

**COMMITTEE ON THE WELFARE
OF SCHEDULED CASTES AND
SCHEDULED TRIBES
(1980-81)**

(SEVENTH LOK SABHA)

ELEVENTH REPORT

**MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

Reservations for, and employment of, Scheduled Castes and Scheduled Tribes in South Central Railway, and award of petty contracts, parcel booking agencies and out-agencies to Scheduled Castes and Scheduled Tribes in South Central Railway.

Presented to Lok Sabha on 27 April 1981
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T O

The Eleventh Report of the Committee on
the Welfare of Scheduled Castes and
Scheduled Tribes (Seventh Lok Sabha).

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**COMMITTEE ON THE WELFARE OF
SCHEDULED CASTES AND
SCHEDULED TRIBES
(1980-81)**

Shri R. R. Bhole—Chairman

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*Elected w. e. f. 4th December, 1980 vice Shri Baleshwar Ram, ceased to be member of the Committee on his appointment as Minister of State.

INTRODUCTION

I, the Chairman, Committee on the Welfare of Scheduled Castes and Scheduled Tribes, having been authorised by the Committee to submit the Report on their behalf, present this Eleventh Report on the Ministry of Railways (Railway Board)—Reservations for, and employment of, Scheduled Castes and Scheduled Tribes in South Central Railway and award of petty contracts, parcel booking agencies and out-agencies to Scheduled Castes and Scheduled Tribes in South Central Railway.

2. The Committee took the evidence of the representatives of the Ministry of Railways (Railway Board) and the South Central Railway on the 5th and 6th February, 1981. The Committee wish to express their thanks to the officers of the Ministry of Railways (Railway Board) and South Central Railway for placing before the Committee material and information the Committee wanted in connection with the examination of the subject.

3. The Report was considered and adopted by the Committee on the 8th April, 1981.

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

R. R. BHOLE

*Chairman,
Committee on the Welfare of
Scheduled Castes and Scheduled Tribes*

NEW DELHI :

April 9, 1981

Chaitra 19, 1903 (Saka)

CHAPTER I

A. Organisational Set-up

The South Central Railway was setup on 2nd October, 1966 with Solapur and Secunderabad Divisions of the Central Railway and Vijayawada and Hubli Divisions of the Southern Railway. On 2nd October, 1977, the Solapur Division of this Railway was transferred back to the Central Railway and Guntakal Division from Southern Railway was attached to this Railway. Consequent on the bifurcation of Broad Gauge and Metre Gauge, the Secunderabad Division was divided into two divisions viz., Secunderabad (Broad Gauge) and Hyderabad (Metre Gauge). The various divisions of this railway and location of their Headquarters are indicated below :—

Division	Divisional Headquarters. located at
1. Secunderabad (BG)	Secunderabad
2. Hyderabad (MG)	Do.
3. Vijaywada	Vijaywada
4. Hubli	Hubli
5. Guntakal	Guntakal

1.2 Five Workshops are functioning on this railway and places where they are situated and the year in which each workshop was set-up are stated to be as follows :—

	Year in which setup.
1. Loco, Carriage and Wagon Workshop (Broad Gauge) Lallaguda, Secunderabad.	1883
2. Loco, Carriage and Wagon Workshop (Metre Gauge) Hubli	1885
3. Engineering Workshop, Lallaguda Secunderabad	16-9-1964
4. Signal and Tele-communication Workshop, Mettuguda, Secunderabad.	1920
5. Wagon Repair Workshop, Guntupalli, Vijaywada.	7-4-1974

1.3 In a note submitted to the Committee, the Ministry of Railways (Railway Board) have stated that each of the two Loco and Carriage Workshops at Lallaguda and Hubli is under the administrative control of an Additional Chief Mechanical Engineer, who is under the Chief Workshop Engineer in the Headquarters. The Signal and Telecommunications Workshops, Mettuguda is under the control of Deputy Chief Signal and Telecommunication Engineer who is under the Chief Signal and Telecommunication Engineer in the Headquarters. The Engineering Workshops, Lallaguda, Secunderabad, is controlled by the Works Manager who is under the overall control of the Chief Bridge Engineer at the Headquarters. The Wagon Repair Shops, Guntupalli, Vijayawada is under the control of Deputy Chief Mechanical Engineer who is under the control of Chief Workshop Engineer at the Headquarters.

