

**COMMITTEE ON THE WELFARE OF
SCHEDULED CASTES AND
SCHEDULED TRIBES
(2009-2010)**

(FIFTEENTH LOK SABHA)

FIRST REPORT

ON

MINISTRY OF PETROLEUM AND NATURAL GAS

**Reservation for and employment of Scheduled Castes and Scheduled Tribes in Oil
and Natural Gas Corporation Limited**

Presented to Lok Sabha on 25.11.2009

Laid in Rajya Sabha on 25.11.2009

**S
E
A
L**

**LOK SABHA SECRETARIAT
NEW DELHI**

November, 2009/Agrahayana, 1931 (Saka)

CONTENTS

	Page Nos.
COMPOSITION OF THE COMMITTEE	
INTRODUCTION	
Chapter I - ORGANISATIONAL SET UP AND BOARD OF DIRECTORS	
(A) Background Note.....	1
(B) ONGC Offices.....	2
(C) Board of Directors.....	2
Chapter II - RESERVATION IN SERVICES	
(A) Reservation in recruitment.....	7
(B) Recruitment procedure.....	8
(C) Concessions/relaxations.....	10
(D) Details of recruitment.....	11
(E) Backlog/Special Recruitment Drive.....	13
(F) Staff strength and shortfall.....	15
(G) Reservation in promotion.....	17
(H) Details of Promotion.....	18
Chapter III - MEASURES TO IMPROVE REPRESENTATION OF SCHEDULED CASTES AND SCHEDULED TRIBES	
(A) Liaison Officer and SC/ST Cell in the Ministry.....	26
(B) Liaison Officer and SC/ST Cell in ONGC.....	27
(C) Periodical Meetings.....	29
(D) Rosters.....	29
(E) Training.....	33
(F) Posting abroad.....	35
(G) Training abroad.....	37
(H) Posting/Transfer.....	38
(I) Deputation.....	41
Chapter IV - MISCELLANEOUS	
(A) Cases of false caste certificates	44
(B) Complaints/grievances.....	47
(C) Contract Labours.....	50
(D) Housing facilities.....	52
(E) Appointments on compassionate grounds.....	54
(F) Socio-economic development/component plan.....	54
APPENDICES.....	58
MINUTES.....	79

**COMPOSITION OF THE COMMITTEE ON THE WELFARE OF SCHEDULED CASTES
AND SCHEDULED TRIBES (2009-2010)**

Shri Gobinda Chandra Naskar - Chairman

MEMBERS

Lok Sabha

2. Shri M. Anandan
3. Shri Tara Chand Bhagora
4. Shri S.K. Bwiswmuthiary
5. Shri Harishchandra Chavan
6. Shri Bhudeo Choudhary
7. Shri Biren Singh Engti
8. Shri Eknath Mahadeo Gaikwad
9. Smt. Paramjit Kaur Gulshan
10. Shri Kamal Kishor 'Commando'
11. Shri Virendra Kumar
12. Dr. Chinta Mohan
13. Shri Sohan Potai
14. Shri Gajendra Singh Rajukhedi
15. Shri Ashok Kumar Rawat
16. Shri Bajju Ban Riyan
17. Shri Tufani Saroj
18. Shri Kodikkunnil Suresh
19. Shri Sajjan Singh Verma
20. Shri Bhausahab Rajaram Wakchaure

Rajya Sabha

21. Shri Krishan Lal Balmiki
22. Shri Lalhming Liana
23. Shri Mukut Mithi
24. Shri D. Raja
25. Shri Praveen Rashtrapal
26. Shri Thomas Sangma
27. Shri Veer Singh
28. Ms. Sushila Tiriya
29. Shri Brij Bhushan Tiwari
30. Miss Anusuiya Uikey

SECRETARIAT

- | | | |
|----------------------|---|-------------------|
| 1. Dr. R.K. Chadha | - | Joint Secretary |
| 2. Ms. J.C. Namchyo | - | Director |
| 3. Smt. Maya Lingi | - | Deputy Secretary |
| 4. Shri Mukesh Kumar | - | Committee Officer |

INTRODUCTION

I, the Chairman, Committee on the Welfare of Scheduled Castes and Scheduled Tribes having been authorised by the Committee to finalise and submit the Report on their behalf, present this First Report (Fifteenth Lok Sabha) on the Ministry of Petroleum & Natural Gas on the subject "Reservation for and Employment of Scheduled Castes and Scheduled Tribes in Oil & Natural Gas Corporation Limited (ONGC)".

2. The Committee took evidence of the representatives of the Ministry of Petroleum and Natural Gas and those of Oil & Natural Gas Corporation Limited (ONGC) on 26th March, 2008. The Committee wish to express their thanks to the officers of the Ministry of Petroleum and Natural Gas and Oil & Natural Gas Corporation Limited (ONGC) for placing before the Committee the material and information the Committee required in connection with the examination of the subject.

3. The Report was considered and adopted by the Committee on 18th September, 2009.

4. A summary of conclusions/recommendations contained in the Report is appended (Appendix).

New Delhi;
November, 2009
Agrahayana, 1931(Saka)

(GOBINDA CHANDRA NASKAR)
Chairman
Committee on the Welfare of
Scheduled Castes and
Scheduled Tribes.

CHAPTER - I**ORGANISATIONAL SET UP AND BOARD OF DIRECTORS****A. Background Note**

1.1 The Oil and Natural Gas Commission (ONGC) came into existence on the 14th August, 1956 and later got converted into a statutory body on the 15th October, 1959. Thereafter, the Oil and Natural Gas Corporation Limited (ONGC) was incorporated on 23.06.1993 under the Companies Act, 1956 after transforming the statutory Commission namely Oil and Natural Gas Commission into a Public Company through an Act of Parliament so as to take over its business w.e.f. 1st February, 1994. The Company is number one gas exploration and production company not only in India but in entire Asia. According to Forbes Global 2000 list, ONGC is ranked 198. This fully integrated oil company in India operates all along hydrocarbon chain with value addition at each level. Inception of ONGC goes back to 1955 with formation of Oil and Natural Gas Directorate under Ministry of Natural Resources and Scientific Research. This body was formed around a core of geo-scientists from Geological Survey of India. In 1956 this directorate was promoted as a Commission and ultimately to a statutory body in 1959. The Company was formed to plan, organize, implement and promote programmes for development of petroleum resources, and production and sale of petroleum products. The main objective of ONGC is to become a world class oil and gas company integrated in energy business with dominant leadership and global presence. It contributes 77% of India's crude oil production and 81% of India's natural gas production.

B. ONGC offices

1.2 ONGC has its headquarters at Dehradun. Its registered office is situated in Delhi. It has 6 Regional Offices at Mumbai, Vadodara, Nazira (Assam), Kolkata, Chennai and Dehradun.

C. Board of Directors

1.3 The Committee have been informed that the Board of Directors of ONGC consists of 7 functional Directors including Chairman and Managing Director, 5 non-official part-time Directors and 2 Government Directors.

1.4 In reply to a question about the procedure for selection and appointment of Directors on the Board of ONGC, it has been submitted that appointments for the posts of functional Directors are made as per the recommendations of the Public Enterprises Selection Board (PESB) and after the approval of the Appointments Committee of the Cabinet (ACC). Appointments of Government Directors on the Boards of Oil PSUs are made by the Ministry after taking the approval of the Minister of Petroleum and Natural Gas. Appointments of Independent Directors on the Boards of Oil PSUs are made on the basis of the recommendations received from the Search Committee of Department of Public Enterprises (DPE). These recommendations are processed in the Ministry and after the approval of Minister of Petroleum and Natural Gas, their names are sent to Department of Personnel and Training (DOP&T) for taking the approval of the ACC.

1.5 When the Committee desired to know about the number of SC/ST Directors on the Board of Directors of ONGC, it was informed that at present there is no member on the Board of Directors belonging to SC/ST community in ONGC. The reasons thereof was that Government of India has not issued any orders providing reservations in the appointments of Directors on the Board of the particular Public Sector Enterprises.

1.6 On being asked as to what steps have been taken by ONGC to include SC/ST Members on the Board, it has been informed that Parliamentary Committee on the Welfare of Scheduled Castes and Scheduled Tribes had earlier recommended for reservation of SCs/STs in the Board of Directors of ONGC. The recommendation of the Committee had been examined in consultation with DOP&T and DPE but the same was not found acceptable. The matter is again being examined in consultation with DOP&T as advised by the Committee in their Forty-ninth Report (Tenth Lok Sabha).

1.7 When Committee desired to know the reasons as to why the earlier recommendation was not found acceptable, it was stated that the recommendation of the Parliamentary Committee on the Welfare of Scheduled Castes and Scheduled Tribes was not found acceptable on the ground that the policy of the Government was to select Directors, from amongst persons with proven ability and good record in the fields of Industry, Commerce, Administration, Finance, etc. It has also been informed that in the Forty-ninth Report (10th Lok Sabha), the Committee on the Welfare of Scheduled Castes and Scheduled Tribes had *inter-alia* recommended that the Government should re-examine the same so that SC/ST people should get due representation on the Board of Directors in PSUs and if need be, giving them relaxation in eligibility criteria. It has further been informed that since it is a policy matter, the Ministry of Petroleum and Natural Gas is not in a position to say anything in this regard unless there is clear cut guidelines of DOP&T/Department of Public Enterprises (DPE). Therefore, the recommendation was forwarded to Department of Personnel and Training and Department of Public Enterprises for re-examination. The Ministry of Petroleum and Natural Gas has not received any reply so far in the matter.

1.8 To a query as to whether at any point of time any person belonging to SC/ST had been nominated as Member on the Board of Directors of ONGC, it has been informed that Shri B.C. Bora, CMD from 23.08.1995 to 30.04.2004, Dr.Jauhari Lal, Director (HR) from 31.07.1992 to 30.04.2003 and Shri Nathu Lal, Director (T&FS) from 12.03.2001 to 30.04.2005 were on the Board of Directors of ONGC.

1.9 The Committee note that present Board of Directors in Oil and Natural Gas Corporation consists of 7 functional Directors, 5 non-official part time Directors and 2 Government Directors. However, none of them belongs to SC/ST category. The Committee note that in the past, three officers belonging to SC/ST communities had been on the Board of Directors. The Committee observe that appointment to the post of Functional Directors are made as per the recommendations of the Public Enterprises Selection Board (PESB) and after the approval of the Appointments Committee of Cabinet (ACC). Appointment of Government Directors on the Board of Oil PSUs are made by the Ministry after taking the approval of the Minister of Petroleum and Natural Gas. Appointment of independent Directors on the Board of Oil PSUs are made on the basis of the recommendations received from the Search Committee of the Department of Public Enterprises (DPE). These recommendations are processed in the Ministry and after the approval of the Minister of Petroleum and Natural Gas, their names are sent to the Department of Personnel and Training for taking the approval of the Appointments Committee of the Cabinet.

1.10 The Committee also note that the matter is again being examined in consultation with DOP&T as advised by the Committee in their 49th Report (10th Lok Sabha) and would like to be apprised of the latest position in this regard. The

Committee would also like to know the efforts made by the Ministry of Petroleum and Natural Gas to pursue the matter with DOP&T.

1.11 The Committee are of the view that since the appointment of Government Directors on the Board of Oil PSUs including ONGC are made by the Ministry of Petroleum and Natural Gas after taking approval of the Minister, it would not perhaps be difficult to find SC/ST candidates having suitable qualifications for appointment as Members on the Board. The Committee, therefore, recommend that the Ministry should sponsor the names of suitable SC/ST candidates for appointment as Government Directors to the Minister of Petroleum & Natural Gas. Even though reservation is not available at present in higher posts yet the Committee note that previously 3 SC/ST officers had been the members on the Board. The Committee urge the Public Enterprise Selection Board (PESB) to regularly requisition names of suitable SC/ST candidates for appointment as functional Director so that deserving SC/ST candidates do not feel left out. The Committee are also of the view that DPE should also make efforts to recommend names of suitable SC/ST candidates to DOP&T for appointment as independent members on the Board for consideration by ACC. An SC/ST member on the Board, by virtue of his position, can play a crucial role for the welfare of SC/ST employees while also contributing to the growth of ONGC. Being on the Board of Directors, he can involve himself in the decision making process on various policy issues including proper implementation of Reservation Policy which is normally considered at Board level meetings. The Committee, therefore, strongly recommend that the ONGC should take a proactive role in the process of

appointment of SC/ST members on the Board. There is no dearth of eligible SC/ST candidates for appointment to the Board and the Committee urge the ONGC to sponsor them to the Government for appointment on the Board. The Committee also recommend the ONGC to clearly spell out and justify the need for appointments of SC/ST members on the Board. The Committee recommend that, if necessary, the Government should amend the enabling rules/regulations governing appointments to the Board in view of the Constitutional mandate so as to facilitate appointments of SC/ST member on the Board. The Committee would also like to be apprised about the details of guidelines of the Government/Public Enterprises Selection Board in the matter of appointment on the Board of Directors in PSUs including ONGC.

CHAPTER II**RESERVATION IN SERVICES****A. Reservation in recruitment****(i) Post filled by direct recruitment**

2.1 The Committee have been informed that reservation for SCs/STs in direct recruitment has been in force since 1959. The percentage of reservation in Group 'A' posts is 15% for SCs and 7.5% for STs in direct recruitment on All India basis through open competition and 16.66% for SCs and 7.5% for STs in direct recruitment on All India basis other than open competition. In case of recruitment to Group 'C' and 'D' posts, reservation is made on the basis of reservation as applicable in the respective States as per laid down policy.

2.2 There is reservation in the posts filled through direct recruitment as shown under:-

I. Group 'A' Posts: (Direct Recruitment)

- 1) E-1 level (pay scale Rs. 12000-17500/-)
- 2) E-4 level (pay scale Rs. 17500-22300/-)

II. Group 'C' Posts: (Direct Recruitment)

- 1) Top of Class – III (Rs. 7000/- open ended)
- 2) A-II level (Rs. 5100/- open ended)
- 3) Bottom of Class – III (Rs. 4700/- open ended)

III. Group 'D' Posts: (Direct Recruitment)

- 1) **W-IV** (Bottom of Class – IV) (Rs. 4300/- open ended)

Reservation applied for all the aforementioned induction level posts in ONGC. No reservation is envisaged in the levels E-3, A-II, A-III, W-I, W-II and W-III to which Time Bound promotion is only given. In case of Time Bound promotion to E-2 and E-4 level also, reservation is not envisaged.

IV. Also reservation is not envisaged in promotions to senior Managerial posts (Corporate level) for which selection is made by merit alone. Scales of pay of these posts are:

- i) Rs. 18500-23900 (E-5)
- ii) Rs. 19500-25600 (E-6)
- iii) Rs. 20500-26500 (E-7) & (E-8)
- iv) Rs. 23750-28550 (E-9)

(ii) Post filled in by promotion

2.3 The Committee have further been informed that ONGC follows time bound promotions. Under this promotion policy, all eligible employees who are otherwise fit and completed the prescribed years of experience are promoted to the next higher post irrespective of any vacancy up to E-4 level. It has also been informed that no reservation is envisaged in promotion up to E-4 level. In case of Time Bound promotion to E-2 V3 & E-4 level also, reservation is not envisaged.

B. Recruitment procedure

2.4 When the Committee desired to know about the procedure for recruitment to Group 'A' and Group 'B' posts, they were informed that once vacancies are identified, created and approved, necessary notification are issued for recruitment. Recruitments are done in two different modes, one is through campus recruitment and another is through open recruitment exercise. For campus selection, Institutes/Universities are identified by the Competent Authority of ONGC and accordingly selection process through a high level selection committee is carried out. The selection committee has one member from the reserved community. Open selection process involves written test and interview through a high level selection committee in which one member from the reserved community is invariably there. The Committee have also been informed that induction in Group 'B' is not prescribed in ONGC.

2.5 It has also been stated that recruitment in ONGC is decentralized region-wise for Group 'C' and 'D'. Recruitment is governed as per the ONGC Recruitment and Promotion Regulations. Recruitment to 'C' posts is made by advertisement/notification in the Newspapers and Employment Exchanges. Induction to Group 'D' posts is made through notification of vacancies to local Employment Exchanges.

