

CHAPTER 7

ESSENTIAL STEPS TO BE TAKEN FOR FILLING RESERVED VACANCIES

Para 5(6) of MHA O.M. No. 42/21/49-NGS dated 28-1-52 No. 27/2/69-Est., (SCT) dated 5-7-69, No. 14/12/67-Est. (D) dt. 10-4-68 and No. 27/6/70-Est. (SCT) dated 5-6-70 MHA O.M. No. 27-2-69-Est. (SCT) dated 5-7-69 Deptt. of Personnel O.M. No. 14/17/71-Est. (D) dated 27-11-71.

7.1 The following steps should be taken to bring the reserved vacancies filled by direct recruitment (other than in posts filled through UPSC or through advertisement as the primary source of recruitment, the procedure in respect of which is given in Chapter 8) to the notice of members of reserved :

(i) *Employment Exchange :*

- (a) All vacancies should be notified to the local or the regional employment exchange in the form of requisition given in Appendix 10.
- (b) A notice of at least 15 days should be given to the Employment Exchanges for sponsoring candidates.
- (c) The number of vacancies reserved for Scheduled Castes and Scheduled Tribes out of the total vacancies notified should be clearly indicated in item 6(a) of the requisition to the Employment Exchange. The following certificate should also be given below item 9 of the requisition :—

Deptt. of Personnel & A. R. O.M. No. 36014/3/77-Est. (SCT) dated 23-4-77.

“Certified that the number of vacancies reserved for Scheduled Castes/ Scheduled Tribes and ex-servicemen as mentioned in Col. 6(a) above is in accordance with the reservation quota fixed by Government for these categories”.

- (d) When a local Employment Exchange is unable to nominate any suitable candidate, it will refer the vacancy or vacancies to the Central Employment Exchange, Directorate General of Employment and Training, Shram Shakti Bhavan, Rafi Marg, New Delhi-1. Vacancies of scientific and technical nature carrying a pay scale with a minimum of Rs. 425 or more in the pre-revised scale are notified to the Central Employment Exchange and circulated to all Employment Exchanges. Consolidated advertisements are also issued by the D.G., E.&T on all-India basis including in the 'Employment News'.

(ii) *Advertisement in newspapers :*

- (a) If sufficient number of Scheduled Castes/Tribes candidates are not available, through the Employment Exchange to fill the vacancies reserved for them, the vacancies if not already advertised by the Directorate General of Employment & Training should be advertised by the appointing authorities through the Directorate of Advertising & Visual Publicity. Vacancies in posts and services recruitment to which is made on all-India basis [vide Para 2.1(i)] should be advertised in the newspapers approved by the Directorate of Advertising and Visual Publicity for this purpose.
- (b) Vacancies in Group C or Group D (Class III or Class IV) posts recruitment to which normally attracts candidates from a locality or region, should be advertised in such

newspapers as may be considered suitable for the purpose through the Directorate of Advertising and Visual Publicity.

(c) Copies of advertisement should also be endorsed to the Regional or local Employment Exchange.

(iii) *Associations and Organisations of Scheduled Castes and Scheduled Tribes :*

Simultaneously with the advertisement the vacancies should be brought to the notice of the Scheduled Castes/Scheduled Tribes organisations as the case may be, listed in Appendix 11. When doing so, it should be made clear to such organisations that their function is limited to advising the Scheduled Castes/Scheduled Tribes candidates about the recruitment proposed and that it will not be for them to recommend or press the names of any individuals. The candidates should apply to the appointing authority either direct or through the Employment Exchanges as the case may be.

(iv) *Announcement of reserved vacancies on Stations of All India Radio :*

Deptt. of Personnel & A.R. O.M.
No. 36022/4/76-
Estt.(SCT) dated
7-8-1976 and No.
36011/28/79-Estt
(SCT) dated 11-2-
80.

At the time when the vacancies are notified to the local Employment Exchange to suggest names for reserved vacancies and simultaneously with the advertisement, the reserved vacancies should also be notified by the concerned appointing authority/DGE & T to one or more Stations of the All India Radio listed in Appendix 16 for announcement through that Station(s). The announcement of reserved vacancies on Stations of All India Radio should contain an advice to prospective candidates to get their names registered with the Employment Exchange of the area and to approach the Employment Exchange for further assistance.

(v) *Intimation of reserved vacancies to Directors of Scheduled Castes/Scheduled Tribes Welfare or Social Welfare in States/Union Territories :*

Deptt. of Personnel & A.R. & O.M.
No. 36034/2/77-
Estt.(SCT) dated
24-2-1978.