1.4 The General Manager, South Central Railway, is overall incharge of all the five workshops.

B. Reservation Orders and Exemptions

1.5 Ministry of Railways (Railway Board) have stated that the dates of adoption/implementation of reservation orders in respect of Scheduled Castes/Scheduled Tribes on the South Central Railway are as follows :—

	Date of adoption/ implementation.
Recruitment:	
(a) Posts filled by direct recruitment to class III and Class IV.	2-10-1966 (formation of Zone).
Promotion :	
(b) Posts filled by promotion.	
(i) Through limited Departmental Competitive examination in or to Class II, III, IV.	2-10-1966 (11-7-1968 in respect of Class II).
(ii) By selection to and within Class III.	2-10-1966.
(iii) From Class III to class II and the lowest rung of Class I.	20-7-1974
(iv) Made on the basis of seniority-cum-suitability in Class I, II, III and IV.	27-11-1972
(c) Posts filled by deputation	There is no reservation for filling up the posts on deputation. However, staff from SC/ST communities are also considered.
(v) Posts filled by temporary appointments for a duration of 45 days or more	10-12-1971

1.6 The following percentages of reservations have been provided in favour of Scheduled Castes and Scheduled Tribes on the South Central Railway :—

	SC	ST
(I) Direct Recruitment		
(a) All India basis	15%	7 1/2%
(b) Regional basis	11%	5%
(II) Posts filled by promotion	15%	7 1/2%
(III) Posts filled by temporary appointments for a duration of 45 days or more.	Same as in item (I) and II above.	
(IV) Posts filled by deputation.	Nil.	Nil.

1.7 Explaining the procedure followed for recruitment in various categories of posts, the Ministry of Railways (Railway Board) have stated that recruitment to Class I services is made through the Union Public Service Commission. In Class II, generally there is no direct recruitment. Recruitment to Class III services on this railway is normally made through the Railway Service Commission set up at Secunderabad. For Class IV, the recruitment is made by the Railway Administration itself.

1.8 Asked to state the machinery/checks devised to ensure that the reservations made in favour of Scheduled Castes and Scheduled Tribes are actually fulfilled, the Ministry of Railways (Railways Board) have stated

that in order to give proper effect to the reservations prescribed, vacancies are treated as reserved or un-reserved according to the model rosters of 40 points for promotional categories and 100/40 points for recruitment categories on regional/All India basis, Senior Personnel Officer (Reservation) assisted by the Headquarters Personnel Inspectors visits Divisions, Workshops and other units to have constant check on the maintenance of these rosters and filling up of vacancies. Personnel Inspectors attached to the Divisions also make regular checks on these rosters and keep Senior Personnel Officer (Reservation) and Chief Personnel Officer advised of the shortcomings as well as the nominated Personnel Officer of the Division concerned. Wherever, for want of candidates within the field of eligibility from the Scheduled Caste/Scheduled Tribe any temporary de-reservation of vacancy is required to be done, prior approval of the competent authority, General Manager, Railway Board as the case may be, is being obtained.

If despite best efforts, shortfall still persists, Senior Personnel Officer (Reservation) arranges special recruitments in the lowest recruitment grades for wiping out the shortfalls with the approval of the General Manager.

1.9 Asked what remedial steps were proposed to be taken to enforce Reservation Orders properly in all the Divisions of South Central Railway, the Committee have been informed that the Reservation Orders are properly implemented in all the Divisions of South Central Railway. It is proposed to keep the existing machinery tight to check up the communal-roster registers quite frequently and to advise for filling up short-fall of of Scheduled Caste/Scheduled Tribe quotas wherever not done. It will also be ensured that reservations are ordered based on roster point in all the categories when candidates belonging to reserved communities are available. The officers responsible for reservation are advised to ensure that all the orders issued from time to time are strictly implemented.

1.10 With regard to the categories of posts for which reservations have not been provided in the South Central Railway, the Committee were informed that reservation rules do not apply in promotions where the element of direct recruitment exceeds 66·2/3 per cent. Reservation orders are also not applicable in the following categories of posts :—

- (i) Vacancies filled by transfer.
- (ii) Temporary appointments for less than 45 days.
- (iii) Promotions against leave vacancies of less than 45 days.
- (iv) Posts filled by deputation.
- (v) Posts coming under Vigilance Organisation.

1.11 The above-mentioned posts have been exempted from the purview of reservation orders in accordance with the instructions issued on the subject.