2.6 When specifically asked whether ONGC mentions in their requisition for Group 'C' and Group 'D' posts to Employment Exchange 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 post evidence replies, the Committee were informed that while carrying out recruitment in Group C & D category, ONGC provides requisitions to the District Employment Officer who in-turn takes care of other Employment Exchanges working in his control including one specially created for SC/ST. It is ensured that adequate number of candidates (belonging to SC/ST categories) are sponsored from the Employment Exchange.

2.7 In reply to a query as to whether ONGC resorts to ad-hoc appointments, the Committee were informed that ONGC does not resort to ad-hoc appointments in the organisation.

2.8 The Committee have been informed that copies of advertisements are sent to the recognised All India Associations of SCs/STs. It has however, been intimated that vacancies for SCs and STs are not advertised over All India Radio or Doodarshan. However, this practice is to be adopted in ONGC.

2.9 The Committee have further been informed that letters of interviews/appointment are issued to the candidates through e-mail, registered post/courier, etc. The same information is also hosted on the ONGC website. Minimum 3-4 week notice is given to

the candidates for appearing in written test/interview as also for joining after their selections.

2.10 The Committee note that the mode of recruitment for Group A posts is either through campus recruitment or through open recruitment exercise. In case of Group C and D posts, recruitment in ONGC is decentralized regionwise. The Committee have also been informed that while carrying out recruitment in Group C and Group D posts, ONGC provides requisition to District Employment Officer who ensures that adequate number of candidates belonging to SC/ST categories are sponsored from the employment exchange. The Committee are of the view that since ONGC recruits its Group C and Group D employees only regionwise, it should be ensured that ONGC advertises the vacancies in Group C and Group D posts over All India Radio and Doordarshan also. If sufficient number of SC/ST people are not available in the specified regions, ONGC should advertise these posts in areas predominantly resided by SCs and STs so that there is no shortfall in intake of number of SCs and STs to the posts for which they are required. The Committee would also like to know the number of candidates selected for Group 'A' posts through campus recruitment during the years 2006, 2007 and 2008 and the number and percentage of SCs/STs candidates amongst them. The Committee should also be apprised of the details of Institutions/Universities from where the graduate trainees for Group A posts have been recruited through Campus recruitment during the above mentioned period.

C. Concessions/relaxations

2.11 The Committee have been informed that the following concessions/relaxations are extended to the SC/ST candidates at the time of recruitment:-

- (i) Age relaxation by 5 years.
- (ii) Exemption from payment of prescribed applicable fees.
- (iii) Reimbursement of rail/bus fare for attending written tests/interviews.

- (iv) Relaxation in marks upto 5% is given in comparison to General candidates for determining eligibility for written test.
- (v) Preparation of separate merit list of SC/ST candidates to call them for interviews on relaxed standards. The cut off percentage of marks in written test is less as compared to general candidates.
- (vi) Separate interview and assessment by relaxed standards is made for SC/ST candidates. Relaxation of upto 20% in marks is given in the interview for qualifying for selection.

2.12 Further, as per the instructions, relaxations/concessions for SCs/STs are to be given upto E-2 level in Class – I. However, since ONGC has quantification system of promotions at these levels under Time Bound Promotion System (there is no concept of vacancy), therefore, no relaxations/concessions are envisaged.

D. Details of Recruitment

2.13 The Ministry have furnished the following details of recruitment made for various categories of posts by ONGC during the years 2004, 2005, 2006 and 2007:-

Year	Category/level Posts	Total No. of vacancies occurred	Total no. of vacancies actually filled	No. of vacancies for SC			No. of vacancies for ST			No. of candidates appointed		No. of vacancies carried forward	
				C/F from Prev. year	Reserved during the year	Total	C/F from Prev. year	Reserved during the year	Total	SC	ST	SC	ST
1	2	3	4	5	6	7	8	9	10	11	12	13	14
2004	Class – I	260 + 105 **	209 + 54 **	-	59 + 6 **	59 + 6 **	-	61 + 1 **	61 + 1 **	42 + 4 **	48 + 1 **	-	-
	Class – III	32	32	-	1	1	-	-	-	1	-	-	-
	Class – IV	-	-	-	-	-	-	-	-	-	-	-	-
2005	Class – I	2 + 19 **	2 + 19 **	-	1 + 2 **	1 + 2 **	-	-	+ 3 **	-	-	-	-
	Class – III	24	24	-	2	2	-	-	-	2	-	-	-
	Class – IV	7	7	-	1	1	-	-	-	-	-	-	-
2006	Class – I	263 + 192 **	205 + 116 **	-	40 + 18 **	40 + 18 **	-	68 + 16 **	68 + 16 **	23 + 18 **	42 + 3 **	-	-
	Class – III	1 *	1 *	-	-	-	-	-	-	-	-	-	-
	Class – IV	-	-	-	-	-	-	-	-	-	-	-	-
2007	Class – I	291 + 115 **	179 + 115 **	-	31 + 13 **	31 + 13 **	-	9 + 3 **	9 + 3 **	27 + 9 **	6 + 3 **	-	-
	Class – III	2 *	2 *	-	-	-	-	-	-	-	-	-	-
	Class – IV	2 *	2 *	-	-	-	-	-	-	-	-	-	-

*DODs : Dependent of Deceased Employees (Accident while on duty)

** Recruited through Campus

Note:

1. Fresh recruitment action taken considering the post-based roster status.
2. The employees strength are plotted in the Post-based rosters maintained at the end of each year (i.e. as on December 31 of each year).
3. As no shortfall remained after re-casting of rosters on the recruitment action taken in these years, posts not carried forward.

2.14 The Committee have been informed that as per post based direct recruitment rosters, there is no shortfall of SC/ST as on 31.12.2006.

2.15 The ONGC has furnished the following updated details of recruitment made for various categories of posts during the years 2008 and 2009 (till date):-

Year	Category/level Posts	Total No. of vacancies occurred	Total no. of vacancies actually filled	No. of vacancies for SC			No. of vacancies for ST			No. of candidates appointed		No. of vacancies carried forward	
				C/F from Prev. year	Reserved during the year	Total	C/F from Prev. year	Reserved during the year	Total	SC	ST	SC	ST
1	2	3	4	5	6	7	8	9	10	11	12	13	14
2008	Class – I	478	478	-	69	69	-	25	25	69	25	-	-
	Class – II	5 *	5	-	1	1	-	-	-	1	-	-	-
	Class – III	128	128	-	13	13	-	12	12	13	12	-	-
	Class – IV	50 **	50	-	3 **	3	-	-	-	3	-	-	-
	Total	661	661	-	86	86	-	37	37	86	37	-	-
2009 (Till date)	Class – I	125	125	-	34	34	-	17	17	34	17	-	-
	Class – II	2 *	2	-	-	-	-	-	-	-	-	-	-
	Class – III	23	23	-	3	3	-	1	1	3	1	-	-
	Class – IV	1	1	-	-	-	-	-	-	-	-	-	-
	Total	151	151	-	37	37	-	18	18	37	18	-	-

Note:

- (i) Fresh recruitment action taken considering the post-based roster status.
(ii) The employees strength are plotted in the Post-based rosters maintained at the end of each year (i.e. as on December 31 of each year).
(iii) As no shortfall remained after re-casting of rosters on the recruitment action taken in these years, posts not carried forward.
* Recruited against sports quota.
** These were contingent persons absorbed in ONGC subsequent to Hon'ble Supreme Court Order dated 20.11.2006 and clarifying Order dated 08.02.2008 passed in Civil Appeal No.6607/2005 & IA No.10 in Civil Appeal No.6607/2005 in the matter Engineering

2.16 To a specific query regarding reasons as to why there is no reservation in recruitment of E-3 level post (Group 'A'), the Ministry through the post evidence replies have informed that:- "E-3 level is not an induction level in ONGC. It is filled up by promotion from E-2 level".

2.17 The Committee note that no shortfall of SC/ST has been shown as on 31.12.2006, 31.12.2007 and 31.12.2008. It has been stated that fresh recruitment action has been taken considering the post based roster status. It has further been stated that as no shortfall remained after recasting of rosters, posts are not carried forward. The Committee should, therefore, be apprised whether the prescribed percentage for SCs and STs in each cadre had been accomplished before switching over to post based roster. The Committee would like to stress here that the Constitution Bench of the Supreme Court in the case of Shri R.K. Sabharwal Vs. State of Punjab as well as Shri J.C. Mallick vs. Ministry of Railways

had held that the vacancy based rosters can operate only till such time as the representation of persons belonging to the reserved categories in a cadre reaches the prescribed percentage of reservation *vide* Ministry of Personnel, Public Grievances and Pension O.M. No. 36012/2/96-Estt. (Res.) dated the 2nd July 1997. The Committee should be apprised of the same along with figures.

E. Backlog/Special Recruitment Drive

2.18 To a query as to whether any special recruitment has been made exclusively for SCs/STs by ONGC, and if so to furnish the details of posts filled category-wise, the Committee have been informed that though there is no shortfall in Group 'A' posts, ONGC has taken initiatives to make Special Recruitment Drives during the years 2002, 2003 and 2005 as per detail given below:-

Recruitment exercise	Post		Total	Filled in	
	SC	ST		SC	ST
GT (SRD)-2002	24	55	79	25	53
GT (SRD)-2003	46	54	100	35	44
GT(SRD)-2005	33	67	100	31	44

2.19 When asked to give details of 279 posts (groups) for such SRD had been conducted during the years 2002, 2003 and 2005, the information as provided is same as at para 2.18.

2.20 When enquired whether all backlog vacancies have been cleared by conducting Special Recruitment Drive, it was stated that as per post based direct recruitment rosters, there is no shortfall of SC/ST as on 31.12.2006. The Committee have also been informed that ONGC keeps the backlog vacancies alive for future consideration.

2.21 During evidence, in regard to shortfall a representative of ONGC stated:-

“Although, there is no shortfall in ‘A’ category, still we are continuing with the SRD initiatives and in this particular year, we hope to complete another 68 posts in May be this month itself through various initiatives, even through in-campus recruitment. We follow this criteria and we have done it and we hope to complete in this month. We are quite upbeat about the initiatives taken even at the regional level where we undertake recruitment of staff. Clear guidelines, clear procedures are being invoked and are being followed by the personnel and they are doing the review from time to time by our corporate office. We always seek guidance from the Ministry and there are regular meetings on these initiatives. We also make sure to see that we are in line with that.”

2.22 During evidence, the CMD ONGC had also *inter-alia* stated:-

“I would like to give a commitment that we will see to it that if there is a shortfall, we will do another recruitment drive”.

2.23 The Committee note that Special Recruitment Drive had been conducted by ONGC during the years 2002, 2003 and 2005. The Committee had specifically asked to furnish the details of posts filled categorywise but the Ministry have replied that they initiated Special Recruitment Drive though there was no shortfall in Group A posts. The Committee regret that the Ministry did not furnish the information as desired by them. It is also not clear as to how ONGC conducted Special Recruitment Drive if and when there was no backlog in SC/ST posts. The Committee should, therefore, be apprised as to when and how did the ONGC identify SC/ST posts for special recruitment drive during the years 2002, 2003 and 2005. The Committee had also asked the Ministry to give details of 279 posts (Groups) which were identified as SC/ST posts for Special Recruitment Drive. The Committee are dismayed that the Ministry has again not provided the desired information. The Committee, therefore, recommend that the information sought should be provided to them without delay.

2.24 The Committee also recommend that posts reserved for SCs and STs in a particular year should be filled up during the same year so that no SC and ST vacancy remains unfilled at the end of that recruitment year.

F. Staff strength and shortfall

2.25 The manpower position in ONGC as on 01.01.2007 provided to the Committee is as follows:-

Group of posts	Total No. of employees	No.of		Percentage of		No. of shortfall		Percentage of shortfall	
		SC	ST	SC	ST	SC	ST	SC	ST
Class –I	19561	2989	1192	15.28	6.09	-	275	-	1.40
Class –II	3195	513	296	16.06	9.26	-	-	-	-
Class –III	7854	1190	971	15.15	12.36	-	-	-	-
Class –IV	3354	653	324	19.47	9.66	-	-	-	-
Grand Total	33964	5345	2783	15.74	8.19	-	-	-	-

2.26 When asked about the post-wise break up of 275 ST shortfall in Class I posts, the Committee were informed in the post evidence reply that overall man power strength of ONGC has adequate representation of personnel belonging to SC/ST categories. However, the shortage in Group `A' has occurred due to retirement, superannuation, resignation, voluntary retirement etc. which in due course of time would be made up due to promotions/recruitment etc. Presently exercise of recruitment of 55 persons belonging to ST category is going on under Special Recruitment Drive.

2.27 In their updated information the ONGC has furnished the following details of staff strength:-

As on 01.01.2008

Group of posts	Total No. of employees	No.of		Percentage of		No. of shortfall		Percentage of shortfall	
		SC	ST	SC	ST	SC	ST	SC	ST
1	2	3	4	5	6	7	8	9	10
Class –I	20101	3133	1257	15.59	6.25	There is no shortfall of SC/ST on overall staff strength as on 01.01.2008			
Class –II	2913	447	272	15.35	9.34				
Class –III	6821	1036	909	15.19	13.33				
Class –IV	3212	627	315	19.12	9.81				
Total	33047	5243	2753	15.87	8.33				

As on 01.01.2009

Group of posts	Total No. of employees	No.of		Percentage of		No. of shortfall		Percentage of shortfall	
		SC	ST	SC	ST	SC	ST	SC	ST
1	2	3	4	5	6	7	8	9	10
Class –I	20707	3217	1335	15.54	6.45	There is no shortfall of SC/ST on overall staff strength as on 01.01.2009			
Class –II	3047	470	289	15.43	9.48				
Class –III	5972	889	833	14.89	13.95				
Class –IV	3123	607	308	19.44	9.86				
Total	32849	5183	2765	15.78	8.42				

2.28 The Committee note that there was a shortfall of 275 ST employees in Class I group of posts as on 1.1.2007. The reason for this shortage was given as retirement, superannuation, resignation, voluntary retirement etc. The Committee are perturbed by the fact that such a large number of Class I posts held by ST officers became available due to various reasons but were not filled and allowed to accumulate. The Committee desire that the particulars of these 275 ST officers because of whose resignation, superannuation, etc. the shortfall of ST Class I officers occurred should be provided to them.

2.29 The Committee note that as on 01.01.2008 and 01.01.2009, no shortfall of SC/ST officers on overall staff strength has been reported. The Committee hope that ONGC will continue to keep up this spirit in future also in order to maintain the

adequate representation of SCs/STs in all category of posts. The Committee should however be apprised as to how the shortfall of 275 posts in Class I has now been wiped out.

G. Reservation in promotion

2.30 As per information furnished to the Committee, there are three modes of promotion which are as under:-

(i) Seniority-cum fitness

2.31 Promotion to all eligible employees is considered after specified years of service, and employees meeting the minimum laid down criteria are promoted irrespective of the number of vacancies. This is a promotion policy on the lines of the Time Bound Promotion Scheme circulated by BPE vide its OM No.6/27/85-BPE(SC/ST Cell) dated 29.06.1987.

(ii) Quantification Scheme (E-2 to E-4 level)

2.32 Under the quantification scheme, applicable within Group–A (E-2 to E-4) individual is assessed based on qualification, experience and assessment as reflected in the Annual Performance Appraisal Reports and those fulfilling the laid down criteria are promoted.

(iii) Merit Promotion (Corporate level i.e. E-5 and above)

2.33 Promotions are considered by a Selection Committee based purely on “Merit”. Although, there is no reservation in promotion in the corporate level posts for SC/ST, the Selection Committee takes a considerate view.

2.34 When the Committee enquired about the concession/relaxations given to SC/ST employees while considering them for promotion, it was submitted that as per the instructions in ONGC, relaxations/concessions for SCs/STs have to be given upto E-2 level in Class-I(Scale of Pay Rs. 13750-18700). However, since ONGC has quantification system of promotions at these levels without any vacancy concept, no relaxation/concessions are envisaged since all eligible are promoted.

2.35 When asked whether ONGC has ever resorted to recruitment also in the event of not finding suitable SC/ST candidates for promotion in the feeder grade, the Committee were informed in their Post Evidence Reply (PER) that so far as the recruitment policy is concerned, the non-availability of candidates during the course of promotion is not fulfilled by recruitment drive. Accordingly, employees who are considered but could not be promoted for any reason including the vigilance and D&A reasons on a particular year, are considered again on next year or in general term every year till such time they qualify. In the subsequent year, the candidates earn higher weightage against seniority and therefore, prospects for promotion are better.