After the Employment Exchange has expressed his inability to sponsor Scheduled Caste/Tribe candidates against vacancies referred to it, the appointing authority should also intimate the reserved vacancies to the Director of Scheduled Castes/Scheduled Tribes Welfare or Director of Social Welfare in the State/Union Territory concerned.

MHA O.M. No. 14/12/67-Estt. (D) dated 10-4-68.

7.2 The results of submission made by the Employment Exchange of Scheduled Caste/Tribe candidates should be intimated to the Employment Exchange within a period of one month. If any of the vacancies reserved for Scheduled Castes/Scheduled Tribes/Ex-Servicemen is not filled by a candidate of the respective category sponsored by the Employment Exchange, specific reasons therefor should be communicated to the Exchange.

MHA O.M. No. 1/ Exchange of vacancies between Scheduled Castes and Scheduled Tribes.

1/70-Estt.(SCT)
dated 31-7-70.

7.3 If a reserved vacancy or vacancies for which recruitment is to be made in accordance with the procedure in para 8.1 above include any vacancy/vacancies which have been carried forward to the third year of carry forward (excluding the year of original reservation and the year or years in which no vacancy arises) applications should be invited both from Scheduled Castes and Scheduled Tribes candidates but it should be clarified in the requisition/advertisement etc., that for a vacancy or vacancies reserved for Scheduled Castes, Tribes candidates would be considered only in the event of non-availability

of suitable Scheduled Caste candidates and similarly in respect of a vacancy or vacancies reserved for Scheduled Tribes, Scheduled Caste candidates would be considered only in the event of non-availability of suitable Scheduled Tribes candidates.

M.H.A. O.M. No. **Separate interview of Scheduled Caste/Scheduled Tribes candidates.**

1/1/70-Estt.(SCT)
dated 31-7-70.

7.4 In direct recruitment to be made in accordance with the procedure in para 7.1 above, the interview of Scheduled Castes/Scheduled Tribes candidates should be held on a day or sitting of the Selection Committee other than the day or sitting on which general candidates are to be interviewed so that the Scheduled Castes and Scheduled Tribes candidates are not judged in comparison with general candidates and the interviewing authority/Board is/are prominently aware of the need for judging the Scheduled Castes/Scheduled Tribes candidates by relaxed standards.

COPIES OF THE OFFICE MEMORANDA ETC. ON CHAPTER 7

O.M. No. 42/21/49-NGS	28-1-52 After Chapter 4
O.M. No. 14/21/67-Estt.(D)	10-4-68
O.M. No. 27/2/69-Estt.(SCT)	5-7-69
O.M. No. 27/6/70-Estt.(SCT)	5-6-70
O.M. No. 1/1/70-Estt.(SCT)	31-7-70 After Chapter 9
O.M. No. 14/17/71-Estt.(D)	27-11-71
O.M. No. 36022/4/76-Estt.(SCT)	7-8-76
O.M. No. 36014/3/77-Estt.(SCT)	23-4-77
O.M. No. 36034/2/77-Estt.(SCT)	24-2-78
O.M. No. 36011/28/79-Estt.(SCT)	11-2-80
O.M. No. 42012/1/81-Estt.(SCT)	26-3-81
O.M. No. 36012/16/88-Estt.(SCT)	7-3-89

Ministry of Home Affairs O.M. No. 14/12/67-Estt.(D)
dated 10th April, 1968 to all Ministries etc.

Subject:—Vacancies reserved for Scheduled Castes, Scheduled Tribes and Ex-Servicemen.

As Ministry of Finance etc. are aware, certain percentages of vacancies filled by direct recruitment have been reserved for Scheduled Castes and Scheduled Tribes, *vide* Ministry of Home Affairs Resolution No. 42/21/49-NGS dated the 13th September, 1950. Some percentages of vacancies in Class III and IV posts filled by direct recruitment have also been reserved for Ex-Servicemen, *vide* Ministry of Home Affairs O.M. No. 14/26/64-Estt.(D) dated 4-7-1966. It has been brought to the notice of this Ministry that while notifying vacancies to Employment Exchange concerned, the fact that a particular vacancy is reserved for Scheduled Castes/Scheduled Tribes/Ex-Servicemen is sometimes not indicated in the requisition placed on the Employment Exchange, with the result that candidates who are eligible for the reserved vacancy are not sponsored by the Exchange. It is requested that while notifying vacancies to the Employment Exchange, *it should be clearly indicated in the requisition whether or not the vacancies are reserved for Scheduled Castes/Scheduled Tribes/Ex-Servicemen*. Even if a vacancy is unreserved, this should be specifically stated in the requisition. The above points may be brought to the notice of all the authorities concerned, who may also be instructed to intimate the results of submission made by the Employment Exchange *within a period of one month*. If any of the vacancies reserved for Scheduled Castes/Scheduled Tribes/Ex-Servicemen is not filled by a candidate of the respective category sponsored by the Employment Exchange, *specific* reasons therefor should be communicated to the Exchange.