1.12 During evidence, the Committee enquired whether there was any bar on Scheduled Caste/Scheduled Tribe candidates serving in the Vigilance Organisation of the South Central Railway. The representative of the South Central Railway stated that there was no bar but there was no reservation as such. The candidates were considered on the basis of assessment done by Vigilance Organisation which selected the personnel who volunteered.

1.13 The Committee are distressed to note that a large number of posts in the South Central Railway have been kept out side the purview of reservation orders. The Committee see no reason why reservation orders should not apply to posts in the Vigilance Organisation and would like the Ministry of Railways (Railway Board) to review the whole policy of making reservation orders applicable to posts in the Vigilance Organisation and to such other posts in the South Central Railway and its Workshops which are exempt from reservations, in consultation with the Department of Personnel and Administrative Reforms. The Committee need hardly stress that while selecting persons for posts to be filled by deputation or transfer in the Railways, it should be ensured that a fair proportion of such posts are filled in by employees belonging to Scheduled Castes and Scheduled Tribes in accordance with the instructions issued by the Department of Personnel and Administrative Reforms vide their O.M. No. 36012/7/77-Estt. (SCT) dated the 21st January 1978 in this regard.

C. Liaison Officer and Cell

1.14 In a written note furnished to the Committee, it has been stated that the Special Reservation Cell under the charge of Additional Director assisted by two Joint Directors looks after reservation for Scheduled Castes and Scheduled Tribes at the Railway Board level and adequate staff are provided to assist the Additional Director.

1.15 The existing strength of the Reservation Cell of the Railway Board is stated to be as under :—

1. Addl. Director, Estt. (R)	1
2. Jt. Director, Estt. (R)	2
3. Dy. Director, Estt. (SCT)	1
4. Officer on special Duty Extt. (R) at Bombay	1
5. Section Officer.	1
6. Inspectors	2
7. Assistants	5
8. Upper Division Clerks	2
9. Steno Grade 1	1
10. Lower Division Clerks	2

1.16 Addl. Director, Establishment (R), Ministry of Railways acts as the Liaison Officer for all the Zonal Railways for ensuring effective implementation of reservation orders. The Special Cell in the Ministry of Railways (Railway Board) keeps a watch over the implementation of the reservation orders for Scheduled Castes and Scheduled Tribes on the Railways by means of inspections conducted by the two Joint Directors alongwith their Inspectors of the various Railway establishments and also by means of periodical reports showing the statistics in regard to the progress made in the intake of Scheduled Castes/Tribes in Railway services.

1.17 On South Central Railway, the Chief Personnel Officer functions as Liaison Officer to deal with matters connected with Scheduled Caste/Scheduled Tribe reservations. Under him in the Headquarters Office, a separate Cell with a Senior Personnel Officer incharge looks after the problems pertaining to Scheduled Caste and Scheduled Tribe employees. This Cell is manned by three Personnel Inspectors and one clerk. In addi-

tion, one Inspector is allotted to each division exclusively for this work under the control of a nominated Personnel Officer. In Workshops, Personnel Officer is entrusted with this work.

1.18 The Senior Personnel Officer (Reservation) with the help of the Cell, follows up proper and prompt implementation of various orders and instructions received from the Ministry of Railways (Railway Board) from time to time pertaining to Welfare of Scheduled Castes and Scheduled Tribes. The Senior Personnel Officer and Personnel Inspectors conduct regular inspections in Headquarters/Divisions/Extra-Divisional offices and check the reservation rosters maintained by them for recruitment, promotion in selection and non-selection posts. Whenever shortfalls are noticed, steps are taken to make good the deficiencies. Representations from the Scheduled Caste/Scheduled Tribe employees with regard to their promotions, transfers, allotment of quarters and other grievances are attended to keeping in view the privileges to be extended to them.

1.19 The Chief Personnel Officer of South Central Railway is also assisted at the appropriate level by Asst./Senior Personnel/Divisional Personnel officers in :—

- (i) Ensuring the compliance by the subordinate appointing authorities with the orders and instructions pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes and other benefits admissible to them.
- (ii) Ensuring submission by each subordinate appointing authorities, annual, half-yearly and quarterly returns promptly.
- (iii) Scrutiny and consolidation of the above returns and sending to the Board.

The Liaison Officer conducts annual inspections of the rosters maintained with a view to ensure proper implementation of reservation orders and submit his annual inspection report to the General Manager pointing out defects if any, and remedial steps taken in this connection.