H. Details of Promotion

2.36 The following statement shows the details of employees promoted by ONGC during the years 2004, 2005 and 2006:-

Year	Category of posts	Total nos. of employees promoted	Considered		Promoted		Percentage of		No. of Backlog vacancies/shortfall		Remarks
			SC	ST	SC	ST	SC	ST	SC	ST	
1	2	3	4		5		6		7		8
2004	A	3303	453	186	408	138	90.97	74.19			Time bound promotion upto E4 level & thereafter selection post.
	B	66	7	0	7	0	100.00	0.00			
	C	1683	225	203	225	203	100.00	100.00			
	D	749	159	110	159	110	100.00	100.00			
	TOTAL	5801	844	499	799	451	94.67	90.38			
2005	A	2705	413	177	375	86	90.80	48.59			
	B	9	1	0	1	0	100.00	0.00			
	C	525	70	100	70	100	100.00	100.00			
	D	470	86	35	86	35	100.00	100.00			
	TOTAL	3709	570	312	532	221	93.33	70.83			
2006	A	3848	678	327	616	289	90.86	88.38			
	B	0	0	0	0	0	0.00	0.00			
	C	592	86	83	86	83	100.00	100.00			
	D	347	63	31	63	31	100.00	100.00			
	TOTAL	4787	827	441	765	403	92.50	91.38			

2.37 The ONGC is their latest information has furnished the details of employees promoted during the years 2007, 2008 and 2009 (till date):-

Year	Category of posts	Total No. of employees promoted	No. of posts filled		Percentage of		No. of backlog vacancies/shortfall		Remarks
			SC	ST	SC	ST	SC	ST	
2007	Class – I	3477	494	256	14.20	7.36	* *		
	Class – II	709	86	62	12.12	8.74			
	Class – III	239	35	42	14.64	17.57			
	Class – IV	855	160	68	18.71	7.95			
	Total	5280	775	428	14.67	8.10			
2008	Class – I	4376	662	326	15.12	7.44	* *		
	Class – II	97	12	12	12.37	12.37			
	Class – III	1144	205	135	17.91	11.80			
	Class – IV	405	84	32	20.74	7.90			
	Total	6022	963	505	15.99	8.38			
2009 (Till date)	Class – I	2971	490	295	16.49	9.92	* *		
	Class – II *	-	-	-	-	-			
	Class – III	1387	220	192	15.86	13.84			
	Class – IV	380	82	25	21.57	6.57			
	Total	4738	792	512	16.71	10.80			

Note:- *Class II promotion are under process.

****Promotions in ONGC are akin to time bound promotions and hence no reservation is envisaged. Under this growth oriented promotion policy all eligible employees are considered for promotion to next higher grades after putting in the specified years of service irrespective of the number of vacancies.**

2.38 When enquired whether various orders regarding reservation in promotion have been adopted and implemented by ONGC, it was informed that promotions in ONGC are akin to Time Bound Promotion Scheme (TBPS) wherein all eligible employees are considered for promotion to next higher grades after putting in the specified years of service and fulfillment of requisite criteria irrespective of the number of vacancies. As such reservation is not envisaged .

2.39 When asked as to why the information has not been furnished as per the proforma supplied to ONGC, it was stated that the reason for not providing information in the prescribed format is that the format is mainly designed with vacancy based concept. Since ONGC has a time bound promotion scheme up to E-4, candidates are considered in batches irrespective of number of vacancies. Persons who are eligible under the minimum requisite criteria are promoted even at later date with all attendant benefits.

This is equally applicable to SC/ST candidates also. Therefore, the promotion exercise of a particular year taken up on 1st January is carried out during the entire year and also in subsequent years as maintaining their initial effective date of promotion. Since the situation is different, the format was also designed in a manner to indicate the actual position.

2.40 Asked about the safeguard provided to protect the interest of SC/ST employees in the matter of promotion as at entry level, reservation of certain percentage of posts has been provided to SCs/STs so as to maintain the prescribed strength, the Committee have been informed that no separate safeguards are needed in view of time bound promotion scheme being followed in ONGC. All eligible and fit candidates including those belonging to SC/ST categories are promoted without reference to vacancies. Adequate representation of SC/ST categories is maintained in such promotions.

2.41 When asked whether the TBPS does not tantamount to depriving SC/ST candidates of their reservation right in promotion up to E-4 level of posts, it was stated that there is no possibility of deprivation of any group including SC/ST in the time bound promotion scheme since the qualified employees meeting prescribed criteria are considered for promotion. Reservation is applicable in the case of fixed number of vacancies. In the case of time bound promotion scheme, vacancies are unlimited and all eligible candidates meeting the minimum prescribed criteria are promoted.

2.42 When the Committee wanted to know whether Time Bound Promotion Policy dated 29.06.1987 circulated by Bureau of Public Enterprises need to be reviewed in view of post based reservation roster vide O.M. No.36012/2/96 Estt.(Res.) dated 2nd July, 1997 issued by the Department of Personnel and Training, it was replied that Time Bound Promotion Scheme is working extremely well. When enquired if the Time Bound

Scheme is not reviewed, how ONGC would maintain prescribed percentage of SCs and STs in various posts in view of post based roster, it was stated that since it is a Time Bound Promotion scheme, all qualified candidates meeting minimum prescribed criteria are promoted.

2.43 In reply to a question whether zone of consideration in promotions as prescribed by DOP&T is being followed by ONGC in regard to promotions to the posts of DGM, GM, GGM and ED, the Committee have been informed that the Company has its own Policy for promotion and performance criteria. Accordingly, the zone of consideration is decided and extended by the Company, keeping in view the number of promotions batch size and levels. In general, the Company extends coverage of batches of particular year, irrespective of caste, creed and origin. Therefore, the opportunities are made available to everyone of the batch without any discrimination to anyone.

2.44 When asked what kind of safeguards have been provided in Recruitment and Promotion Regulations of ONGC so that eligible SC/ST candidates are not superseded in merit promotion, the Ministry in their post evidence reply have mentioned that so far as the merit promotions are concerned, the relative merits of candidates are considered based upon the organisational requirement. However, due consideration is given to persons belonging to SC/ST categories while finalizing merit promotions. As a matter of policy, all 'fit' SC/ST candidates are invariably promoted under the merit scheme.

2.45 When asked whether it is true that SC/ST officers have repeatedly been superseded in merit promotions without giving any reasons to them and that 3 SC/ST officers who had been selected by DPC in the year 2005 were not promoted, the Committee were informed that all those executives who are found fit and falls within the number of vacancies and number of posts within the specific cadres are promoted and

thus, the issue of supersession does not arise. Since, this promotion is a merit selection; there is a possible chance of meritorious and performing candidates marching ahead of comparatively less meritorious and less performing candidates. As regards non-promotion of some of the executives in 2005, it has been stated that even after being selected by DPC, it is clarified that names of two of the executives were not released for promotions from E7 to E8 level in 2005 due to administrative reasons.

2.46 To an enquiry about the corrective action taken by ONGC to check discrimination and harassment of SCs/STs in their promotions, it has been stated that the criteria, as adopted by the Company is applicable to all the candidates, irrespective of their caste, creed and religion. Therefore, there cannot be any scope to victimize or favour to any of the candidates in any manner. The selection process and the ultimate results have satisfied all the communities and also matched the organizational requirement.

2.47 When asked about the requisite criteria that an eligible employee has to fulfill in case he has already put in the specified years of service to be considered for promotion to next higher grade by way of seniority-cum-fitness method, it was informed that so far as the promotion under Seniority-cum-fitness is concerned, an employee is required to have minimum two 'Good' and one 'Very Good' PARs for promotion from non-executive category to executive category and unionized category to Supervisory category, whereas three good rated PARs are sufficient for promotion within non-executive category. It has further been clarified that promotion from E0 to E1 is under Seniority-cum-fitness scheme and executives having minimum 3 good rated PARs are required for getting promotion to E1 level.

2.48 When asked what kind of concessions/relaxations are provided in case of quantification scheme of promotion of SCs/STs, it had been stated that the promotion under quantification scheme is a common criteria for all the categories and there is no relaxation for any category. This quantification scheme is aimed to grant higher weightage to qualified employees and also additional weightage of experience. The above scheme is working well and does not require any relaxation since weightage of qualification and seniority across the board is working well.

2.49 The Committee note that there are three modes of promotion in ONGC, viz. (i) On the basis of seniority-cum-fitness; (ii) Under Quantification Scheme and (iii) On the basis of Merit. As per the seniority-cum-fitness mode, all eligible employees are considered for promotion after completing specified years of service and meeting the laid down criteria irrespective of number of vacancies. The Quantification Scheme is applicable within Group A (E-2 to E-4) levels and promotions are given to employees based on the qualification, experience, assessment of Annual Performance Appraisal Reports and those fulfilling the laid down criteria. In case of promotion to E5 and above level (corporate level), promotions are considered by a Selection Committee based purely on merit. The Committee, however note that even after being selected by DPC, two of the SC/ST Executives were not released for promotion from E-7 to E-8 level in 2005 due to administrative reasons. The Committee desire to know the administrative reasons in this regard.

2.50 The Committee note that as per instructions, relaxations/concessions to SCs/STs in promotions are to be given up to E-2 level in Class-I (Scale of Pay Rs.13750-18700). However, no relaxations/concessions are envisaged since ONGC has quantification system of promotion at these levels without any vacancy concept. The Committee, however, are concerned that in case of promotion by seniority-cum-fitness method, there are certain criteria that eligible employees need to fulfil even after putting in specified years of service. The employees are required to have two Good and one Very Good PARs for promotion from non-executive category to executive category and unionized category to supervisory category. Similarly, three Good rated PARs are required for promotion within non-executive category. It has further been stated that promotion from E-0 to E-1 is through seniority-cum-fitness scheme and 3 Good rated PARs are required for promotion to E-1 level. The contention of ONGC that no relaxation/concession are envisaged for SCs and STs since all eligible employees are promoted under the quantification scheme does not seem to carry weight. The benchmark fixed for all the eligible employees might not be easily reachable for SC/ST employees and they might miss the opportunity for promotion in a particular year. The apprehension of the Committee is strengthened by the fact that in category 'A' posts, many SC and ST candidates were considered for promotion during the years 2004, 2005, 2006 and 2007. However, less number of SC and ST candidates have been promoted. The Committee has taken a serious view of the matter. The Committee should be apprised of the posts (level) in which SCs and STs were considered but were not promoted as also the reasons for not promoting them. The Committee also recommend that relaxations/

concessions which are already required to be given for SC/ST employees on promotion up to E-2 should strictly be given. The Committee also strongly recommend that ONGC should give concession/relaxation in the matter of qualification and experience while considering SC/ST employees for promotion from E-2 to E-4 level. The Committee should also be apprised of the promotion undertaken in Class II during the year 2009.

CHAPTER – III**MEASURES TO IMPROVE REPRESENTATION OF SCHEDULED CASTES/
SCHEDULED TRIBES****A. Liaison Officer and SC/ST Cell in the Ministry**

3.1 The Committee have been informed that there is a SCT Cell headed by a Liaison Officer of the rank of Director to oversee the implementation of reservation policy for SCs/STs in ONGC. The Liaison Officer inspects the reservation rosters maintained by ONGC establishment annually and renders advice/suggestion wherever required. The Committee have also been informed that under the supervision of Section Officer, one Assistant and one Lower Division Clerk are working in the Cell. The officers and staff posted in the SCT Cell are adequate to cope up with the work of the Cell.

3.2 When asked about the number of SC/ST staff working in SCT Cell, it has been informed that there are no SC/ST officials/subordinate staff working in the SCT Cell. However, the Liaison Officer of the Cell belongs to ST community. It has also been informed that the officers and staff working in the SCT Cell are well conversant with reservation policy for SCs/STs.

3.3 To a specific query whether any work other than overseeing the implementation of reservation policy for SCs/STs is allocated to the Liaison Officer in SCT Cell, the Committee have been informed in their post evidence reply that Liaison Officer in SCT Cell in the Ministry has been allocated other light work besides SCT Cell.

B. Liaison Officer and SC/ST Cell in ONGC

3.4 In reply to a question whether any SC/ST Cell has been set up in the ONGC at its Head Office and regional/zonal offices to look after the interest of SC/ST employees, the Ministry replied in affirmative. It has also been stated that since SC/ST Cell is functioning at Headquarters with full fledged officers and staff there is no separate SC/ST Cell set up at Work Centres of ONGC. Liaison Officers have been nominated to look after matters relating to welfare/grievances/complaints of SC/ST employees at Work Centre level. Besides, Chief Liaison Officer for SC/ST, 7 persons are working in SC/ST Cell at Headquarters, Dehradun, which includes two Managers, four Assistants and one Attendant. Out of these seven persons, 4 belong to SC/ST category.

3.5 The main function of the SC/ST Cell is to carry out inspection of rosters maintained for providing reservation for SC/ST and also submit various periodical reports to Ministry of Petroleum and Natural Gas on implementation of reservation policies. The Cell also circulates the instructions/amendments in respect of reservation policy received from the Ministry from time to time to the concerned Sections/Departments for compliance. They further ensure compliance of percentages of quota meant for SCs/STs in allotment of quarters and in sponsoring candidates belonging to SCs/STs for training and seminars both within and outside India. Liaison Officers have been appointed at various Work Centres of ONGC to look after the welfare matters and instructions issued by the Cell pertaining to SC/ST employees. The Cell also makes arrangements to hold periodical meetings of representatives of SC/ST Employees Welfare Association with the Management for redressal of their grievances.

3.6 It has been stated that Liaison Officers at Work Centres are appointed with the approval of the Asset Manager/Basin Manager etc. It has also been informed that workshop on reservation policy is organised every year especially for Liaison Officers to acquaint themselves with the reservation policy for SCs/STs.

3.7 To a specific query regarding eligibility criteria being adopted for appointment of Liaison Officer, it has been submitted that there is no eligibility criteria fixed for nomination of Liaison Officers at Work Centres. However, persons with exposure on reservation policy and having a positive attitude towards the welfare of SCs/STs are usually nominated. The Liaison Officers appointed at various Work Centres vary from Senior HR Executives to Deputy General Managers.

3.8 The Committee through post evidence reply have been informed that most of the Liaison Officers nominated at different Work Centres of ONGC belong to SC/ST communities.

3.9 To a specific query whether any complaint regarding functioning of SC/ST Cell has been received, it has been informed that ONGC has not received any complaint regarding functioning of SC/ST Cell so far.

3.10 When asked about the details of welfare matters being looked after by Liaison Officers, it was informed that welfare matters include like implementation of Annual Component Plan for SC/ST, providing office accommodation, communication facilities like providing telephone etc. to office bearers of SC/ST Association. They are also assisting in organizing meeting at Work Centres level between Management and Associations in order to provide a forum for settlement of issues.

3.11 When asked whether any additional work has also been assigned to the Liaison Officer working in ONGC, the Committee were informed that the Liaison Officer has been entrusted with other work as well.

C. Periodical meetings

3.12 When asked about the holding of the periodical meetings with Liaison Officer with the SC/ST Welfare Associations, the Committee were informed that the periodical meetings are held with the SC/ST Welfare Association. These meetings are held monthly and quarterly at Work Centre level and with the Management at apex level twice in a year. It has also been informed that minutes of the meetings are circulated to SC/ST Employees Welfare Association in ONGC and that the last meeting between All India SC/ST Employees Welfare Association was held on 22.05.2007 at New Delhi at apex level. Another meeting at apex level was also fixed on 7th April, 2008 at New Delhi. However, on the request from the Association it was postponed.

3.13 Asked about the main points raised by the SC/ST Employees Welfare Association and whether the same have been resolved, the Ministry in their post evidence reply stated that issues raised by SC/ST Association in the above meeting have been addressed/settled or are to be reviewed in the next meeting with new agenda.

D. Rosters

3.14 When asked about the posts/group for which rosters regarding reserved vacancies are maintained by the ONGC at its Head Office, it was informed that recruitment in ONGC is centralised for Group 'A' and decentralised region-wise for Group 'C' and 'D'. Group 'B' is only promotional post and no induction is carried out at this level.