Ministry of Home Affairs O.M. No. 27/2/69-Estt (SCT)
dated 5th July, 1968 to all Ministries etc.

Subject:—Employment of Scheduled Castes & Scheduled Tribes—Adequate notice of vacancies to the Employment Exchanges.

It has been brought to the notice of this Ministry that in the absence of adequate notice of reserved vacancies by the employing offices to the Employment Exchanges the latter find it difficult to nominate candidates of Scheduled Castes and Scheduled Tribes against the notified vacancies. It is therefore necessary that the appointing authorities should give sufficient notice to the Employment Exchanges for nomination of suitable candidates against the reserved vacancies. In order to ensure maximum response to the requisition addressed to the Employment Exchanges for this purpose the Ministries/Departments are requested to bring it to the notice of all appointing authorities that a notice of at least 15 days should be given by them to the Employment Exchanges for sponsoring candidates against the reserved vacancies.

Ministry of Home Affairs O.M. No. 27/6/70-Estt. (SCT)
dated 5th June, 1970 to all Ministries

Subject:—Notifying vacancies reserved for Scheduled Castes and Scheduled Tribes to Employment Exchanges—Recommendation No. 3 (para 2.13) in the Fifth Report of the Parliamentary Committee on Welfare of Scheduled Castes and Scheduled Tribes.

The undersigned is directed to say that the Parliamentary Committee on welfare of Scheduled Castes and Scheduled Tribes has made the following recommendation in its fifth report:—

Recommendation No. 3 (para 2.13)

“The Committee are unhappy to observe that only about 41 percent of vacancies out of total vacancies notified as reserved for Scheduled Castes and Scheduled Tribes during 1968 were actually filled. They are also unhappy that only 2.3 per cent vacancies were notified as reserved for Scheduled Castes and Scheduled Tribes during 1968. In view of the insignificant percentage of vacancies notified as reserved for Scheduled Castes and Scheduled Tribes, the Committee would like that the Ministries/Departments and other authorities should ensure that percentage of posts intended to be reserved for Scheduled Castes and Scheduled Tribes is duly taken into consideration while notifying the vacancies to Employment Exchanges”.

In this connection, a reference is invited to this Ministry's O.M. No. 14/12/67-Est.(D) dated 10th April, 1968 (copy enclosed) in which the Ministries etc. were requested that while notifying vacancies to the Employment Exchanges, it should be clearly indicated in the requisition whether or not the vacancies are reserved for Scheduled Castes/Scheduled Tribes/Ex-Servicemen and that even if a vacancy is unreserved, this should be specifically stated in the requisition. The recommendation of the Parliamentary Committee mentioned above is brought to the notice of the Ministry of Finance etc. They are requested to ensure that the instructions issued in this Ministry's O.M. No. 14/12/67-Est.(D) dated 10-4-1968 are observed by them and their attached and subordinate offices strictly.

**Department of personnel O.M. No. 14/17/71-Estt.(D)
dated 27th November, 1971 to all Ministries etc.**

Subject:—Fourth Report of the Parliamentary Committee on Welfare of Scheduled Castes and Scheduled Tribes—Recommendation No. 32—Certificate regarding number of reserved vacancies included in the requisition.

The undersigned is directed to refer to the Ministry of Home Affairs Office Memorandum No. 2/11/55-RPS, dated the 7th May, 1955 (as amended by the Office Memorandum of even number dated 1st July, 1955 and 6th July, 1956), regarding measures for securing increased representation of Scheduled Castes and Scheduled Tribes in the Central Services, and to say that the following amendments may be made to the requisition form given as Annexure II to the aforesaid Office Memorandum of 7th May, 1955, with immediate effect:—

1. Item 6(a) should be read as under:—

“Number of posts to be filled.

- (i) Reserved for Scheduled Castes—Priority
Reserved for Scheduled Castes—Non-priority
- (ii) Reserved for Scheduled Tribes—Priority
Reserved for Scheduled Tribes—Non-priority
- (iii) Reserved for Ex-Servicemen
- (iv) Unreserved—Priority
Unreserved—Non-priority.”

2. The form of certificate as given below item 9 may be substituted as under:—

“Certified that the number of vacancies reserved for scheduled Castes/Scheduled Tribes and Ex-Servicemen as mentioned in Col. 6(a) above is in accordance with the reservation quota fixed by Government for these categories.”