1.20 In a written note submitted to the Committee it has been stated that the Joint Directors of the Special Cell of the Railway Board submit their inspection reports after the inspection of the Railway. Three inspection checks on South Central Railway were conducted during the last 3 years by the Joint Director concerned. Irregularities detected during the inspection were brought to the notice of the Railway Administration for corrective action. In addition to the inspections conducted by Joint Directors, the Inspectors attached to the Cell also visit the Railways and inspect Roster Registers.

1.21 During evidence the Committee enquired as to how the Reservation Cell of the Ministry of Railways (Railway Board) monitored the reservations in services in so far as Scheduled Castes and Scheduled Tribes were concerned, the representative of the Ministry of Railways (Railway Board) stated that through the medium of various reports that were being submitted to the Railway Board, a check was exercised to see that the reservation rules were being implemented in the various Railways. The Joint Director of the Railway Board looking after the South Central Railway also inspects the Zonal Railway to see whether the instructions issued re-

garding implementation of reservation orders are being followed properly and in case anything is found lacking remedial action is immediately taken.

1.22 When asked during evidence what follow-up action was taken on receipt of inspection notes from the South Central Railway by the Railway Board, the representative of the Ministry of Railways (Railway Board) explained that whenever a Joint Director of the Railway Board goes on inspection, he submits a report of the inspections and also takes remedial action at that point during the course of his inspection. Though the Cell has been existing for a long time and there are Cells on each individual railway which are supposed to ensure that whatever policies are adopted are followed *in toto*, yet if during inspection something is found wanting it has to be corrected. That is a continuous process of ensuring that things are maintained at the proper level.

1.23 Asked to state the working of the Special Reservation Cell in the Railway Board and how it was manned and whether it was the policy of the Railway Board not to include Officers from the Zonal Railways in this Cell. The Ministry of Railways (Railway Board) in a written note furnished to the Committee have explained the position as under :—

- (i) "In pursuance of the announcement made in the Parliament by late Shri L. N. Mishra the then Minister for Railways, a special cell was created in the Railway Board in the year 1973 to ensure implementation of roster points reserved for Scheduled Castes/Scheduled Tribes in recruitment and promotion on Railways and to watch the interest of these communities in terms of various orders issued by the Central Government in this regard from time to time, as also to look into the grievances of reserved and backward communities and minorities in the matter of their service conditions and recruitment etc. on the Railways. This Cell is headed by an Officer designated as Additional Director (Rs. 2000—2250) assisted by two Advisors (since re-designated as Joint Directors) in scales Rs. 1500—2100 and one Deputy Director (Rs. 1200—1600).
- (ii) The major functions of this Cell are to formulate policies in conformity with the orders issued by the Ministry of Home Affairs regarding reservation for Scheduled Caste/Scheduled Tribe in recruitment/promotion in various posts on the Railways, and to ensure that these orders/policies are implemented by the Zonal Railway Administrations. The Cell coordinates and deals with the various Scheduled Caste/Tribe Associations and handles the references received from them, also processing the recommendations made by Parliamentary Committee, the Commissioner for Scheduled Castes and Scheduled Tribes etc. In addition, this Cell looks into the complaints/references received from or on behalf of the Scheduled Castes/Scheduled Tribes Railway employees and employees belonging to the minorities regarding their service matters. The cases regarding dereservation of posts is also being dealt with by this Cell.
- (iii) Keeping in view the nature of work and the responsibilities which devolve on this Cell, these posts are being manned by Secretariat Officers who have long years of experience of service matters particularly belonging to Scheduled Caste/Scheduled Tribe com-

munities. However, Scheduled Caste/Scheduled Tribe officers with adequate establishment background from the Class I services of Railways are also eligible for posting against these posts.

- (iv) The practice is to have a "mix" of both serving Railways Officers and Railway Board Secretariat Service Officers functioning as a team. This arrangement has also enabled an avenue of promotion being provided to the Railway Board Secretariat Service men, in response to their repeated urgings."

1.24 The Committee note that the Chief Personnel Officer in the South Central Railway functions as the Liaison Officer and he is assisted by Assistant/Senior Personnel/Divisional Personnel Officers to watch the proper implementation of reservation orders and to ensure that instructions pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes are complied with and all benefits admissible to them are actually given. The Committee also note that the Liaison Officer of the South Central Railway conducts annual inspection of the rosters maintained in Divisions/Workshops with a view to ensure proper implementation of reservation orders and submits his report to the General Manager pointing out defects if any, and remedial measures taken by him in that connection.