Recruitment is made as per the ONGC modified Recruitment and Promotion Regulations 1980 as amended from time to time with the approval of the Board. Roster for reservation in recruitment for Group 'A' posts is maintained at Headquarters:

Group 'A':-

- (i) E-1 Level (pay scale Rs.12000-17500)
- (ii) E-4 Level (pay scale Rs.17500-22300)

3.15 In regard to posts/Group of posts for which rosters are maintained by ONGC at its regional offices, the Committee have been informed as under:-

Group 'C'

- (i) Top of Class – III (Rs.7000/- open ended)
- (ii) A-II level (Rs.5100/- open ended)
- (iii) Bottom of Class-III (Rs.4700/- open ended)

Group 'D'

- (i) Bottom of Class IV (Rs.4300/- open ended).

3.16 In reply to a question whether any representative of the Ministry of Petroleum and Natural Gas visits the Head Office and Regional Offices of ONGC to check the rosters maintained by ONGC and whether any discrepancies had been noticed by the representative, the Committee have been informed that representative of the Ministry of Petroleum and Natural Gas visits Headquarters and Regional Level Offices every year. The following observations were made by officials of the Ministry during the inspection of Headquarters Region on 01.11.2006 for the year 2005.

- (i) It is observed that the basic percentage of reservation for SCs/STs/OBCs have achieved by ONGC.
- (ii) From 2006 onwards rosters are required to be redrafted on replacement basis instead of running basis.

Responses

This has been adopted in preparation of roster as on 31.12.2006.

- (iii) Grievance register and guard files are maintained as per the Government instructions.
- (iv) Shortfall in SC category as well as PH may be taken care of.

Responses

This will be taken into consideration in future recruitment exercise.

It has also been informed that rosters pertaining to direct recruitment to Group 'C' and 'D' have also being maintained by respective regions/Work Centres.

3.17 On an enquiry whether the rosters have now been recast on replacement basis from 2006 onwards as suggested by the officials of the Ministry, it has been replied in affirmative. When asked whether there has been change in overall representation of SC/ST community due to addition/deletion of SC/ST posts on post based roster, it has been stated that there has been change on conversion from vacancy based roster to post based roster since some special drives were taken on earlier occasion in some category as one time measure.

3.18 When asked about maintaining equilibrium in promotion and recruitment as rosters for the latter would be post based and not vacancy based, the Committee were informed that there is no necessity for maintaining a roster for promotion in any manner as the company has adopted Time Bound Promotion Scheme upto E-4 level and the recruitment roster (post based) exists at induction level. Since there is no restriction of vacancies in the case of promotions there is no need for vacancy based roster for promotions.

3.19 In reply to a query as to whether any complaint/grievance has been received in regard to delay or supersession in promotion in the absence of rosters, it has been stated that there is no such complaint/grievance for non-observation of roster in the case of promotions in time bound categories.

3.20 The Committee note that a Liaison Officer of the rank of Director has been appointed in the Ministry to oversee the implementation of reservation policy for SCs and STs in ONGC. The Committee also note that Chief Liaison Officer has been appointed at the Headquarters of ONGC at Dehradun and Liaison Officer in different Work Centres. To assist the Liaison Officer in the Ministry, there is a Cell comprising one Section Officer, one Assistant and one L.D.C. A Cell is also functioning at the Headquarters of ONGC comprising two Managers, four Assistants and one Attendant to assist the Chief Liaison Officer. The Committee, however, express their concern over the fact that there are no Cells functioning in different Work Centres to assist the Liaison Officers. The Committee would like to know how the Liaison Officers appointed in those Work Centres are able to function without any help. The Committee, therefore, strongly recommend that ONGC should ensure to post some incumbents to assist those Liaison Officers at different Work Centres.

3.21 The Committee also note that a workshop on reservation policy is organized every year especially for Liaison Officers to acquaint themselves with the reservation policy for SCs/STs. The Committee stress that the officials working in the Cell should also be given training on all aspects in regard to proper implementation of reservation policy for SCs and STs in services. The Committee are happy that representative of the Ministry visits annually the Headquarters and regional level offices to check the rosters maintained by ONGC. The observations

made by the officials of the Ministry during the inspection of Headquarters on 1.11.2006 for the year 2005 have been provided to the Committee. However, nothing has been mentioned about the inspections carried out in regional level offices during the same period. The Committee recommend that inspection of rosters should be completed within first half of a calendar year.

E. Training

3.22 The Committee have been informed that there is no provision for pre-recruitment training in ONGC. However, in-service training is given to all the employees of ONGC including SCs/STs.

3.23 The details of service training of employees during the years 2004, 2005, 2006 and 2007 are as under:-

Year	Total	SC	ST
2004	8884	1109	473
2005	9664	1195	567
2006	7625	969	453
2007	4364	464	284

3.24 As per latest information, the details of training imparted during the years 2007-2008 and 2008-2009 (till date) are as under:-

Year	Total	SC	ST
2007-2008	5562	340	131
2008-2009	5890	409	183

3.25 About the duration and effectiveness of such training programmes, the Committee have been informed that the duration of training is 5 days in most of the programmes. However, some programmes are of longer duration ranging from 2-4 weeks. The trainings are aspired to promote joint efforts in achieving common objectives through participants centered training and sharing of concepts with the individual and group

experience. Training programmes at ONGC Academy are highly interactive and participative to enhance learning process. The trainings are effective in enhancing the capabilities giving a renewed focus and also bridging the skill gaps.

3.26 When asked whether ONGC has any mechanism by which SC/ST employees if found below the required standard for promotion are given promotion training, it was *inter-alia* stated that it has no such provision for pre-promotional training. However, employees are sent for various training courses for their professional growth.

3.27 The Committee note that there is no provision for pre-recruitment training for SCs/STs in ONGC. The Committee also note that there is no provision for pre-promotional training for those SC/ST employees found below the required standard. However, in-service training is being given to all the employees including SCs/STs. The Committee note from the information provided that some SCs and STs had been provided with in-service training during the years 2004 to 2007. The number of SCs and STs given in-service training was, however, far below in comparison to candidates of general categories during all those years. The Committee are not satisfied with the reply submitted by ONGC as it does not seem to have a will to train more SC/ST employees. The Committee, therefore, recommend that ONGC should endeavour to atleast sponsor 15% of SC and 7.5% of ST employees for in-service training. The Committee, further note that as per the information provided in the first instance, the number of SCs and STs imparted training during the calendar year 2007 was more than the number of SCs and STs trained as per the latest information provided for the year 2007-08. The Committee wonder as to why they were not provided latest information according to the earlier format. The Committee also recommend that ONGC should explore the possibility of imparting pre-promotional training to those SC/ST employees who are found not up to the required standard for promotion. The Committee further recommend that pre-recruitment to SC/ST candidates should also be started on the pattern of Public Sector Banks.

F. Posting abroad

3.28 The Committee have been informed that ONGC is not having any of its office abroad. However, its subsidiary Company OVL is having offices in Vietnam, Sudan, Russia (Sakhalin), Libya, Syria, Iran, Iraq, Cuba, Nigeria, Colombia, Brazil, Qatar, Netherlands, Venezuela.

3.29 Regarding procedure for selection of candidates for posting abroad, it has been informed that based on OVL's specific needs, options for abroad posting are obtained and selection is made on skill requirement, experience, performance and posting history.

3.30 The details of officers, technical and non-technical posted abroad at OVL are as under:-

Sl.No.	Discipline	2004	2005	2006	2007
1.	Drilling	02	02	01	07
2.	E&T	-	02	-	-
3.	Electrical	02	02	-	05
4.	Finance	01	-	-	05
5.	Geologist	-	03	-	05
6.	Geophysics	-	03	02	02
7.	Logistic	-	-	01	-
8.	Mechanical	02	01	01	01
9.	Medical	-	-	01	-
10.	MM	-	-	04	-
11.	HR	01	-	01	-
12.	Production	04	03	09	05
13.	Reservoir	-	-	03	01
14.	Chemistry	-	-	01	01
	Total	13	13	26	29

3.31 When specifically asked whether reservation orders apply to these postings, it has been stated that if all the parameters are equal, then SC/ST officers are given preferences. It has been informed that period of posting abroad for an officer is normally three years which can be extended or reduced depending upon individual performances and organisational business requirement.

3.32 The Committee through the post evidence replies have been informed that as on 01.04.2008, total staff strength of OVL is 196 out of which 17 officers are from SC/ST categories. Country-wise distribution of staff is as under:-

Sl.No.	Country	Strength
1.	Sudan	38
2.	Brazil	01
3.	Colombia	02
4.	Cuba	01
5.	Iran	01
6.	Libya	01
7.	Nigeria	01
8.	UK	01
9.	Qatar	01
10.	Russia (Sakhalin)	01
11.	Kazakhstan	01
12.	Syria	01
13.	Venezuela	01
14.	Vietnam	01
15.	Netherlands	01
16.	Iraq	Not posted yet
17.	Delhi	143
	Total	196

3.33 When the Committee wanted to know the criteria for selection in OVL posting, the Committee were informed as under:-

(I) Essential:

- (i) Q1 qualification
- (ii) Vigilance Clearance and no adverse remarks in ACRs in last five years.

(II) Desirable:

- (i) Last three outstanding ACRs.
- (ii) Should have completed three Regions/North East in case of E-5 and above level and two regions in case of E-3/E-4 level.
- (iii) Should not have generally been at Delhi, Dehradun, Baroda and Chennai for more than last 10 years.

3.34 To a specific query regarding the reasons for not taking care of reservation of SCs/STs in OVL selection, the Committee have been informed in written replies as under:-

“ONGC Videsh Limited is a subsidiary of ONGC and it does not have its own staff enough to meet its operational requirements. Therefore, the staff from ONGC is posted in OVL on the basis of merit of each candidate taking into consideration that the selected candidate meets the job requirement and has an aptitude to perform under extraneous circumstances. This being only a posting, like any other transfer, the reservation is not applicable. Due care has been given that SC/ST employees are also posted there”.

During evidence, Chairman, ONGC *inter-alia* responded:

“Today we are operating in 17 countries with 35 projects – the criteria for selecting people is pure merit. In that context, in all humility, I would like to submit to this Committee that there we have not been able to take care of reservation. But certainly and definitely, for all overseas training programmes, we make sure that SC/ST reservations are duly factored when we nominate the officers for the training.”

G. Training abroad

3.35 The Committee have been informed that employees of ONGC are sent for training, attending seminars/symposia/conferences, etc. abroad. The details of executives sent for seminars/conferences/training abroad are as under:

Year	Total	General	SC/ST
2003-2004	64	56	08
2004-2005	97	83	14
2005-2006	167	141	26
2006-2007	384	328	56

3.36 As per the latest information, the details of employees sent on foreign training etc. during the years 2007-2008 and 2008-2009 (till date) are as under:-

Year	Total	SC/ST
2007-2008	470	80
2008-2009	516	93

3.37 The Committee note that ONGC does not have any of its office abroad. However, its subsidiary company OVL is having offices in 17 countries. The total strength of OVL is reported to be 196, out of which 143 are posted in Delhi office. The Committee also note that 17 officers belonging to SC/ST categories are working in OVL, despite the fact that no specific reservation has been provided for SCs/STs in foreign postings. The Committee, therefore, recommend that representation of eligible employees belonging to SCs/STs should always be considered whenever employees are posted abroad.

3.38 The Committee also note that ONGC sends its Executive on training/seminars/symposia/conferences abroad. The Committee strongly recommend that adequate number of SC/ST officers should be given opportunity for training and attending seminars/symposia/conferences, etc. abroad so that they may broaden their outlook and gain specialized knowledge. The Committee hope that ONGC would nominate sufficient number of SC/ST officers for overseas training programmes as assured by the CMD during the evidence.

H. Posting/Transfer

3.39 The Committee have been informed that the Job Rotation and Transfer Policy issued vide Office Order No.106(23)03-EP dated the 21st July, 2003 governs the issue of posting and transfers in ONGC (Appendix I). Employees belonging to unionized categories are not normally transferred out of their sectors except for operational/administrative requirement. The criteria for job rotation and transfer is based on organisational need. However, to the extent possible, the individuals preferences and recommendations of the key Executives are taken into account. It has also been stated that the policy on job rotation and transfer mainly relates to Executives (E-O and above)

and transfer of Executives is normally done once a year during the period of April to June. For non-executives, job rotations shall be planned at Regional Offices/Asset/Basin/Service unit level.

3.40 To a query as to whether the orders as applicable to employees belonging to unionized categories is also applicable to employees of SC/ST Welfare Association in the matter of posting on their promotion/transfers, the Committee have been informed that Job Rotation and Transfer Policy distinguishes only between unionized category of employees and officers. It stipulates the requirement of handling different assignments and sectors to be covered before being considered for further career growth. SC/ST employees belonging to unionized category are also covered under the referred order. SC/ST Welfare Association has membership of officers and unionized category of employees.

3.41 When the Committee desired to know whether any case has been brought to the notice of ONGC that SC/ST employees on promotion are posted to remote/sensitive areas where they find difficulties in arranging residential accommodation due to caste prejudice, the Committee were informed that there has been no case where it was reported that employees belonging to SC/ST category were discriminated against in matters of transfers. Moreover, no case has also been reported that SC/ST employees transferred to remote/sensitive areas faced any difficulty in arranging residential accommodation due to caste prejudice. It has also been stated that ONGC maintains own colonies in many remote and sensitive areas, and special dispensation exists in preferential allotment of these accommodation to SC/ST employees.

3.42 When asked whether any SC/ST employees have represented against their posting on promotion during the years 2004 to 2007, the Committee were informed that no representation against postings on promotion, only on the basis of caste prejudice has been received in these years. Representations from SC/ST employees were received against transfers alongwith many similar cases from other employees as well. The grounds were always personal problem mostly in all cases.

3.43 The Committee note that the issue of posting and transfer in ONGC is governed by the Job Rotation and Transfer Policy. The criteria for job rotation and transfer is based on organizational need, and that to the extent possible, the individual preference and recommendations of the key executives are taken into account. The Committee also note that the policy on job rotation and transfer mainly relate to Executives (EO and above) and for non-Executives, job rotations are planned at Regional office/Asset/Basin/Service Unit levels. The Job Rotation and Transfer Policy distinguishes between the unionized category of employees and officers. The SC/ST employees belonging to unionized category are also covered under the referral order. The membership of SC/ST Employees Welfare Association comprises both officers and unionized category of employees. The Committee, therefore, desire that ONGC should ensure that SC/ST office bearers of SC/ST Employees Welfare Association are not transferred frequently.

3.44 The Committee are happy to note that there has been no reported case of discriminated against SC/ST employees in matter of transfer on their promotion. Moreover, no case has also been reported that SC/ST employees transferred to remote/sensitive areas faced any difficulty in arranging residential accommodation

due to caste prejudice. The Committee are also happy that ONGC maintains its own colonies in many remote and sensitive areas and special dispensation exists in preferential allotment of these accommodation to SC/ST employees. The Committee would like the ONGC to continue to give preference to SCs and STs in the matter of allotment of accommodation.

I. Deputation

3.45 The Committee have been informed that most of the deputationists are in Security and Fire discipline at Class –III levels. However, recruitment on deputation for a short period may be done at any of the below Board Level positions depending on need of the business.

3.46 The Committee have been informed that post occupied by deputationist during the years 2006 and 2007 varies from the post of Chief Vigilance Officer, ONGC/Chief Security to the post of Security Supervisor depending upon the requirement of the Corporation. The posts occupied by the deputationist are as under :-

- (i) Chief Vigilance Officer, ONGC
- (ii) Executive Director (Chief Security), ONGC
- (iii) Chief Manager (Security)-Incharge Security, ONGC, Assam Asset
- (iv) Security Supervisors in Corporate Office, Delhi.
- (v) Vigilance Officers/Vigilance Assistants in the office of CVO
- (vi) Fire Supervisors in Cauvery Asset, Karaikal.
- (vii) Land Acquisition Officers/Surveyors in North Eastern Sector of ONGC.

3.47 The details of posts filled up in the ONGC on deputation from other Government Departments during the years 2004, 2005 and 2006 are as under:-

Year	Total	SC	ST
2004	17	NIL	01
2005	11	NIL	01
2006	23	NIL	NIL

3.48 When asked about the post occupied by ST persons on deputation during the years 2004 and 2005, the Committee were informed as under:-

2004 - Public Relation officer - 1.

2005 - Assistant Grade-III - 1.