Department of Personnel & A.R. O.M. No. 36022/4/76-Estt.(SCT)
dated the 7th August, 1976 to all Ministries etc.

Subject:—Announcement of vacancies reserved for Scheduled Castes and Scheduled Tribes through the All India Radio—Recommendation No. 15 contained in the 41st Report of the Parliamentary Committee on Welfare of Scheduled Castes and Scheduled Tribes.

The undersigned is directed to say that the Parliamentary Committee on Welfare of Scheduled Castes and Scheduled Tribes has made the following recommendation in its 41st Report:—

Recommendation No. 15 (Para 2-11)

“The Committee recommend that the Department of Personnel and Administrative Reforms in co-ordination with the Ministry of Information and Broadcasting, should devise a scheme by which vacancies reserved for Scheduled Castes and Scheduled Tribes are regularly announced or advertised from the various stations of All India radio and set timings for such programmes should be fixed so that Scheduled Castes and Scheduled Tribes candidates, living in remote areas where newspapers may not be easily available, become aware of such vacancies.”

2. The above recommendation has been considered in consultation with the Ministry of Information and Broadcasting and it has been accepted for implementation. A State-wise list of All India Radio stations located in areas with concentration of Scheduled Castes and Scheduled Tribes population is enclosed. The Station Directors of these Stations have been instructed by the Ministry of Information and Broadcasting to broadcast announcements regarding the vacancies reserved of Scheduled Castes and Scheduled Tribes. Ministry of Finance etc. are now requested to advise their various attached/subordinate/offices/appointing authorities etc. to ensure that vacancies reserved for Scheduled Castes and Scheduled Tribes in Group C and Group D posts are notified to the appropriate Station Directors of All India Radio for announcement through that station. The following procedure may be followed in this regard:—

- (i) At the time when the vacancies are notified to the local Employment Exchange to suggest names for the reserved vacancies, the appointing authorities concerned should simultaneously notify such reserved vacancies appropriately to one or more of the stations of the All India Radio, mentioned in the list referred to above.
- (ii) If candidates belonging to Scheduled Castes and Scheduled Tribes are not available through the Local Employment Exchange, such vacancies are intimated to the Central Employment Exchange and they are advertised in the Newspapers either by the DGE&T through their periodical advertisements or by the appointing authorities themselves through the DAVP. Besides, notifying vacancies to A.I.R. stations according to the procedure in (1) above, the reserved vacancies should also be notified by the DGE&T/concerned appointing authorities to one more of the stations of the All India Radio mentioned in the aforesaid list, simultaneously with the advertisements in Newspapers.
- (iii) The announcements of reserved vacancies on stations of the All India Radio should contain an advise to prospective candidates to get their names registered with the Employment Exchange of the area and to approach the Employment Exchange for further assistance.

3. Ministry of Finance etc. are requested to bring the above instructions to the notice of all concerned, for guidance and compliance.

ANNEXURE

A.I.R. Stations in Areas with concentration of Scheduled Castes and Scheduled Tribes Populations

Name of State	Stations in areas of S.C. Concentrations	Stations in areas of S.T. Concentrations	Stations in areas of both S.C. and S.T. Concentrations	Remarks
1	2	3	4	5
1. Andhra Pradesh	Cuddapah	Visakhapatnam	..	
2. Assam	..	Dibrugarh Silchar	Gauhati	
3. Bihar	Patna	Ranchi	..	
4. Gujarat	Ahmedabad Baroda Rajkot		..	
5. Jammu and Kashmir	Jammu	
6. Kerala	Trivandrum Trichur Allepey	Calicut	..	
7. Madhya Pradesh	Gwalior	Indore	Bhopal Jabalpur Raipur	
8. Maharashtra	Sangli	..	Pune Parbhani	
9. Manipur		Imphal		
10. Meghalaya		Shillong		
11. Karnataka	Dharwar Gulbarga	..	Bangalore	
12. Nagaland	..	Kohima	..	
13. Orissa	Cuttack	Jeypore	Sambalpur	
14. Punjab	Jullundhar		..	
15. Rajasthan	Bikaner Jodhpur Ajmer	..	Jaipur Udaipur	
16. Tamilnadu	Tiruchirapali Tirunelveli Coimbatore	
17. Tripura	Agartala	
18. Uttar Pradesh	Lucknow Allahabad Mathura Rampur Gorakhpur	..		
19. West Bengal	Kurseong Siliguri	

1	2	3	4	5
20. Union Territories	Chandigarh Pondicherry	Tezu Aizawal Tawang		
Himachal Pradesh (AIR Simla (J & K) State (AIR Leh) <i>Union Territories of Andaman and Nicobar Island and Goa (AIR Port Blair and AIR Panaji) Assam (AIR Passighat)</i>	According to the population statistics available from the Planning Commission, there is no concentration of S.C. and S.T. communities in and around the A.I.R. stations, as mentioned under each in brackets in these States/ Union Territories. Notwithstanding according to the existing arrangement, these stations also regularly broad- cast announcements of vacancies reserved for Scheduled Castes and Scheduled Tribes.			