1.25 The Committee also note that one of the Joint Directors in the Railway Board, whose jurisdiction *inter alia* covers the South Central Railway, also inspects various units of the Zonal Railway to see whether the instructions issued regarding implementation of reservation orders are being followed properly. The Committee are not satisfied that the concerned Joint Director carried out inspections of the South Central Railway only thrice during the last three years *i.e.* one inspection per year. The Committee feel that one inspection per year is not adequate and with a view to ensure more effective implementation of various reservation orders, such inspections should be conducted more frequently and in any case the interval between one inspection and the next should not be more than four months. This suggestion, in the opinion of the Committee, will ensure the proper maintenance of rosters and implementation of reservation orders in the South Central Railway.

1.26 The Committee also note that the special Reservation Cell of the Railway Board is being manned mostly by the officers of the Railway Board who have long years of experience of service matters particularly belonging to Scheduled Caste/Scheduled Tribe communities. In addition, Scheduled Caste/Scheduled Tribe officers with adequate establishment background from the Class I services of Railways are also eligible for posting in the Cell. The Committee feel that there should be no hesitation on the part of Ministry of Railways to induct capable officers from the Zonal Railways having sufficient field experience to work in the Special Cell of the Railway Board.

1.27 The Committee would like to stress that in selecting officers for posting in the Cell, the main criterion should be the efficiency and sincerity of the officer and a burning desire to work for the welfare of the Scheduled Castes and the Scheduled Tribes. If this criterion is not fulfilled, any selection for the purpose of providing an "avenue of promotion" for the staff of Railway Board Secretariat would not be a just proposition.

CHAPTER II

RECRUITMENT AND PROMOTIONS

A. Recruitment Procedure

2.1. Ministry of Railways (Railway Board) have stated that in Railways, recruitment to Class I Services is made through the Union Public Service Commission. There is generally no direct recruitment to Class II posts which are filled by promotion of suitable Class III employees from amongst the eligible categories.

2.2 Direct recruitment to all Class III posts for which an indent is placed by the South Central Railway administration is made through the Railway Service Commission. The number of posts reserved for the Scheduled Caste and Scheduled Tribe communities according to the percentage applicable to South Central Railway is complied with by the Railway Service Commission. The Railway Service Commission conducts written/oral/psychological tests as required in the categories of posts and a panel is supplied to the Railway Administration recommending the names of candidates for appointment in Class III services. The Railway Administration makes appointments according to the panel as and when vacancies arise.

2.3 The recruitment to Class IV categories of posts is made by the Railway Administration itself.

2.4 The General Manager is vested with special powers to recruit Scheduled Caste and Scheduled Tribe candidates without reference to the Railway Service Commission to make up the shortfall. The General Manager is also empowered to a point medically decategorized candidates belonging to Scheduled Castes and Scheduled Tribes in such alternative categories of posts for which they are medically fit and where there is shortfall for such candidates.

2.5 Recruitment is also made by the General Manager under the powers delegated to him in the following cases :—

- (i) Appointments on compassionate grounds of dependents of railway employees who die while in service, or get permanently crippled or afflicted with some serious illness leaving the family in straitened circumstances;
- (ii) Sportsmen under sports quota.

2.6 So far as recruitment to Class IV services is concerned, it is done by screening available casual labour/substitutes in the South Central Railway and a panel is drawn in which adequate representation is provided to Scheduled Castes and Scheduled Tribes. If, however, sufficient number of Scheduled Castes and Scheduled Tribes are not available from among the screened casual labour/substitutes to fill the vacancies reserved for them, then recruitment is done from the open market, under the special powers vested in the General Manager.

2.7 The unfilled quota is carried forward to three subsequent recruitment years which will be determined after ignoring the years in which either no recruitment takes place or no reservation can be made for SCs and STs because of occurrence of a single vacancy in those years. The posts can be exchanged between Scheduled Caste and Scheduled Tribes after a period of 3 recruitment years if the candidates are not available in the respective castes.

2.8 The Railway Service Commissions have been given discretion to recommend Scheduled Caste and Scheduled Tribe who may obtain low place in the examination except where the minimum standard for maintenance of efficiency of administration has not been reached.