3.49 As per the latest information, details of posts filled up in ONGC on deputation from other Government Departments during the years 2007, 2008 and 2009 (till date) are as under:-

Year	Total	SC	ST
2007	07	01	01
2008	27	01	Nil
2009 (till date)	9	01	Nil

3.50 The Committee have also been informed that employees of ONGC were sent on deputation to other departments. The details of employees including SC/ST sent on deputation during the years 2004, 2005 and 2006 are as under:-

Year	Total	SC	ST
2004	06	01	NIL
2005	07	01	NIL
2006	05	01	NIL

3.51 As per the latest information, the ONGC has furnished the details of SC/ST employees sent on deputation to other Departments during the years 2007, 2008 and 2009 (till date) are as under:-

Year	Total	SC	ST
2007	04	01	NIL
2008	24	01	NIL
2009 (Till date)	08	01	NIL

3.52 The Committee note that most of the deputationists are in Security and Fire discipline at Class III levels. Two ST persons had come to ONGC on deputation as Public Relation Officer in the year 2004 and as Assistant Grade III in the year 2005. However, not a single SC officer had come on deputation to ONGC during the same period. The Committee note that during the years 2007 to 2009 (till 29th April, 2009) out of 43 employees who were on deputation, only 3 belonged to SC and 1 to ST. The Committee also note that no officers belonging to ST communities had been sent on deputation during the years 2004 to 2009. Out of 36 employees sent on deputation, only 3 belonged to SC category. The Committee recommend that ONGC should always encourage SC/ST officers to go on deputation to other offices or to work in ONGC so as to gain experience and knowledge.

CHAPTER IV**MISCELLANEOUS****A. Cases of false caste certificates**

4.1 When asked whether there had been instances where persons obtained employment in ONGC on production of false caste certificates, it was informed that an exercise is carried out for verification of SC/ST certificates. 24 persons have been terminated from their services so far on account of production of false community certificates, while some other cases are referred to concerned District Magistrate/State Level Scrutiny Committee for verification. When asked how many such cases came to the notice during the years 2004 to 2007, it was replied in negative. It was also stated that the exercise for verification was initiated during 1988 onwards.

4.2 When asked about the exact number of cases of false caste certificates detected as on date, it was reported that so far 44 cases have been detected. When asked about the total number of cases sent for verification to concerned District Magistrate/State Level Scrutiny Committee and since when these are pending, it was stated that a total of 56 cases were sent for verification to the concerned District Magistrates/State Level Scrutiny Committee.

4.3 When asked about the action taken by ONGC for speedy disposal of pending cases, the Committee were informed that ONGC Management pursues regularly with the District level authorities for speedy disposal of the cases through reminder to them. In addition, an officer of the rank of E-5 level has been assigned specially to follow up pending cases. In response to a query as to how long does it take to get the report from the District Administration after the case sent for verification, it has been stated that the District authorities take their own time. Normally it takes 1-2 year for getting report from them.

4.4 Asked for the reasons for not initiating criminal action against the persons who had secured jobs on production of false caste certificate, it was stated that as and when the report of cancellation of certificate is received, the copy of the same is forwarded to CBCID for initiating criminal action on the basis of recommendations of Scrutiny Level Committee from State Government.

4.5 The Committee have been informed that two cases of false caste certificates are pending in Courts due to stay granted. Out of these two cases, one is pending in Hon'ble Madras High Court for hearing and in another case SLP has been filed by ONGC in the Hon'ble Supreme Court challenging the order issued by Hon'ble Madras High Court in Community Certificate Case.

4.6 In reply to a query as to what action is taken to get the stay vacated in the pending case in Court, the Committee have been informed that ONGC has repeatedly taken up with panel advocates for early listing of the cases. The SLPs in Supreme Court were listed for hearing on 24.03.2008 and it was adjourned for four weeks.

4.7 During the evidence, the Chairman ONGC had further clarified:

“As far as false certificates are concerned, there have been 48 cases which have come to light and we have a very thorough process to examine when the certificates are put forward to us. About 24 of them have been terminated and another 24 cases have been recommended to district authorities. They are under various stages of examination. We are committed that we will not be doing any false certificate based engagement in the Company. We will see that it is taken to a logical conclusion. We have issued special instructions to all places to be vigilant with respect to the certification and undertake all kinds of examination. I am happy to say that all our regional, sectoral recruitment centres are very much aware of these things and conscious of this aspect”.

4.8 During the evidence, the representative of ONGC *inter-alia* further stated:

“Whenever such cases comes in our notice, we stop career growth. We have taken up this matter with district administration as well as legal authorities for enquiry with the request to sort out the same at the earliest. We are changing the policy to drop him first and to complete enquiry later on. Only 24 people are left and a decision about them will be taken within a year”.

4.9 The Committee note that there were instances in ONGC where persons had obtained employment on the basis of false caste certificate. It has been reported that 24 persons have been terminated from their services so far. The exact number of detected cases of false caste certificates according to the post evidence reply is 44 whereas 56 cases have been sent for verification to the concerned District Magistrate/State level Scrutiny Committee. The Committee, however, have not been provided with the detailed information of employees in whose cases action for termination or verification of their caste certificates have been sent to concerned authorities. In fact, the Committee had specifically queried as to the time since the cases were sent for verification had been pending, but no reply has been given. In the absence of complete information, the Committee are not sure whether the information provided in written reply that 44 cases have been detected or 48 cases have come to light as stated by Chairman, ONGC during evidence is correct. In case of sending cases for verification, it has been stated in written reply that 56 cases were sent for verification to the concerned District Magistrate/State Level Scrutiny Committee, whereas according to the statement made by the Chairman, ONGC, during the evidence, 24 cases had been recommended to District authorities and were under various stages of examination. The Committee, therefore, recommend that complete details of cases of false caste certificates detected till now and various action taken thereon till date should be provided so that the Committee may have the correct information and suggest appropriate action.

4.10 The Committee are distressed by the fact that normally it takes 1 to 2 years for getting report on verification of caste certificate from District authorities. The Committee recommend that ONGC should evolve some system so as to complete such verification by the appropriate authorities within two months at the most. The Committee are happy that ONGC are changing the policy to suspend the persons first and thereafter completing the enquiry in the event of detection of false caste certificate, as mentioned during the evidence. It should, however, be ensured that genuine SC/ST candidates are not harassed or made to suffer before appropriate inquiry. The Committee desire that criminal case should be initiated as soon as it is proved that an employee has obtained employment on the basis of false caste certificate. The Committee also desire that ONGC should take all necessary precautionary measures at the entry level itself by training the officials dealing with recruitment procedure and make them extra vigilant while examining the caste certificate.

4.11 The Committee further recommend that ONGC should move court for vacation of stay obtained against removal from service by the employees recruited on the basis of false caste certificates. The Committee stress that ONGC should ensure that such cases are expeditiously dealt with by not giving any room for delaying tactics by the other party.

B. Complaints/grievances

4.12 The Committee have been informed that ONGC has its own grievance handling system where grievance is heard by Grievance Committee at Asset/Basin/Work Centre level and Appeals Committee at Headquarters. The grievances of SC/ST are also examined at various levels including SC/ST Cell at Headquarters Dehradun. CMD/Director (HR) also listens to the general/individual/region-wise grievances of SC/ST employees during their visits to Assets/Basins/Work Centres. There is a provision for

holding monthly meetings with the Head of Asset/Basin/Work Centre by the All India SC/ST Employees Welfare Association and half-yearly basis with Director (HR) and C&MD. CWC of AISCSTEWA meets periodically with the Management for redressal of their grievances.

4.13 It has been informed that complaints register is being maintained showing the records of the complaints/grievances of SC/ST employees. No case of harassment and discrimination against SC/ST employees on grounds of their social origin has come to the notice of ONGC.

4.14 The Committee through the post evidence reply have also been informed that complaint/grievance received is examined in detail and the status/outcome is conveyed to the individual within two to three months.

4.15 The ONGC has informed that generally most of these complaints are related to transfer, posting and promotions. All complaints received were thoroughly examined and suitable action were taken/reply sent.

4.16 The details of the number of complaints received during the years 2004, 2005, 2006 and 2007 are as under:-

2004	2005	2006	2007
06	05	11	06

4.17 Status of complaint/grievances received during the years 2007 and 2008 (till April, 2008) are as under:

Sl.No.	Name	Issues of Grievance	Status of the case
1.	J.T. Mahavar	Promotion case	Promoted to ED.
2.	V.D. Bhuriya	Misbehaviour by Chairman, AISCSTEWA Ahmedabad Branch.	Case settled by mutual agreement within the AISCSTEWA during the CEC meeting.
3.	R.D. Meshram	Promotion case	He has been promoted.
4.	K. Vauthilingam	Promotion case	HE was considered for promotion to the post of CG (Wells). However, selection committee did not recommend him for promotion based on the defined criteria.
5.	Daulat Ram	Transfer case	Transferred to Delhi.
6.	Smt. Subhadra M. Bodat	For regular appointment	The case has been discussed with National Commission for ST, Jaipur and accordingly suitable reply has been sent to them. Thereafter no correspondence from them is received. The case is settled.
7.	Promod Kaikar	Promotion	Promoted.

4.18 As per the latest information submitted by ONGC, the details of the number of complaints received during the years 2008 and 2009 (till date) are as under:-

2008	2009
04	01

4.19 When asked about the pending cases and period since these are pending, the Committee have been informed through the latest information that as on date no complaint is pending. However, Shri J.T. Mahavar whose case of promotion was settled during the meeting with CMD and Hon'ble Chairman, National Commission for Scheduled Castes on 11.11.2008, has again represented his case for his promotion from back date.

4.20 The Committee are happy to note that the ONGC has its own grievance handling system where grievances are heard by Grievance Committee at Asset/Basin/Work Centre level and Appeals Committee at Headquarters. The grievances of SC/ST are also examined at various levels including SC/ST Cell at Headquarters, Dehradun. It has been reported that CMD/Director (HR) also listen to the general/individual/region-wise grievances of SC/ST employees during their visits to Assets/Basin/Work Centres. Further there are provisions for holding monthly meetings and half yearly meetings with the Head of Asset/Basin/Work Centres by the All India SC/ST Employees Welfare Association with Director (HR) and CMD, respectively. It has also been stated that CWC of AISCSTWA meets periodically with the Management for redressal of their grievances.

4.21 The Committee further note that most of the complaints relate to transfer, posting and promotions and that all complaints received are thoroughly examined and suitable action taken within two to three months time. The Committee note with satisfaction that during the years 2007 to 2009 (till April, 2009), ONGC received 11 cases of complaints/grievances and action has already been taken thereon.

C. Contract Labours

4.22 When asked whether any contract labourers are engaged by ONGC, it was stated that contract labour are not directly engaged by the organisation.

4.23 When asked about the details of the facilities provided to SC/ST people doing contract labour by the contractors engaged by ONGC, the Committee were informed that as per the decision of the competent authority, a separate clause is inserted in the contract agreement whereby the contractor is obliged to follow the Government directives on reservation while deploying his personnel. It is also ensured that contractors make payment of minimum wages as notified by the Government of India, provide coverage under EPF & MP Act, 1952, ESI Act, 1948 (wherever applicable) or Group insurance and provide facilities of leave with wages, statutory Bonus, kits and liveries etc.

4.24 In reply to a query as to whether SC/ST contractors have been engaged to undertake contractual work in ONGC, it has been stated that contracts for various jobs/services are awarded following the established and laid down tendering process. With a view to encouraging and promoting co-operative societies formed by SC/ST persons, it has been decided by the management that as far as possible, preferential terms in awarding the job contracts to such societies be extended, provided other things are equivalent. Such societies should be registered under the Societies Registration Act of the State, where its activities are to be undertaken. As contracts are awarded to firms and establishments, by the various work-centres following the procedure, details on the SC/ST profile of the contractors are not sought and this information is thus not readily available.

4.25 The Committee are happy to note that the competent authority has taken a decision to insert a separate clause in the contract agreement with contractors whereby the contractors are obliged to follow the Government directives on reservation while deploying their personnel. It further ensures that contractors

make payment of minimum wages as notified by the Government of India, provide coverage under EPF and MP Act, 1952, ESI Act, 1948 (wherever applicable) or Group Insurance and provide facilities of leave with wages, statutory Bonus, kits & liveries, etc. The Committee strongly recommend that ONGC should ensure that prescribed percentage of SC and ST personnel are actually engaged by the contractors and that there is no lapse in providing such other facilities as provided under the law. ONGC should, therefore, obtain the deployment record periodically so as to monitor whether the contractors are following the directives of the Government in letter and spirit.

4.26 The Committee note that contracts for various jobs/services are awarded in accordance with the established and laid down tendering process. As such, the details of SC/ST contractors are not sought and thus not readily available with ONGC. The Committee are happy that ONGC has decided to encourage and promote co-operative societies formed by SC/ST people by extending preferential terms to them in awarding the job contracts, provided other things are equal. The Committee recommend that ONGC should give widespread publicity to their decision so that the SC/ST people are encouraged to form co-operative societies for being eligible to get preferential terms in awarding of job contracts. Till such societies by SC/ST people are formed under the Societies Registration Act of their respective States, the Committee recommend that certain quota of contract should be provided exclusively for SC/ST contractors.

D. Housing facilities

4.27 The Committee have been informed that ONGC provides housing facility to its employees in ONGC quarters at their place of posting. Besides, these employees are also given option to keep their family either in company leased accommodation or self leased accommodation or rented accommodation.

4.28 It has been stated that ONGC provides reservation of 10% in 'A' and in 'B' type quarters and in 'C' and 'D' type quarters, it provides 5% reservation to SC/ST employees.

4.29 The details of quarters allotted to SC/ST employees in each category so far is as under:-

Type	Total allotted	SC allotted	Percentage	ST allotted	Percentage
A	987	65	6.58	54	5.47
B	1844	228	12.36	138	7.48
C	1593	182	11.42	79	4.95
D	178	26	14.60	10	5.61

Note: Owing to self lease facility, most of the employees prefer to stay in their own accommodation and colony accommodations are virtually vacant all over ONGC Work Centres.

4.30 The Committee have further been informed that the House Building Advance is given to all eligible employees of ONGC in accordance with the ONGC HBA rules. The prominent terms and conditions of House Building Advance are as under:

Eligibility:

All Employees who have completed minimum 5 years of continuous service in ONGC or have completed 10 years total service including service in other Government Departments/PSUs.

Purpose:

- (a) For purchase of residential plot of land and construction of house thereon.
- (b) For out-right purchase of ready built house/flat.
- (c) For extension of existing house.

Amount of Advance:

75 months basic pay + DA subject to maximum of Rs.10.00 lacs for Class-III and IV employees, Rs.12.00 lacs for E-O to E-4 level executives and Rs.15.00 lacs for E-5 and above level executives.

Rate of Interest: 5%

4.31 When asked whether any concession in terms and conditions or in the rate of interest is allowed to SC/ST employees, the Committee were informed that as per ONGC HBA rules, no special concessions in 'terms and conditions' or in the rate of interest of HBA is admissible to SC/ST employees.

4.32 The Committee note that ONGC provides housing facility to its employees who are either given ONGC quarters at their places of posting or an option to live in company leased accommodation, self leased accommodation or rented accommodation. It has been stated that there is provision for reservation of 10% in 'A' and 'B' and 5% reservation in 'C' and 'D' type quarters for SC/ST employees.

4.33 The Committee are happy that ONGC has allotted more than the prescribed percentage in all types of quarters to SC/ST employees. The Committee are however, concerned by the fact that owing to self lease facility, most employees prefer to stay in their accommodation and that colony accommodation are virtually vacant all over ONGC Work Centres. In such a situation, the Committee recommend that ONGC should seriously consider making use of the vacant quarters profitably.

E. Appointments on compassionate grounds

4.34 The Committee have been informed that ONGC provides employment to a dependent family member in case of the unfortunate demise of an employee, in accidents and militant attacks in remote fields of ONGC. ONGC extended employment assistance to widows of soldiers and disabled soldiers in the war at Kargil. Since these were issues arising out of very tragic circumstances and matter of national importance employment was given irrespective of any social order.

4.35 The details of employment granted on compassionate grounds during the years 2004 to 2007 are as under:-

Sl.No.	Description	Total
1.	Kargil War Disabled	30
2.	Kargil war widows	20
3.	Helicopter Crash on 11.08.2003	16
4.	BHN Fire accident on 27.07.2005	14
5.	Terrorist attack in Assam	01
6.	Dependents of deceased employees covered under the Employment Assistant Scheme	38
	Total	119

4.36 It has been stated that out of the 38 mentioned at Sl. 6 above, 8 belong to SC and 01 is ST.

4.37 Further, in the latest information submitted by ONGC, the Committee have informed that during the years 2007 to 2009 out of 8, 2 SC and 2 ST have been appointed on compassionate grounds.