Department of Personnel and A.R. O.M. No. 36014/3/77-Estt(SCT) dt. 23-4-1977

Subject:— Scheduled Castes/Scheduled Tribes Associations recognised for the purpose of notifying reserved vacancies.

The undersigned is directed to refer to para 26 (iii) and Appendix-11 of the Brochure on the Reservation for Scheduled Castes and Scheduled Tribes in Services (Fourth edition, 1975) containing the list of Association recognised for the purpose of notifying vacancies reserved for Scheduled Castes and Scheduled Tribes and to say that the latest address of the Bharatiya Depressed Classes League which is one of the recognised Associations and the addresses of its recognised Branches are shown in the statement attached.

Addresses of Associations etc. recognised as representative of SCHEDULED CASTES for purposes of orders relating to special representation in the services.

The Office Secretary, Bhartiya Depressed Class League, 13-C, Ferozeshah Road, New Delhi-1 and its branches mentioned below:—

1. Andhra Pradesh—

Andhra Pradesh Depressed Classes League,
125, Hyter Basti,
Secunderabad (A.P.).

2. Assam—

All Assam Scheduled Caste Association,
Uzan Bazar, Sati Radhika Santi Road,
Gauhati (Assam).

3. Bihar—

Bihar State Depressed Classes League,
8/20, R-Block,
Patna-1 (Bihar).

4. Gujarat—

Gujarat Pradesh Depressed Classes League,
12, Rohitnagar Society, near New Civil Hospital,
Sahibagh, Ahmedabad-4.

5. Jammu and Kashmir—

Jammu and Kashmir State Depressed Classes League,
Canal View Bungalow,
Canal Road, Jammu.

6. Kerala—

Kerala State Depressed Classes League,
Congress House,
Ernakulam, Cochin-11.

7. Karnataka—

Karnataka state Depressed Classes League,
Adijambave Hostel,
Magadi Road,
Bangalore.

8. Madhya Pradesh—
Madhya Pradesh Depressed Classes League,
5/3, Professors Colony,
Bhopal.
9. Maharashtra—
Maharashtra State Depressed Classes League,
12, Meadows Street,
Fort, Bombay-1.
10. Tamil Nadu—
Tamil Nadu State Depressed Classes League,
3, Pudpet Garden Street,
Royapettah, Madras-14.
11. Orissa—
Orissa State Depressed Classes League,
Gandhi Bhavan, Station Road,
Bhubaneswar.
12. Punjab—
Punjab State Depressed Classes League,
Balmiki Bhavan, 158-R, Model town,
Hoshirpur (Punjab).
13. Rajasthan—
Rajasthan State Depressed Classes League,
R-13, Ashoka Nagar,
C-Scheme,
Jaipur.
14. Uttar Pradesh—
Uttar Pradesh Depressed Classes League,
104, Royal Hotel,
Lucknow.
15. West Bengal—
Bengal Provincial Depressed Classes League,
12, Arpuli Lane,
Calcutta-12.
16. Delhi—
Delhi State Depressed Classes League,
13-F, Shankar Market,
New Delhi-1.

Associations Added to Appendix 11 of the Brochure after the Publication of the 7th Edition of the Brochure and List of Associations where addresses have been changed.

Akhil Bhartiya Valmiki Samaj Vikas Parishad (Regd.) Head Office : T-468/2, Ahata Kidara,
Delhi-110006

Addresses of the Branch Offices

DELHI

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
148, Gali No. 7, Samai pur, Delhi-42.
2. Akhil Bhartiya Samaj Vikas Parishad,
Plot No. 2, Block N T-2, Near DDA Office Nand Nagri, Delhi-93.

3. Akhil Bhartiya Balmiki Samaj Vikas Parishad,
WZ 542, Village Naraina, New Delhi-28.
4. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
340 A Rajnagar, Palam Colony, New Delhi-45.

HARYANA

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
590 Old Hameeda, Yamuna Nagar, Haryana-135001
2. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Village Dak Kathra, District Sonapat, Haryana.
3. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Kothi No. 1, Near GHS Jeend Haryana.
4. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Bara Mohalla, Palwal, District Faridabad, Haryana.
5. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
545, Sadar Durabi Lane, Karnal-132001, Haryana.
6. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Valmiki Mandir, Rambagh Road, Cantonment, Ambala, Haryana.