2.9 Where recruitment is made otherwise than by examination, the appointing authority has discretion to select candidates from Scheduled Castes and Scheduled Tribes fulfilling lower standard of suitability than from others as long as the candidates have the prescribed minimum educational and technical qualifications and the appointing authority is satisfied.

2.10 Where requisite number of Scheduled Caste/Scheduled Tribe candidates fulfilling even the lower standard are not available to fill up the vacancies reserved for them, the best amongst Scheduled Castes/Scheduled Tribes, who fulfil the minimum qualifications laid down in the notice of recruitment/advertisement, are appointed in the case of non-technical and quasi-technical categories in Class II and IV to be filled by direct recruitment, otherwise than by written examination and in order to bring candidates so appointed upto the minimum standard necessary for the post and for the maintenance of efficiency of Administration, they are given "in-service training".

2.11. The Committee were informed during evidence that in respect of popular categories like clerks and stenographers etc. there was no backlog at all. Only in the case of technical categories, the Railway Service Commission was not able to find suitable Scheduled Caste/Scheduled Tribe candidates.

2.12 The Railway Service Commissions have been asked to take special steps to fill up the quota reserved for Scheduled Castes/Scheduled Tribes. They have been asked to hold written test for Scheduled Castes/Scheduled Tribes as far as practicable, separately, from that of the general candidates. Where that is not practicable, the answer papers of reserved community candidates are adjudged separately and the interviews arranged in separate blocks.

2.13 Asked to state the reasons as to why there was no direct recruitment in Class II posts and whether the backlog in that class could be cleared if there was direct recruitment in certain categories, Ministry of Railways (Railway Board) have informed the Committee as under :—

"Group B (Class II) as a service is meant as avenue to the gazetted cadre for the non-gazetted staff. It also provides opening and outlet for the non-gazetted staff to fulfil their aspirations for further advancement. Group A (Class I) service is the gazetted service where direct recruitment is made. It is felt that in due course, adequacy in percen-

tage of reservation will be reached in Group B (Class II) as well with the reservations that are already provided for this service."

2.14 The Committee note that recruitment to various categories of posts in Class III in the South Central Railway is made by the Railway Service Commission, Secunderabad. The Committee also note that in case the Railway Service Commission is unable to recruit and recommend requisite number of Scheduled Castes and Scheduled Tribes against the reserved vacancies, the General Manager, South Central Railway can exercise his special powers to make recruitment of Scheduled Castes and Scheduled Tribes from the open market to wipe out the shortfalls. The Committee recommend that the General Manager, South Central Railway, should resort to his special powers immediately on receipt of intimation from the Railway Service Commission that they are not able to sponsor or recommend the requisite number of Scheduled Caste and Scheduled Tribe candidates to fill all the reserved vacancies.

2.15 The Committee also note that recruitment to Class IV service is made by screening available casual labour/substitutes in the South Central Railway and if requisite number of Scheduled Castes and Scheduled Tribes are not available to fill the vacancies reserved for them, recruitment is made from the open market. The Committee expect that while engaging casual labour sufficient number of Scheduled Castes and Scheduled Tribes are engaged by the South Central Railway so that at the time of their screening for filling Class IV posts against regular vacancies, there is no dearth of reserved community candidates. The Committee also recommend that every effort should be made by the authorities concerned to induct a Scheduled Caste/Scheduled Tribe officer in the Screening Committee to safeguard the interests of Scheduled Castes and Scheduled Tribes.

B. Railway Service Commission, Secunderabad

2.16 In a note submitted to the Committee, it has been stated that the Railway Service Commission, Secunderabad started functioning from January, 1978. At present, the composition of the Commission is one Chairman, one Member Secretary, one Assistant Secretary, 12 Class III and Class IV staff. The main function of the Railway Service Commission is to make recruitment for Class III posts which are filled by direct recruitment.

2.17 Asked to state the functions and powers of the Railway Service Commission in regard to the recruitment of Scheduled Castes and Scheduled Tribes for the South Central Railway and its Workshops, the Committee have been informed that the recruitment for all Class III posts for South Central Railway and its Workshops including those reserved for Scheduled Caste and Scheduled Tribe candidates for which an indent is placed on the Railway Service Commission by the South Central Railway administration, is made by the Railway Service Commission.