4.38 The Committee have been informed that no cases of SCs/STs are pending for employment on compassionate grounds under the Employment Assistance Scheme of ONGC.

4.39 The Committee note that ONGC provided employment to dependent family members in case of unfortunate demise of its employees, including SCs/STs. The Committee are happy that no cases of SCs/STs are pending for employment on compassionate grounds under the Employment Assistance Scheme of ONGC. The Committee are also happy to note that ONGC extended employment assistance to disabled soldiers and widows of soldiers in the war of Kargil. The Committee desire that ONGC should continue to do its good work in future also.

F. Socio-economic development/Annual component plan

4.40 In reply to a query whether any special scheme for socio-economic development of SCs/STs by adopting village/villages predominantly inhabited by SCs/STs in the vicinity of projects has been undertaken by ONGC, the Committee have been informed that under the Corporate Social Responsibility, ONGC does not have policy of adopting villages. However, ONGC does extend financial support to beneficiaries/organisations close to the villages pre-dominantly inhabited by SCs/STs for their benefits.

4.41 When asked to furnish the details of the schemes executed by ONGC during the years 2004 to 2007, it has been replied as under:-

- (i) ONGC has a special Component Plan for upliftment of SC/ST communities. Under the Component Plan, the following allocation of funds has been

made at Corporate Level which is proportionately allocated amongst various Work-Centres for upliftment of SC/ST communities in and around those areas:-

Year	Amount allotted (Rs.in crore)
2004	1.00
2005	1.25
2006	1.25
2007	1.50

- (ii) In addition to the initiatives under the Component Plan, ONGC organizes and conducts free medical Camps in remote SC/ST predominant areas where medical facilities do not exist. During these Medical Camps, patients are offered general health check-ups, Eye-care (including cataract operations and spectacle distribution), Ultrasonography, ECG, Gynae and Blood Sugar check-up, etc.
- (iii) Every year, ONGC provides 75 Scholarship especially to those meritorious SC/ST students who are pursuing higher professional courses, i.e. Engineering, Geosciences and MBA. The amount spent every year on offering such scholarships is around Rs.36.6 lakhs.

Sl. No.	Discipline	Total No. of Scholarships	No. of Scholarships	
			SC	ST
1.	Engineering (Rs.12,000 each for first two years and Rs.18,000 each during year III and year-IV)	40	25	15
2.	Geoscience (Rs.18000/- per year - 2 yr. Course)	25	17	08
3.	MBA (Rs.18000/- per year – 2 yr. Course)	10	07	03
	Total	75	49	26

- (iv) Other than the exclusive SC/ST Component Plan meant for the benefit of only these communities, various initiatives aimed at helping the SC/ST communities are also taken by their Work Centres through their social economic development programmes. Every work Centre ensures that a substantial amount is spent through District administration/local

bodies/village panchayats and NGOs for the benefit of villages predominantly inhabited by SCs/STs in the vicinity of the Project site/Work Centre. Additionally, some of the major initiatives for the benefit of SC/ST community extended from the corporate office are at Appendix -II.

4.42 When asked whether the Management has reviewed the fund allocation under Annual Component Plan for upliftment of SC/ST communities, it was stated that the Annual Component Plan for upliftment of SC/ST communities was introduced in ONGC in the year 1986-1987 in pursuance of the instructions issued by the Ministry of Petroleum & Natural Gas. It is reviewed periodically for enhancement. During 1986-87, it was Rs. 4.25 lakh which is increased progressively to Rs. 1.50 crore per annum as on date. In 2009, it has been further increased to Rs. 3.00 crores.

4.43 It has been informed that no project initiated by ONGC has resulted in displacement of SC/ST people at any point of time.

4.44 When the Committee desired to know specifically the kinds of development activities that have been carried out/proposed to be taken for STs in Assam where ONGC have acquired their lands without compensating them for drilling purpose, the Committee were provided with the following information:

“ONGC acquires land for operational activities and duly compensates to all affected owners by payment of cost of land value, surface damage and additional compensation as provisions of Land Acquisition Act. The amount of compensation is determined and fixed by the District Revenue Authority. Development activities in the SC/ST dominant areas are done by providing financial assistance under SC/ST Component Plan and CSR funds. The details of expenditure incurred during the year 2007-08 are as under:

Sl.No.	Category/Agency	Amount (Rs.in lakhs)
1.	Education	33.40
2.	Healthcare including Drinking water	28.00
3.	Entrepreneurship Development	14.61
4.	Miscellaneous	8.48
5.	Career orientation programme for unemployed graduate students of SC/ST	2.94
6.	Medical and healthcare	5.65
7.	Promoting Sports	1.21
8.	Mech Kachari Jatiya Parisad	0.15
9.	All Tribal Sangh	0.50
	Total	94.94

4.45 The Committee are happy that socio-economic development programmes for SC/ST people are being funded by ONGC either through SC/ST Component Plan or various Social Economic Development Programmes. The Committee should be apprised of the funds which have been specifically earmarked for SC/ST Component Plan for the years 2007-08 and 2008-09 and the basis for its funding. The Committee should also be apprised of the fund plan earmarked for Social Economic Development Programmes for the years 2007-08 and 2008-09. The Committee recommend that the allocation of Component Plan should be earmarked according to population of SC/ST communities in the country. The Committee would like to encourage ONGC to keep up their noble activities for the socio-economic benefit and development of downtrodden and recommend that ONGC may adopt SC/ST inhabited areas for development.

New Delhi;
November, 2009
Agrahayana, 1931(Saka)

(GOBINDA CHANDRA NASKAR)
Chairman
Committee on the Welfare of
Scheduled Castes and
Scheduled Tribes

Annexure-I

JOB ROTATION AND TRANSFER POLICY

1. OBJECTIVES:

- i. To enable planned movement of employees from one job/station to another to meet operational and/or administrative requirement of the organisation from time to time.
- ii. To enable employees acquire multi-dimensional knowledge and skills for self-development, to shoulder higher supervisory and managerial responsibilities through a structured job rotation profile and exposure to diversified geographic and operational environments.
- iii. To enable employees develop their own career path by opting for specific job placement/change in job assignment and outstation placements so as to have an effective linkage with their career development.
- iv. To provide flexibility in pursuing specialist tasks.

2. APPLICABILITY:

- i. The policy applies to all employees as defined in Service Rules - 1995, as modified from time to time.
- ii. Employees belonging to unionised categories shall not, normally, be transferred out of their Sectors except for operational/administrative requirements. (Sectors defined vide 3.v(b)).
- iii. This policy on job rotation and transfers mainly relates to executives (E0 and above). For non-executives, job rotations shall be planned at Regional Office/Asset/Basin/service unit level guided through this policy.

3. BROAD PRINCIPLES:

- i. Every executive should realize the importance of mobility on jobs/to different stations as an effective tool for career development apart from meeting operational requirements of the organisation.
- ii. There shall be two transfers for executives between E-1 (excluding first posting after training for GTs to E-4 levels (including their tenure in E-4 level). However, seniority for transfer will be reckoned from the date of becoming E0 in case of promotees to E1 level.
- iii. GTs joining ONGC should initially be posted for the field assignments/operational activities only.
- iv. (a) An executive, while working at E-1 to E-4 levels should be rotated, at least through three

different categories of job out of a total of five categories indicated for each discipline. The executive has to work on at least one job area in each of the three selected categories for a minimum period of two years. Each job category will have many job areas where an employee can work. Categorisation of jobs for all major disciplines is included in Exhibit 1-20. Markings indicated therein are only examples and not rigid combinations. These shall be reviewed from time to time based on experience/requirement. For the remaining disciplines (like Medical, IE etc.) job rotation, for the present, has not been envisaged, being mainly specialisation areas or small size disciplines.

(b) Even for employees promoted as executives to E0 level there is a strong need for job rotation. Efforts should be made to rotate him to a different job category at the same station, if possible, or even to a different Sector as per organisational need.

- 59 -

- v. (a) Additionally, an executive before crossing the E-4 level should work in, at least three diffe-

rent Sectors for a minimum period of three years each. This requirement of three years will not apply on the last place of posting, if it is the third Sector. However, executives who have not worked in NE sector, will be posted to NE sector on promotion to E-5 and above levels.

(b) Dehradun, Delhi and Jammu (combined) will be considered as one Sector and so shall be Mumbai & Goa. However, executives who have worked in NRBC prior to 1994 on field postings and then posted to Delhi/Dehradun will be considered as having completed two sectors. For the purpose of determining the Sectoral stay seniority, Institutes will be considered, as part of the Sector, based on their geographical locations; and IRS in WR. Sector means geographical Sectors as clubbed and shown at Annexure-I.

- vi. Except where organisational need and individual development warrants, all transfers generally will be effected on the principle of FIFO ('First in- First out').
- vii. Executives (upto E6 level) who are due to superannuate within a period of three years may not be normally considered for transfers unless at their own request or on administrative grounds/succession planning needs.
- viii. Normally, all those executives at the levels of E-1 to E-4 who have completed more than five years in the Sector/Station shall be liable for transfer, except out of NE sector for which tenure will be of minimum three years. NE sector tenure will apply to E5 and above also. Further, if needed, they shall be required to go for a subsequent posting(s) to NE sector.
- ix. Emphasis is to be given for posting of executives to the Asset/Basins/Work-sites so as to strengthen the operational base.
- x. Transfer Order should include the station and specific Asset/Basin/Service/Regional offices/etc. Specific job assignment at the work station will be determined by the Head of the office/unit/controlling officer on the basis of operational requirement. However, while deciding Specific job assignment at the new place the principle of Job rotation will be ensured.

4. ADMINISTRATIVE SET UP FOR POLICY IMPLEMENTATION

- i. Job rotation and transfer of the executives is a continuous exercise, which needs close monitoring and maintenance of individual record. The same is required to be linked with the career development, succession planning, training and other HRD interventions. It requires continuous interaction with the Assets/Basins/Chiefs of Service/Regional offices/Institutes/Work-centres as well. It also involves obtaining and screening the options from each executive at regular intervals. This is to enable individuals to realise the self-rotation profile in relation with their career development path and individuals aspirations and also integrate the same with the organisational needs.
- ii. Transfer policy should not merely be a one-to-one statistical replacement, but should effectively address the issue of 'functional support-balancing' at various levels for functional and operational efficiency. With the introduction of CRC, practically officers of all disciplines are working with different Directors in Assets, Basins, Services, etc., and therefore a holistic view needs to be taken for which Chief HRD's role becomes vital.
- iii. Overall accountability on transfer related matters shall remain vested with the Chief HRD, who, in turn, shall be responsible for maintenance of the employee database, data validation, consistent implementation of transfer policy and issuance of transfer orders.
- iv. Transfer planning is to be carried out by the concerned Directors.

- 60 -

- v. Each director shall nominate one representative, who shall report to Chief HRD and act as a facilitator, enabler and liaison/interface on transfer planning carried out by respective directorates.

5. JOB ROTATION/TRANSFER PROCESS:

I. Process		Generating transfer requirements
Sub-Process:	(i) Generating Transfer requirement Optimum manpower requirement for N.E. to be worked out discipline/level wise by HRG each year and transfer to NE to be limited to actual requirement and not on replacement.	
	(ii) Generating the list of candidates in the transfer Zone and bio-data of all executives, discipline-wise, Sector/Asset-wise-in order of Sectoral stay seniority.	
Responsibility:	Office of Chief HRD (Assistance to be provided by respective establishments).	
Completion Date:	August 15	
II. Process:		Obtaining Feedback
Sub-Process:	Putting the generated list on the net and circulation to the key executives. Obtaining the feedback from the key executives/individuals regarding requests/preference/constraints.	
Responsibility:	Office of Chief HRD	
Completion Date:	September 15	
III. Process:		Developing draft transfer list
Sub-Process:	Office of Chief HRD to work with respective establishments at Head quarters.	
Responsibility:	Office of Chief HRD	
Completion Date:	October 15	
IV. Process:		Obtaining inputs from Key Executives
Sub-Process:	(i) Draft transfer list to be circulated to Key Executives	
	(ii) The input of the Key Executives is to be considered before the transfer list is finalised.	
Responsibility:	Office of Chief HRD	
Completion Date:	November 15	
V. Process:		Developing final transfer list
Sub-Process:	Finalizing the transfer list after approval of competent authority.	
Responsibility:	Office of Chief HRD	
Completion Date:	December 15	
VI. Process:		Issue of transfer orders.
Responsibility:	Concerned Establishment at Headquarters	
Completion Date:	2nd week of January.	

6. CRITERIA FOR JOB ROTATION/TRANSFERS:

- i. Job rotation and transfers will be based on Organisational need, however, to the extent possible, the individuals preferences and recommendations of the Key Executives should be taken into account.
- ii. The executives who have completed their full tenure in NE Sector shall not be transferred from NE Sector to Karaikal except at their own request or on administrative grounds. However, there will be no bar on transfer of executives from Karaikal to NE Sector.
- iii. (a) Executives posted on transfer to NE Sector shall be required to join duty at the particular station in NE Sector latest by May 31st of the year in which they are transferred and will be required to complete a tenure of minimum three years from the date of their joining.
 (b) Executives posted in NE sector will need to be physically present in NE Sector for a period not less than 150 days in each of the three years of tenure. This period of 150 days will be exclusive of closed holidays and period spent on official tours outside NE Sector and EOL etc., but inclusive of period spent on training (in India and abroad) to which he/she is nominated by the Corporation. In case of shortfall of this period of 150 days, the relevant year shall not be taken into account for the purpose of computing the tenure.
 (c) For executives posted on ON-OFF duty, closed holidays will be taken as working days. In their case, requirement of 150 working days will also get reduced to 120 days each year.
 (d) In case, an executive has completed 150/120 days in each year, as the case may be, for reckoning his stay for the first two years, for the purpose of transfer decision, for third year, he will be considered for transfer provided he can complete 150/120 days (as the case may be) by 31st May, of the third year of his stay. However, if for any reason 150/120 days stay in third year is not completed by 31st May; his relieving date will get extended till he completes the requisite stay during third year of tenure.
 (e) Executives belonging to Geological/Geophysical Field Parties deployed in NE Sector and who have been physically working in the NE Sector continuously for five consecutive years, shall be considered to have completed their full NE tenure.
- iv. Except for administrative reasons/operational need, an executive should not be transferred from one station to the other in a period less than 3 years. Similarly continuous stay in the same Sector for a period exceeding 10 years, unless on administrative grounds, will be an unfavorable feature for promotion considerations.
- v. If the transfer of an individual, who is engaged in a specialised nature of job, is likely to adversely affect such a specialised job (to the satisfaction of the authority, competent to approve transfer), then the transfer order of such individual should be issued giving the relieving date of following year and action should be initiated to transfer skill to the next executive by following year, so that such an individual can be relieved positively by next year.
- vi. Personnel trained in specialized discipline should not normally be transferred to places where the specialized discipline requirements does not exist; specialized disciplines/assignments to be identified by respective Directors, for all work centres.
- vii. Tenure posting should normally be for 3 years, and not more than 5 years in any case. Also, no executive should be posted for a second tenure in the same department.
- viii. Second tenure to NE to be considered as 3rd Sector for fulfillment of clause 3(v)a and 7(iii).

- 62 -

7. SPECIAL PROVISIONS:

- i. To the extent possible, husband and wife employees of the Corporation, would be posted at the same Asset/Station, so as to enable them to lead a normal family life. There would, however, be no bar on separate posting in case of work exigencies.
- ii. Elected office bearers of recognised unions, ASTO and the All India SC/ST Employees Welfare Association shall not be transferred during the term of their office of two years. This relaxation will not, however, be applicable to an executive who is in the transfer zone or under transfer.
- iii. Executives in the zone of consideration for promotion to E5 and above levels should have exposure to atleast three Sectors as given in para 3(v)a except the employees in exempted categories. Executives joining the Corporation at E4 and above levels should be posted to NE sector within 7 years of their joining the corporation.
- iv. Mobility constraint of executives on grounds of children education or medical for Self and Dependents may be considered by the management provided such a constraint is declared in advance. In exceptional cases, where such employees are transferred, they shall be permitted to retain their families at their existing place of posting, if they so desire and shall continue to occupy the ONGC's colony/leased accommodation till the specific period.
- v. The transfer constraint on Medical grounds for Self and Dependents must have been expressed in the PAR of the Executive and should be endorsed in the Personal Dossier of the Executive. This constraint must be kept in view at the time of consideration for Promotions.
- vi. Transfer request of the executive on account of family problems or medical grounds, is in his/her own interest, and such requests are to be recorded in the personnel record/PAR of the employee. Such mobility constraints/requirements are to be declared by the executive in advance. In exceptional situations, if the employee's interest converges with the organizational interest, EC may consider the cases on merit.
- vii. Executive/employee due to superannuate within three years may request for transfer to a place of settlement after superannuation, provided ONGC has an establishment at such a place. However, in such cases, if agreed, the officer shall not be paid TTA benefits allowed on superannuation.