GUJARAT

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
19/10, Jamana Kund, Harijan Housing Colony, Bhavnagar, Gujarat-364001.

BIHAR

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
15 H Type P.N.T. Colony, Kidwai Nagar, Patna.

MADHYA PRADESH

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
26, Valmiki Nagar, Vrindavan Colony, Indore-452 002.
2. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Madhav Ganj, Babu Khan Ki Goth, Lashkar, Gwalior.
3. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Jahangirabad, Babu Colony, Bhopal.
4. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Rasala Bazar, Murar, Gwalior.

WEST BENGAL

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Valmiki Mandir, Ardali Bazar, Bairakpur,
24 Pargana, West Bengal.
2. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Quarter 6-D, Street No. 43,
Chittarnjan Bardban, West Bengal-713 331.

ANDHRA PRADESH

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
23-4-601, Sultan Shahi, Hyderabad-500 625.

MAHARASHTRA

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
33, Railway Ports Chal, Kalyan, Thana, Bombay.
2. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Room No. 371, Chal No. 28 A, Matunga Labour Camp, Bombay-400 019.

3. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Room No. 8, Chal No. D-18, Matunga, Labour Camp, Bombay-400 019.
4. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Room No. 6, Rambari Bhojkar Marg, Mahim, Bombay-400 016.

RAJASTHAN

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Plot No. 38, Purani Basti, Chavaria Marg,
Nahargarh Road, Jaipur, Rajasthan.
2. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Gram Kalakho Road, T. Sikrai,
Jaipur, Rajasthan.
3. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Tehsil Lalsor G. Sawai Madhopur, Rajasthan.
4. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
F 60, I-A Sector, Khetri Nagar,
Jhunjhunu, Rajasthan-333 504.
5. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Harijan Basti, Swarg Road, Alwar, Rajasthan.
6. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Maharshi Bhawan, Sanganer Airport Ke Samne, Jaipur, Rajasthan.
7. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Nagar Shakha-Nandhai, Bharatpur, Rajasthan.
8. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Plot No. 26, Samaritiy Sadan, Sabjimandi Bandikui, Rajasthan.
9. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Harijan Mohalla, Railway Colony, Abu Road, Rajasthan.
10. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Dada Bhai Ka Hata, Naseerabad Road, Ajmer, Rajasthan.
11. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Girje Ke Peeche, Valmiki Basti, Baiver, Rajasthan.
12. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Mahamandir, Jodhpur, Rajasthan.
13. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
26/28, UIT Colony, Bhagwanganj, Ajmer, Rajasthan.

UTTAR PRADESH

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Maharishi Valmiki Mandir, Kasba Begmabad,
Modinagar, District Ghaziabad, Uttar Pradesh.
2. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
106, Purva Ahran, Eves Cinema Ke Samne, Meerut City, U.P.
3. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
300, Mohalla Dariba, Gandhi Park, Manपुरi, U.P.
4. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Bihari Pur Mohalla, Chidimaran, Bareilly, U.P.
5. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
205, Jatavpura, Bareilly, U.P.

6. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
341, Shisham Bagh, Cantt. Fatehgarh, Farooqabad, U.P.
7. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
220, Civil Line, Bulandshahr, U.P.
8. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Valmiki Mohalla, Rawli Road, Muradnagar, District Gaziabad, U.P.
9. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
14, Patel Marg, Harijan Quarter, Ghaziabad, U.P.
10. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
2/42 A, Nawab Ganj, Kanpur, U.P.
11. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
86, Nanakari IIT Kanpur, U.P.
12. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
33, I. I. Bazar Cantt., Allahabad, U.P.
13. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
43, Mohd. Ganj, Manpuri Gate, Ferojabad-283 203.
14. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Kanoongoyan, Kuravali, Manpuri, U.P.
15. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
86, Mohalla Nakasha Peelibhit, U.P.
16. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Khujgrit, Chandosi, Moradabad, U.P.
17. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
56, Chukwala, Dehradun, U.P.
18. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Hidal Colony, Banbasa, Nainital, U.P.
19. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Mohalla Sammal Gate, Chandausi.
20. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
79, Indreshnagar, Dehradun, U.P.
21. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Lal Bahadur Shastri Academi, Mussoori, Dehradun, U.P.
22. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Valmiki Mandir, Hari Ki Pauri, Haridwar, U.P.
23. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Gandhi Colony, Valmiki Basti, Ruderpur, Nainital, U.P.
24. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Village Nangla, PO. Chataman, District Muzaffarnagar, U.P.

