2/67-Estt.(C), dated the 27th September, 1967 according to which while no reservations are made for Scheduled Castes and Scheduled Tribes in posts filled by deputation or transfer, whenever a Ministry/Department etc. proposes to depute in the public interests, an officer serving in or under them to a post in or under another Ministry/Department etc., the Scheduled Castes/Scheduled Tribes employees serving in or under the former Ministry/Department who are eligible to be sent on deputation should also be duly considered along with other eligible employees for such deputation. These instructions were again brought to the notice of the Ministries/Departments etc., vide this Department's O.M. No. 36021/6/75-Estt.(SCT), dated 9-10-1975.

In continuation of these instructions, the Ministries/Departments under whose control the posts to be filled by deputation or transfer arise, are advised that they should also, in turn, while selecting persons for such post(s) to be filled by deputation or transfer, duly consider the cases of eligible Scheduled Castes and Scheduled Tribes employees whose names have been forwarded by other Ministries/Departments along with the other eligible employees, for appointment on deputation or transfer to those posts. Where the number of posts to be filled on deputation by any employing Ministry or Office is fairly substantial, the employing Ministries/Heads of Offices concerned should endeavour to see that a fair proportion of such posts are filled by employees belonging to Scheduled Castes/Scheduled Tribes, subject of course, to availability from the feeder categories of qualified persons belonging to these communities.

2. Ministries/Departments are also requested to furnish to this Department an annual statement (for each calendar year) in the attached proforma showing the number of Scheduled Castes/Scheduled Tribes appointed in posts filled by deputation in pursuance of the instructions. Ministries/Departments are further requested to send only one consolidated statement in respect of the Ministry/Department and all its attached and subordinate etc. offices. These statements may be made available to this Department by 30th April of each year in respect of the preceding calendar year.