In case of places where ONGC establishment does not exist and executive/employee wishes to settle down after superannuation, his request may be considered for transfer to nearest work center. However, in such cases, only differentials in fare and transportation charges be paid as far as TTA facility is concerned on superannuation.
- viii. A sympathetic consideration will be taken for transferring/placement of physically challenged executives/executives having physically or mentally challenged spouse or children in accordance with the guidelines of Government of India.
- ix. The longest tenure of an executive in IMD/RTI's/IPSEM should generally not exceed five years and executives with field experience will be given weightage for posting in the Institutes.

8. REPRESENTATION AGAINST TRANSFERS:

- i. After transfer orders have been issued with the approval of Competent authority, the executives will stand relieved on or before 15th May/ as mentioned in the transfer order. Notwithstanding their representation, their personnel files etc. will be transferred to the place of their respective transfer and their salary will not be drawn till they report for duty at the new place of posting. Representation of all categories of employees on any ground will be putup to EC for consideration after examining by HRD.
- ii. In case an employee is transferred on promotion, he will be allowed to join the promoted post only at the new place of posting. However, in case of mid-academic session, they shall be permitted to retain their families at their existing place of posting, if they so desire

- 63 -

and shall continue to occupy the ONGC's colony/leased accommodation till the completion of academic session.

- iii. Any external reference with respect to the promotion/transfer of an executive, should be placed in his personal dossier and must be adversely viewed at the time of promotion.
- iv. No leave will be granted beyond the relieving date specified in the transfer orders, by any authority at the Asset/Basin/Work Center/Institute level to an executive. If leave of any kind is requested by the executive under transfer, such a request has to be forwarded for consideration and sanction by the Asset/Basin/Work Center/Institute/Regional Head of the place to which the individual has been transferred.

9. COMPETENT AUTHORITY TO APPROVE TRANSFERS:

Competent Authority to approve Transfer will be as per the HR BDP item No. PM4.

10. IMPLEMENTATION:

1. All executives who have not served NE sector or have served NE sector but less than 3 Sectors, should make request for their movement in view of their growth in the organisation. However, their consideration for transfer will be governed by organisational need.
2. All the provisions of Transfer Policy will be implemented meticulously without any deviation. Relaxation can only be considered by EC.

- 64 -

Appendix - II

ANNEXURE - IX

**DETAILS OF ACTIVITIES UNDER SOCIO-ECONOMIC
DEVELOPMENT PROGRAMME OF ONGC AIMED SPECIALLY
FOR UPLIFTMENT OF SC/ST COMMUNITIES**

SL. NO.	YEAR	BENEFICIARY/ ORGANISATION	PURPOSE	AMOUNT ALLOCATED AND SPENT (RUPEES IN LAKHS)
1.	2004	Panskura Farmer Development Association and Panskura Labour Welfare Association, Midnapore	Towards their activities for development of farming and other activities. Area predominantly inhabited by SC/STs.	3.0
2.	2004	All People's Development & Welfare Society Bhopal	Support for fund raising musical show for promoting humanitarian activities for the benefit of SC/ST in MP	3.0
3.	2006	Municipal Authority, Sihar Silehore	Financial Assistance for Sanitary works at Kalibari Char. Area predominantly inhabited by SC/STs.	2.0
4.	2004 2005 2006	Bharatiya Kushtha Niwarak Sangha, Halbaras (Chhattisgarh).	Financial support for investigation and control of sickle cell anemia amongst the tribal of the Bastar district.	Totaling to Rs.5.0 lakhs
5.	2005	Navjivan Shram Shala	Financial support towards providing drinking water facility to the poor students belonging to SC/ST class in village Manund	9.00
6.	2005 2006	Shramik Vikas Sansthan & Adiwasi Jan Jagruti Abhiyan	Support for work of literacy in 42 remote tribal villages.	10.00
7.	2006	Sri Shridi Sai Rural Welfare And Medical Foundation	Support for mobile medical van for underprivileged poor	15.00

- 65 -

			population of Nellore District in Andhra Pradesh	
8.	2006	Ramakrishna Mission Blind Boys Academy, Narendranagar, Kolkata	Support for computer controlled Braille printer and Braillo cut and AC machines	60.00
9.	2005	District Administration	Support for providing 150 fishing nets to the Tsunami affected people belonging to reserve categories	15.00
10.	2006	Harijan Sevak Sangh, Tripura	Support for development of Jawaharlal Nehru Balika Niwas, Sinaihani, Agartala	4.50
11.	2007	Tribal & Folk Art Promotion and Development Foundation, Kolkata	Support for training programme at Parbatpur, Bokaro, Jharkhand for Adivasi and Backward class women.	2.70
12.	2005 2007	Bunkar Vikas Sansthan, Chanderi	Support for upliftment and to promote self help groups of Chanderi Weavers.	12.50
13.	2006	Young Mizo Association, Kawnpul Hmar Veng Branch	Support for construction of YMA Hall at Kolasib District Mizoram.	2.78
14.	2006	President, Village Council Herteki, Mizoram	Support for community hall repair.	0.22

APPENDIX – D
(Vide para 4 of Introduction)

SUMMARY OF CONCLUSIONS/RECOMMENDATIONS CONTAINED IN THE REPORT

Sl. No.	Para No.	Conclusions/Recommendations
1.	2.	3.
1.	1.9	<p>The Committee note that present Board of Directors in Oil and Natural Gas Corporation consists of 7 functional Directors, 5 non-official part time Directors and 2 Government Directors. However, none of them belongs to SC/ST category. The Committee note that in the past, three officers belonging to SC/ST communities had been on the Board of Directors. The Committee observe that appointment to the post of Functional Directors are made as per the recommendations of the Public Enterprises Selection Board (PESB) and after the approval of the Appointments Committee of Cabinet (ACC). Appointment of Government Directors on the Board of Oil PSUs are made by the Ministry after taking the approval of the Minister of Petroleum and Natural Gas. Appointment of independent Directors on the Board of Oil PSUs are made on the basis of the recommendations received from the Search Committee of the Department of Public Enterprises (DPE). These recommendations are processed in the Ministry and after the approval of the Minister of Petroleum and Natural Gas, their names are sent to the Department of Personnel and Training for taking the approval of the Appointments Committee of the Cabinet.</p>
2.	1.10	<p>The Committee also note that the matter is again being examined in consultation with DOP&T as advised by the Committee in their 49th Report (10th Lok Sabha) and would like to be apprised of the latest position in this regard. The Committee would also like to know the efforts made by the Ministry of Petroleum and Natural Gas to pursue the matter with DOP&T.</p>
3.	1.11	<p>The Committee are of the view that since the appointment of Government Directors on the Board of Oil PSUs including ONGC are made by the Ministry of Petroleum and Natural Gas after taking approval of the Minister, it would not perhaps be difficult to find SC/ST candidates having suitable qualifications for appointment as Members on the Board. The Committee, therefore, recommend that the Ministry should sponsor the names of suitable SC/ST</p>

candidates for appointment as Government Directors to the Minister of Petroleum & Natural Gas. Even though reservation is not available at present in higher posts yet the Committee note that previously 3 SC/ST officers had been the members on the Board. The Committee urge the Public Enterprise Selection Board (PESB) to regularly requisition names of suitable SC/ST candidates for appointment as functional Director so that deserving SC/ST candidates do not feel left out. The Committee are also of the view that DPE should also make efforts to recommend names of suitable SC/ST candidates to DOP&T for appointment as independent members on the Board for consideration by ACC. An SC/ST member on the Board, by virtue of his position, can play a crucial role for the welfare of SC/ST employees while also contributing to the growth of ONGC. Being on the Board of Directors, he can involve himself in the decision making process on various policy issues including proper implementation of Reservation Policy which is normally considered at Board level meetings. The Committee, therefore, strongly recommend that the ONGC should take a proactive role in the process of appointment of SC/ST members on the Board. There is no dearth of eligible SC/ST candidates for appointment to the Board and the Committee urge the ONGC to sponsor them to the Government for appointment on the Board. The Committee also recommend the ONGC to clearly spell out and justify the need for appointments of SC/ST members on the Board. The Committee recommend that, if necessary, the Government should amend the enabling rules/regulations governing appointments to the Board in view of the Constitutional mandate so as to facilitate appointments of SC/ST member on the Board. The Committee would also like to be apprised about the details of guidelines of the Government/Public Enterprises Selection Board in the matter of appointment on the Board of Directors in PSUs including ONGC.

4. 2.10

The Committee note that the mode of recruitment for Group A posts is either through campus recruitment or through open recruitment exercise. In case of Group C and D posts, recruitment in ONGC is decentralized regionwise. The Committee have also been informed that while carrying out recruitment in Group C and Group D posts, ONGC provides requisition to District Employment Officer who ensures that adequate number of candidates belonging to SC/ST categories are sponsored from the employment exchange. The Committee are of the view that since ONGC recruits its

Group C and Group D employees only regionwise, it should be ensured that ONGC advertises the vacancies in Group C and Group D posts over All India Radio and Doordarshan also. If sufficient number of SC/ST people are not available in the specified regions, ONGC should advertise these posts in areas predominantly resided by SCs and STs so that there is no shortfall in intake of number of SCs and STs to the posts for which they are required. The Committee would also like to know the number of candidates selected for Group 'A' posts through campus recruitment during the years 2006, 2007 and 2008 and the number and percentage of SCs/STs candidates amongst them. The Committee should also be apprised of the details of Institutions/Universities from where the graduate trainees for Group A posts have been recruited through Campus recruitment during the above mentioned period.

5. 2.17 The Committee note that no shortfall of SC/ST has been shown as on 31.12.2006, 31.12.2007 and 31.12.2008. It has been stated that fresh recruitment action has been taken considering the post based roster status. It has further been stated that as no shortfall remained after recasting of rosters, posts are not carried forward. The Committee should, therefore, be apprised whether the prescribed percentage for SCs and STs in each cadre had been accomplished before switching over to post based roster. The Committee would like to stress here that the Constitution Bench of the Supreme Court in the case of Shri R.K. Sabharwal Vs. State of Punjab as well as Shri J.C. Mallick vs. Ministry of Railways had held that the vacancy based rosters can operate only till such time as the representation of persons belonging to the reserved categories in a cadre reaches the prescribed percentage of reservation *vide* Ministry of Personnel, Public Grievances and Pension O.M. No. 36012/2/96-Estt. (Res.) dated the 2nd July 1997. The Committee should be apprised of the same along with figures.

6. 2.23 The Committee note that Special Recruitment Drive had been conducted by ONGC during the years 2002, 2003 and 2005. The Committee had specifically asked to furnish the details of posts filled categorywise but the Ministry have replied that they initiated Special Recruitment Drive though there was no shortfall in Group A posts. The Committee regret that the Ministry did not furnish the information as desired by them. It is also not clear as to how ONGC conducted Special Recruitment Drive if and when there was no backlog in SC/ST posts. The Committee should, therefore, be apprised as to when and how did the ONGC identify

SC/ST posts for special recruitment drive during the years 2002, 2003 and 2005. The Committee had also asked the Ministry to give details of 279 posts (Groups) which were identified as SC/ST posts for Special Recruitment Drive. The Committee are dismayed that the Ministry has again not provided the desired information. The Committee, therefore, recommend that the information sought should be provided to them without delay.

7. 2.24 The Committee also recommend that posts reserved for SCs and STs in a particular year should be filled up during the same year so that no SC and ST vacancy remains unfilled at the end of that recruitment year.
8. 2.28 The Committee note that there was a shortfall of 275 ST employees in Class I group of posts as on 1.1.2007. The reason for this shortage was given as retirement, superannuation, resignation, voluntary retirement etc. The Committee are perturbed by the fact that such a large number of Class I posts held by ST officers became available due to various reasons but were not filled and allowed to accumulate. The Committee desire that the particulars of these 275 ST officers because of whose resignation, superannuation, etc. the shortfall of ST Class I officers occurred should be provided to them.
9. 2.29 The Committee note that as on 01.01.2008 and 01.1.2009, no shortfall of SC/ST officers on overall staff strength has been reported. The Committee hope that ONGC will continue to keep up this spirit in future also in order to maintain the adequate representation of SCs/STs in all category of posts. The Committee should however be apprised as to how the shortfall of 275 posts in Class I has now been wiped out.
10. 2.49 The Committee note that there are three modes of promotion in ONGC, viz. (i) On the basis of seniority-cum-fitness; (ii) Under Quantification Scheme and (iii) On the basis of Merit. As per the seniority-cum-fitness mode, all eligible employees are considered for promotion after completing specified years of service and meeting the laid down criteria irrespective of number of vacancies. The Quantification Scheme is applicable within Group A (E-2 to E-4) levels and promotions are given to employees based on the qualification, experience, assessment of Annual Performance Appraisal Reports and those fulfilling the laid down criteria. In case of promotion to E5 and above level (corporate level), promotions are considered by a Selection Committee based purely on merit. The Committee, however note that even after

being selected by DPC, two of the SC/ST Executives were not released for promotion from E-7 to E-8 level in 2005 due to administrative reasons. The Committee desire to know the administrative reasons in this regard.

11. 2.50

The Committee note that as per instructions, relaxations/concessions to SCs/STs in promotions are to be given up to E-2 level in Class-I (Scale of Pay Rs.13750-18700). However, no relaxations/concessions are envisaged since ONGC has quantification system of promotion at these levels without any vacancy concept. The Committee, however, are concerned that in case of promotion by seniority-cum-fitness method, there are certain criteria that eligible employees need to fulfil even after putting in specified years of service. The employees are required to have two Good and one Very Good PARs for promotion from non-executive category to executive category and unionized category to supervisory category. Similarly, three Good rated PARs are required for promotion within non-executive category. It has further been stated that promotion from E-0 to E-1 is through seniority-cum-fitness scheme and 3 Good rated PARs are required for promotion to E-1 level. The contention of ONGC that no relaxation/concession are envisaged for SCs and STs since all eligible employees are promoted under the quantification scheme does not seem to carry weight. The benchmark fixed for all the eligible employees might not be easily reachable for SC/ST employees and they might miss the opportunity for promotion in a particular year. The apprehension of the Committee is strengthened by the fact that in category 'A' posts, many SC and ST candidates were considered for promotion during the years 2004, 2005, 2006 and 2007. However, less number of SC and ST candidates have been promoted. The Committee has taken a serious view of the matter. The Committee should be apprised of the posts (level) in which SCs and STs were considered but were not promoted as also the reasons for not promoting them. The Committee also recommend that relaxations/concessions which are already required to be given for SC/ST employees on promotion up to E-2 should strictly be given. The Committee also strongly recommend that ONGC should give concession/relaxation in the matter of qualification and experience while considering SC/ST employees for promotion from E-2 to E-4 level. The Committee should also be apprised of the promotion undertaken in Class II during the year 2009.

