

**Department of Personnel and Administrative Reforms O.M. No.36024/1/78-(SCT),  
dated the 20<sup>th</sup> February, 1979, to all Ministries/Departments, etc.**

**Subject :—**Follow-up action in (i) special studies of offices/organisations under taken and (ii) complaints received by the Commissioner for Scheduled Castes and Scheduled Tribes in Service matters.

The undersigned is directed to invite a reference to this Departments Office Memorandum No. 36024/1/78-Estt(SCT) dated the 27th June, 1978, in which the Ministries/Departments etc. were requested to extend necessary assistance to the Commissioner for Scheduled Castes and Scheduled Tribes in connection with the Special Studies of rosters maintained and implementation of other orders regarding reservation for Scheduled Castes and Scheduled Tribes undertaken by the Organisation of the Commissioner for Scheduled Castes and Scheduled Tribes and also to reports on follow-up action on such studies to him and also send replies to references made by him as expeditiously as possible. While there is no doubt that the Ministries/Departments would be taking all necessary steps to send reports on follow-up action on the Commissioner's study reports and attend to his other reference with due care and promptitude, it has been felt necessary that a specific time-limit should be laid down within which the Ministries should complete the necessary follow-up action on the Study reports/suggestions made by the Commissioner and furnish action taken statements to him. After a careful consideration it has been decided that the necessary follow-up action should be completed and action taken reported to the Commissioner *within six months*, and where for any reasons it is not possible for the Ministries/Departments to adhere to this time scheduled, the reasons therefor should be communicated to the Commissioner before the expiry of 6 months, indicating the details of the action already taken and also the probable time that would be further needed by them to send their final replies reports.

2. Ministry of Finance etc. are requested to bring the above instructions to the notice of all the concerned authorities.