JAMMU AND KASHMIR

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Jhuggi No. 197, Railway Colony, Jammu Tavi.
2. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Valmiki Mohalla, Gandhi Nagar, Jammu.
3. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Christian Colony, Veer Marg, Jammu Tavi.

4. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Dogra Hall, Valmiki Basti, Jammu Tavi.

PUNJAB

1. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
508 A, Ranjeet Avenue, East Mohan Nagar, Amritsar.
2. Akhil Bhartiya Valmiki Samaj Vikas Parishad,
Kothi No. 5, Sector A, Chandigarh.

Akhil Bhartiya Adivasi Vikas Parishad, 15 Canning Lane, New Delhi-1.

List of Branch Offices

1. MADHYA PRADESH UNIT
Dr. Banwarsingh Porte, E-180/2, Professor Colony, Bhopal-462 002.
 2. MAHARASHTRA UNIT
Shri Baburao Madavi, Pt. Nehru Marg, Government Servants Institute, Dhantoli, Nagpur.
 3. ORISSA UNIT
B 1/Sector-21, Rourkela-769 010, Sundergarh, Orissa.
 4. BIHAR UNIT
13, R.I.T. Buildings, Ranchi-1, Bihar.
 5. WEST BENGAL UNIT
Shri Birsa Turkey, Flat No. 69/GP II, Block 5, GIP Colony, Jagacha, Howrah-4, West Bengal.
 6. Shri D. Rabindra Naik, Flat No. 68, Adarsh Nagar, Hyderabad-500 463, Andhra Pradesh.
 7. TAMIL NADU UNIT
Shri L. Vijayan, 101, Baba Nagar, Villivaklam (North), Madras-600 049.
 8. UTTAR PRADESH UNIT
Shri Gulab Singh, 95-A, New Connaught Place, Dehradun-248 001.
1. Rashtriya Shoshit Parishad,
167, Palika Bazar,
Connought Place,
New Delhi-110 001.
 2. Scheduled Castes Rights Protection Society,
Andhra Pradesh,
Adi Hindu Bhawan,
Chanderghat,
Hyderabad-500 027.

Andhra Pradesh Depressed Classes League, 127, SRT, S. R. Nagar, Hyderabad-500 038.

Change Of Addresses

- Old address :** Bhartiya Depressed Classes League,
Town of Elure, West Godavari District,
Andhra Pradesh.
- New address :** Bhartiya Depressed Classes League,
House No. 127/SRT,
Sanjiva Reddy Nagar,
Hyderabad-500 038.
- Old address :** Akhil Bharat Anusuchit Jati Parishad
(Andhra Pradesh Branch),
1-1-750/1, Gandhi Nagar, Hyderabad.
- New address :** Akhil Bharat Anusuchit Jati Parishad
(Andhra Pradesh Branch), House No. 1-1-17/8/A RTC X Roads,
Hyderabad-500 020(AP).

**Department of Personnel & A.R. O.M. No. 36034/2/78-Estt. (SCT)
dated 24-2-78 to all Ministries/Departments, etc.**

Subject :—Reservations for Scheduled Castes and Scheduled Tribes—Intimation of reserved vacancies to Directors of Scheduled Caste/Tribe Welfare in the State/Union Territories.

The undersigned is directed to refer to the instructions contained in para 26 of the Brochure on Reservations for Scheduled Castes and Scheduled Tribes in services (4th edition, 1975) according to which in respect of vacancies filled by direct recruitment through the Employment Exchanges if sufficient number of SC/ST candidates are not available through the Employment Exchange to fill the vacancies reserved for them, such vacancies are required to be advertised in newspapers and also brought to the notice of the Scheduled Caste and Scheduled Tribe organisations, recognised for this purpose. Further according to the instructions issued in this Department's O.M. No. 36022/4/76-Estt.(SCT), dated 7-8-1976, in addition to the abovementioned steps, the reserved vacancies are also required to be notified to selected Stations of All India Radio located in areas with concentration of Scheduled Caste/Scheduled Tribe population. With a view further to giving wider publicity to reserved vacancies and exploring possibility of securing more candidates belonging to Scheduled Castes and Scheduled Tribes for vacancies reserved for them, it has now been decided that after the Employment Exchange has expressed its inability to sponsor Scheduled Caste/Tribe candidates against vacancies referred to it, the appointing authority should, in addition to the steps referred to above also intimate the reserved vacancies to the Director of Scheduled Castes/Scheduled Tribes Welfare or Director of Social Welfare in the State/Union Territory concerned. The Scheduled Caste/Tribe candidates who become available as a result of this step, should be considered along with other eligible candidates belonging to these communities for the reserved vacancies.

2. The Ministry of Finance etc. are requested to bring the above instructions to the notice of all the appointing authorities under them.