12. 3.20 The Committee note that a Liaison Officer of the rank of Director has been appointed in the Ministry to oversee the implementation of reservation policy for SCs and STs in ONGC. The Committee also note that Chief Liaison Officer has been appointed at the Headquarters of ONGC at Dehradun and Liaison Officer in different Work Centres. To assist the Liaison Officer in the Ministry, there is a Cell comprising one Section Officer, one Assistant and one L.D.C. A Cell is also functioning at the Headquarters of ONGC comprising two Managers, four Assistants and one Attendant to assist the Chief Liaison Officer. The Committee, however, express their concern over the fact that there are no Cells functioning in different Work Centres to assist the Liaison Officers. The Committee would like to know how the Liaison Officers appointed in those Work Centres are able to function without any help. The Committee, therefore, strongly recommend that ONGC should ensure to post some incumbents to assist those Liaison Officers at different Work Centres.
13. 3.21 The Committee also note that a workshop on reservation policy is organized every year especially for Liaison Officers to acquaint themselves with the reservation policy for SCs/STs. The Committee stress that the officials working in the Cell should also be given training on all aspects in regard to proper implementation of reservation policy for SCs and STs in services. The Committee are happy that representative of the Ministry visits annually the Headquarters and regional level offices to check the rosters maintained by ONGC. The observations made by the officials of the Ministry during the inspection of Headquarters on 1.11.2006 for the year 2005 have been provided to the Committee. However, nothing has been mentioned about the inspections carried out in regional level offices during the same period. The Committee recommend that inspection of rosters should be completed within first half of a calendar year.
14. 3.27 The Committee note that there is no provision for pre-recruitment training for SCs/STs in ONGC. The Committee also note that there is no provision for pre-promotional training for those SC/ST employees found below the required standard. However, in-service training is being given to all the employees including SCs/STs. The Committee note from the information provided that some SCs and STs had been provided with in-service training during the years 2004 to 2007. The number of SCs and STs given in-service training was, however, far below in comparison to candidates of general categories during all those years. The Committee are not satisfied with the reply submitted by

ONGC as it does not seem to have a will to train more SC/ST employees. The Committee, therefore, recommend that ONGC should endeavour to atleast sponsor 15% of SC and 7.5% of ST employees for in-service training. The Committee, further note that as per the information provided in the first instance, the number of SCs and STs imparted training during the calendar year 2007 was more than the number of SCs and STs trained as per the latest information provided for the year 2007-08. The Committee wonder as to why they were not provided latest information according to the earlier format. The Committee also recommend that ONGC should explore the possibility of imparting pre-promotional training to those SC/ST employees who are found not up to the required standard for promotion. The Committee further recommend that pre-recruitment to SC/ST candidates should also be started on the pattern of Public Sector Banks.

- | | | |
|-----|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15. | 3.37 | The Committee note that ONGC does not have any of its office abroad. However, its subsidiary company OVL is having offices in 17 countries. The total strength of OVL is reported to be 196, out of which 143 are posted in Delhi office. The Committee also note that 17 officers belonging to SC/ST categories are working in OVL, despite the fact that no specific reservation has been provided for SCs/STs in foreign postings. The Committee, therefore, recommend that representation of eligible employees belonging to SCs/STs should always be considered whenever employees are posted abroad. |
| 16. | 3.38 | The Committee also note that ONGC sends its Executive on training/seminars/symposia/ conferences abroad. The Committee strongly recommend that adequate number of SC/ST officers should be given opportunity for training and attending seminars/symposia/conferences, etc. abroad so that they may broaden their outlook and gain specialized knowledge. The Committee hope that ONGC would nominate sufficient number of SC/ST officers for overseas training programmes as assured by the CMD during the evidence. |
| 17. | 3.43 | The Committee note that the issue of posting and transfer in ONGC is governed by the Job Rotation and Transfer Policy. The criteria for job rotation and transfer is based on organizational need, and that to the extent possible, the individual preference and recommendations of the key executives are taken into account. The Committee also note that the policy on job rotation and transfer mainly relate to Executives |

(EO and above) and for non-Executives, job rotations are planned at Regional office/Asset/Basin/Service Unit levels. The Job Rotation and Transfer Policy distinguishes between the unionized category of employees and officers. The SC/ST employees belonging to unionized category are also covered under the referral order. The membership of SC/ST Employees Welfare Association comprises both officers and unionized category of employees. The Committee, therefore, desire that ONGC should ensure that SC/ST office bearers of SC/ST Employees Welfare Association are not transferred frequently.

18. 3.44 The Committee are happy to note that there has been no reported case of discriminated against SC/ST employees in matter of transfer on their promotion. Moreover, no case has also been reported that SC/ST employees transferred to remote/sensitive areas faced any difficulty in arranging residential accommodation due to caste prejudice. The Committee are also happy that ONGC maintains its own colonies in many remote and sensitive areas and special dispensation exists in preferential allotment of these accommodation to SC/ST employees. The Committee would like the ONGC to continue to give preference to SCs and STs in the matter of allotment of accommodation.
19. 3.52 The Committee note that most of the deputationists are in Security and Fire discipline at Class III levels. Two ST persons had come to ONGC on deputation as Public Relation Officer in the year 2004 and as Assistant Grade III in the year 2005. However, not a single SC officer had come on deputation to ONGC during the same period. The Committee note that during the years 2007 to 2009 (till 29th April, 2009) out of 43 employees who were on deputation, only 3 belonged to SC and 1 to ST. The Committee also note that no officers belonging to ST communities had been sent on deputation during the years 2004 to 2009. Out of 36 employees sent on deputation, only 3 belonged to SC category. The Committee recommend that ONGC should always encourage SC/ST officers to go on deputation to other offices or to work in ONGC so as to gain experience and knowledge.
20. 4.9 The Committee note that there were instances in ONGC where persons had obtained employment on the basis of false caste certificate. It has been reported that 24 persons have been terminated from their services so far. The exact number of detected cases of false caste certificates according to the post evidence reply is 44 whereas 56 cases have been sent for verification to the concerned District Magistrate/State

level Scrutiny Committee. The Committee, however, have not been provided with the detailed information of employees in whose cases action for termination or verification of their caste certificates have been sent to concerned authorities. In fact, the Committee had specifically queried as to the time since the cases were sent for verification had been pending, but no reply has been given. In the absence of complete information, the Committee are not sure whether the information provided in written reply that 44 cases have been detected or 48 cases have come to light as stated by Chairman, ONGC during evidence is correct. In case of sending cases for verification, it has been stated in written reply that 56 cases were sent for verification to the concerned District Magistrate/State Level Scrutiny Committee, whereas according to the statement made by the Chairman, ONGC, during the evidence, 24 cases had been recommended to District authorities and were under various stages of examination. The Committee, therefore, recommend that complete details of cases of false caste certificates detected till now and various action taken thereon till date should be provided so that the Committee may have the correct information and suggest appropriate action.

21. 4.10 The Committee are distressed by the fact that normally it takes 1 to 2 years for getting report on verification of caste certificate from District authorities. The Committee recommend that ONGC should evolve some system so as to complete such verification by the appropriate authorities within two months at the most. The Committee are happy that ONGC are changing the policy to suspend the persons first and thereafter completing the enquiry in the event of detection of false caste certificate, as mentioned during the evidence. It should, however, be ensured that genuine SC/ST candidates are not harassed or made to suffer before appropriate inquiry. The Committee desire that criminal case should be initiated as soon as it is proved that an employee has obtained employment on the basis of false caste certificate. The Committee also desire that ONGC should take all necessary precautionary measures at the entry level itself by training the officials dealing with recruitment procedure and make them extra vigilant while examining the caste certificate.
22. 4.11 The Committee further recommend that ONGC should move court for vacation of stay obtained against removal from service by the employees recruited on the basis of false caste certificates. The Committee stress that ONGC should ensure that such cases are

expeditiously dealt with by not giving any room for delaying tactics by the other party.

23. 4.20 The Committee are happy to note that the ONGC has its own grievance handling system where grievances are heard by Grievance Committee at Asset/Basin/Work Centre level and Appeals Committee at Headquarters. The grievances of SC/ST are also examined at various levels including SC/ST Cell at Headquarters, Dehradun. It has been reported that CMD/Director (HR) also listen to the general/individual/region-wise grievances of SC/ST employees during their visits to Assets/Basin/Work Centres. Further there are provisions for holding monthly meetings and half yearly meetings with the Head of Asset/Basin/Work Centres by the All India SC/ST Employees Welfare Association with Director (HR) and CMD, respectively. It has also been stated that CWC of AISCSTEWAs meets periodically with the Management for redressal of their grievances.
24. 4.21 The Committee further note that most of the complaints relate to transfer, posting and promotions and that all complaints received are thoroughly examined and suitable action taken within two to three months time. The Committee note with satisfaction that during the years 2007 to 2009 (till April, 2009), ONGC received 11 cases of complaints/grievances and action has already been taken thereon.
25. 4.25 The Committee are happy to note that the competent authority has taken a decision to insert a separate clause in the contract agreement with contractors whereby the contractors are obliged to follow the Government directives on reservation while deploying their personnel. It further ensures that contractors make payment of minimum wages as notified by the Government of India, provide coverage under EPF and MP Act, 1952, ESI Act, 1948 (wherever applicable) or Group Insurance and provide facilities of leave with wages, statutory Bonus, kits & liveries, etc. The Committee strongly recommend that ONGC should ensure that prescribed percentage of SC and ST personnel are actually engaged by the contractors and that there is no lapse in providing such other facilities as provided under the law. ONGC should, therefore, obtain the deployment record periodically so as to monitor whether the contractors are following the directives of the Government in letter and spirit.
26. 4.26 The Committee note that contracts for various jobs/services are awarded in accordance with the established and laid down tendering process. As such,

the details of SC/ST contractors are not sought and thus not readily available with ONGC. The Committee are happy that ONGC has decided to encourage and promote co-operative societies formed by SC/ST people by extending preferential terms to them in awarding the job contracts, provided other things are equal. The Committee recommend that ONGC should give widespread publicity to their decision so that the SC/ST people are encouraged to form co-operative societies for being eligible to get preferential terms in awarding of job contracts. Till such societies by SC/ST people are formed under the Societies Registration Act of their respective States, the Committee recommend that certain quota of contract should be provided exclusively for SC/ST contractors.

27. 4.32 The Committee note that ONGC provides housing facility to its employees who are either given ONGC quarters at their places of posting or an option to live in company leased accommodation, self leased accommodation or rented accommodation. It has been stated that there is provision for reservation of 10% in 'A' and 'B' and 5% reservation in 'C' and 'D' type quarters for SC/ST employees.
28. 4.33 The Committee are happy that ONGC has allotted more than the prescribed percentage in all types of quarters to SC/ST employees. The Committee are however, concerned by the fact that owing to self lease facility, most employees prefer to stay in their accommodation and that colony accommodation are virtually vacant all over ONGC Work Centres. In such a situation, the Committee recommend that ONGC should seriously consider making use of the vacant quarters profitably.
29. 4.39 The Committee note that ONGC provided employment to dependent family members in case of unfortunate demise of its employees, including SCs/STs. The Committee are happy that no cases of SCs/STs are pending for employment on compassionate grounds under the Employment Assistance Scheme of ONGC. The Committee are also happy to note that ONGC extended employment assistance to disabled soldiers and widows of soldiers in the war of Kargil. The Committee desire that ONGC should continue to do its good work in future also.
30. 4.45 The Committee are happy that socio-economic development programmes for SC/ST people are being funded by ONGC either through SC/ST Component Plan or various Social Economic Development Programmes. The Committee should be apprised of

the funds which have been specifically earmarked for SC/ST Component Plan for the years 2007-08 and 2008-09 and the basis for its funding. The Committee should also be apprised of the fund plan earmarked for Social Economic Development Programmes for the years 2007-08 and 2008-09. The Committee recommend that the allocation of Component Plan should be earmarked according to population of SC/ST communities in the country. The Committee would like to encourage ONGC to keep up their noble activities for the socio-economic benefit and development of downtrodden and recommend that ONGC may adopt SC/ST inhabited areas for development.

MINUTES

**COMMITTEE ON THE WELFARE OF SCHEDULED CASTES
AND SCHEDULED TRIBES
(2007-2008)**

(FOURTEENTH LOK SABHA)

**NINETEENTH SITTING
(26.03.2008)**

The Committee sat from 1100 to 1230 hrs.

PRESENT

Shri Ratilal Kalidas Varma - Chairman

MEMBERS

Lok Sabha

2. Shri S. Ajaya Kumar
3. Shri Kailash Baitha
4. Shri S.K. Bwiswmuthiary
5. Shri Eknath M. Gaikwad
6. Shri Kailash Meghwal
7. Shri Rupchand Murmu
8. Shri E. Ponnuswamy
9. Shri Ashok Pradhan
10. Shri Bajju Ban Riyan
11. Shri Chengara Surendran

Rajya Sabha

12. Shri Krishan Lal Balmiki
13. Miss Anusuiya Uikey

SECRETARIAT

1. Shri Gopal Singh – Director
2. Ms. J.C. Namchyo – Deputy Secretary
3. Smt. Maya Lingi – Under Secretary

WITNESSES**REPRESENTATIVES OF THE MINISTRY OF PETROLEUM AND NATURAL GAS**

1. Shri S. Sundareshan, Additional Secretary (P&NG)
2. Shri D.N. Narasimha Raju, Joint Secretary

OIL AND NATURAL GAS CORPORATION LIMITED (ONGC)

1. Shri R.S. Sharma, Chairman and Managing Director
2. Dr. A.K. Balyan, Director (HR)

2. At the outset, the Chairman welcomed the representatives of the Ministry of Petroleum and Natural Gas and ONGC and informed the Committee that he has received a communication from the Secretary of the Ministry of Petroleum in which he has stated that he would be out of Delhi on 2 days C.L. from 26.03.2008 and sought exemption from the sitting. Thereupon, the Committee desired to know from the representatives of the Ministry the reasons for taking C.L. by their Secretary. The representatives of the Ministry could not give any reason and satisfactory reply. Then the Committee expressed their displeasure over the absence of the Secretary of the Ministry from the sitting without any valid reason. The Committee also directed the representatives of the Ministry to convey their displeasure to the Secretary in this regard.

3. The Committee then took evidence of the representatives of the Ministry of Petroleum and Natural Gas and ONGC on the subject "Reservation for and Employment of Scheduled Castes and Scheduled Tribes in ONGC".

4. The evidence was completed.

(The witnesses then withdrew)

5. A verbatim record of the proceedings was kept.

The Committee then adjourned.

MINUTES
COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND SCHEDULED
TRIBES
(2009-2010)

(FIFTEENTH LOK SABHA)

THIRD SITTING
(18.09.2009)

The Committee sat from 1500 to 1600 hrs. in Room No. '62', Parliament House ,
 New Delhi.

PRESENT

Shri Gobinda Chandra Naskar - Chairman

MEMBERS

Lok Sabha

2. Shri M. Anandan
3. Shri Biren Singh Engti
4. Shri Eknath Mahadeo Gaikwad
5. Smt. Paramjit Kaur Gulshan
6. Shri Kamal Kishor 'Commando'
7. Shri Virendra Kumar
8. Dr. Chinta Mohan
9. Shri Sohan Potai
10. Shri Gajendra Singh Rajukhedi
11. Shri Ashok Kumar Rawat
12. Shri Bajju Ban Riyan
13. Shri Sajjan Singh Verma
14. Shri Bhausaheb Rajaram Wakchaure

Rajya Sabha

15. Shri Krishan Lal Balmiki
16. Shri Lalhming Liana
17. Shri D. Raja
18. Shri Praveen Rashtrapal
19. Shri Thomas Sangma
20. Shri Brij Bhushan Tiwari
21. Miss Anusuiya Uikey

SECRETARIAT

1. Dr. R.K. Chadha – Joint Secretary
2. Ms. J.C. Namchyo – Additional Director
3. Smt. Maya Lingi – Deputy Secretary

At the outset, the Chairman welcomed the Members of the Committee. The Committee then considered the draft report on the subject “Reservation for and Employment of Scheduled Castes and Scheduled Tribes in Oil & Natural Gas Corporation Limited (ONGC)” and adopted the same with minor modifications.

2. The Committee authorized the Chairman to finalize the Report in the light of consequential changes and present the same to both the Houses of Parliament.

3. While deliberating on the draft report, some members pointed out that a few subjects including examination of Lok Sabha Secretariat, Rajya Sabha Secretariat, President’s Secretariat with regard to reservation for SCs and STs and working of Sixth Schedule Areas in North East States may also be included for examination by the Committee. It was reiterated that as per the convention, matters related to Lok Sabha Secretariat, Rajya Sabha Secretariat and President’s Secretariat are not discussed in the House or Parliamentary Committees. However, the Members insisted that a note should be put up to Hon’ble Speaker for her information and necessary directions in this regard. The Committee, however, decided to take up the subject “Working of Sixth Schedule Areas in North East States” during the year 2009-10.

4. The Committee decided to hold their next sitting on the 5th October 2009 at 1500 hrs.

5. Thereafter, the Committee held informal discussions with Chairman and members of the Committee on the Welfare of Scheduled Tribes/Scheduled Castes and Other Backward Classes of Meghalaya Legislative Assembly.

The Committee then adjourned with a vote of thanks to the Chair.