**Department of Personnel & A.R. O.M. No. 36011/28/79-Estt. (SCT)
dated 11-2-80 to all Ministries and Departments etc.**

Subject :—Announcement of vacancies reserved for Scheduled Castes and Scheduled Tribes through the All India Radio.

The undersigned is directed to invite a reference to this Department's Office Memorandum No. 36022/4/76-Estt.(SCT), dated the 7th August, 1976 on the above subject and to say that with the coming up of Aurangabad as the main Station in the Aurangabad-Parbhani chain, the announcement of vacancies reserved for Scheduled Castes and Scheduled Tribes candidates are now being made from All India Radio, Aurangabad instead of Parbhani. In the State-wise list of All India Radio Stations sent with the above mentioned Office Memorandum dated the 7th August, 1976 necessary amendment may therefore be made in the list of All India Radio Stations substituting Auranganad for Parbhani. The Station Directors of these Stations have been instructed by the Director General, All India Radio, Ministry of Information and Broadcasting to accept material for broadcast regarding vacancies reserved for Scheduled Castes and Scheduled Tribes of the All India Radio, Aurangabad instead of Parbhani in future. The Ministry of Finance etc., are now requested to advise their attached/subordinate offices that material for announcement regarding vacancies reserved for Scheduled Castes and Scheduled Tribes should be sent to All India Radio, Aurangabad instead of All India Radio, Parbhani.

2. The Ministry of Finance etc., are requested to bring the above to the notice of all concerned requesting them to substitute All India Radio, Aurangabad for Parbhani, in the list of All India Radio Stations.

Deptt. of Personnel & A.R. O.M. No. 42012/1/81-Estt.(SCT), dated 26-3-81.

Subject:—Notifying of vacancies reserved for Scheduled Castes/Scheduled Tribes to voluntary associations of SC/ST recognised for this purpose.

With reference to the above subject the undersigned is directed to say that it has been brought to the notice of the Government that vacancies reserved for SC/ST are not notified to the voluntary associations of SC/ST recognised for this purpose. It may be mentioned that to give wide publicity to reserved vacancies, so that more and more SC/ST persons can apply for the vacancies reserved for them, a number of voluntary associations have been recognised. Ministries/Departments are requested to notify the reserved vacancies to these associations.

2. Ministry of Finance etc. are requested to bring the contents of this Office Memorandum to the attached and subordinate offices under them.

**Department of Personnel and Training No. 36012/16/88-Estt.(SCT), New Delhi
dated the 7th March, 1989.**

OFFICE MEMORANDUM

Subject :—Notification of vacancies to Employment Exchanges.

In many departments direct recruitments to Group 'C' and 'D' are made from candidates who are sponsored by the District Employment Exchange or who have registered themselves in the Employment Exchange of the District in which the recruitment is made. For such recruitment the reservation percentage is proportionate to the population percentage of SC/ST in the respective States. It has been brought to the notice of this Department that certain Departments find it difficult to get sufficient number of ST candidates from the local District Employment Exchange, as the ST population in that District is negligible whereas there is a concentration of ST in certain other Districts of the State.

The matter has been examined in consultation with DGE&T, Ministry of Labour. DGE&T has clarified that as per the instructions contained in National Employment Service Manual, Volume I, candidates registered in other Employment Exchanges can be sponsored against the posts reserved for SC/ST, provided suitable local SC/ST candidates are not available with local Employment Exchange.

In view of the above, the recruiting authorities are enjoined to specifically mention in their requisition to the Employment Exchanges that if sufficient SC/ST candidates are not available with the local Employment Exchange, suitable SC/ST candidates from other Employment Exchanges may be sponsored. In the case of recruitment by advertisement where applications are called for from candidates registered in Local Employment Exchanges, if sufficient number of SC/ST candidates do not respond, then, in the second advertisement, SC/ST candidates registered in Employment EXchanges other than local one may also be made eligible to apply.

All the existing instructions regarding giving adequate publicity to reserved vacancies may be scrupulously followed.

1. All Ministries/Departments of Government of India B.P.E./Ministry of Finance (DEA/Banking Division).
2. Parliamentary Committee on the Welfare of the SCs/STs, Parliament House Annexe, New Delhi with 5 spare copies.
3. Shri Bata K. Dey, Secretary, Telecommunications Board.
4. Secretary, Staff Side, National Council (JCM), 13-C, Ferozshah Road, New Delhi.
5. Central Administrative Tribunal, New Delhi.
6. Estt. (A), Estt. (B), Estt. (C) and Estt. (D) Sections. CS(I), CS(II), CS(III) Sections, D.P.&T. AIS(I), AIS(II), AIS(III) Sections.