2.18 The Committee have been informed that the Railway Service Commission, Secunderabad is required to take the following special steps to fill up the quota reserved for Scheduled Castes and Scheduled Tribes while making recruitment in different categories of Class III posts :—

- (i) All vacancies (including reserved for Scheduled Castes and Scheduled Tribes) for which recruitment is to be conducted, are advertised in the local newspapers;

- (ii) Copies of advertisements are sent to the Regional or Local Employment Exchange;
- (iii) Simultaneously the copies of the advertisements of vacancies are sent to Scheduled Caste/Scheduled Tribe Associations/Organisations;
- (iv) It is ensured that all concessions/relaxations admissible in favour of SCs/STs are applied.

2.19 Asked what special efforts were made by the Railway Service Commission to increase the representation of Scheduled Caste/Scheduled Tribe persons in South Central Railway during the last three years, the Committee have been informed that the Railway Service Commission started functioning only from January, 1978. Whenever employment notices were issued inviting applications for various categories of posts, special mention was made regarding the number of posts reserved for the Scheduled Caste and Scheduled Tribe Communities. In so far as the non-technical posts which required a minimum prescribed qualification of Matriculation/Degree were concerned, the Commission had been able to meet the demands of the administration in full. However, in case of technical categories where a Diploma or a Degree in Engineering and certain medical categories which required specialised qualification such as Nurses, Pharmacists, Radiographers, etc. the response from the Scheduled Caste Community had been encouraging but sufficient number of candidates had not been forthcoming in the case of Scheduled Tribe candidates. Therefore, the particulars of opportunities for the reserved communities were specially broadcast over the AIR (All India Radio) in their local news bulletin. The employment notices were also supplied to various Scheduled Caste and Scheduled Tribe Welfare organisations, Employment Exchanges, Director, Re-settlement and Employment etc. Widest possible publicity was given about the reserved vacancies for the benefit of such candidates.

2.20 Asked to explain briefly the method of recruitment in various categories of posts followed by the Railway Service Commission, the Committee have been informed that after receipt of indents from the Railway Administration, an employment notice is issued by the Commission inviting applications from candidates. This is published in the news papers which have a large circulation both in the local language, English and Hindi. They are also published in the 'Employment News' weekly, 'Bharathiya Rail' of the Railway Board and 'South Central Railway Gazette'. The number of posts reserved in each category of posts for Scheduled Castes/Scheduled Tribes and Ex-Servicemen are clearly mentioned in the Employment Notice.

The applications received from the candidates are separated category-wise and thereafter they are scrutinised to see the eligibility of each candidate with reference to age, educational qualification, caste, etc. Wherever, a large number of applications are there against fewer number of vacancies, a written examination is held. The centres of written examination are so fixed that the candidate from distant places do not have to travel a longer distance than what is absolutely necessary. The number of such centres depends upon the number of applications received from such regions. The answer papers of the candidates are got valued by competent examiners and thereafter a minimum qualifying mark is fixed for calling the candidate for

viva-voce test. While fixing the qualifying mark, the following factors are taken into account :—

- (i) The number of vacancies available for reserved community as also for other communities.
- (ii) Normally candidates are called for interview in the ratio of 1 : 4.
- (iii) If sufficient number of candidates with the minimum qualifying mark are not forthcoming from the reserved community, the minimum qualifying marks for interview are also lowered to the extent necessary keeping in view the overall sufficiency of the cadre. The reserved community candidates are interviewed in a separate block so that the Selection Committee may take into account the candidates' social and educational backwardness while assessing suitability.
- (iv) The number of candidates to be included in the merit list is normally in the ratio 1 : 1 (Community-wise) (i.e. for 1 vacancy 1 in the reserved panel). Thereafter, the names of the candidates are recommended to the Railway for appointment according to the merit separately for each reserved Community upto the number required by the Railway.

2.21 Asked to state the time-lag between the issue of advertisement by the Railway Service Commission and the final recruitment, it has been stated in a note furnished to the Committee that in the case of non-technical popular categories the time-lag is 12 to 15 months. In the case of other technical and semi-technical categories for which the applicants are not many, the time-lag is between 3 and 6 months.

2.22 Asked to state whether any indents for recruitment to a number of posts in the South Central Railway were pending with the Railway Service Commission, the Committee have been informed in a written note that the indents received upto 15th of September, 1980 were advertised on 28th September, 1980 which consisted of 38 categories. Out of that, 10 categories had already been finalised and panels supplied to the administration. The balance categories are all at various stages of finalisation and it is expected that in another two months, the panels for all these categories will be made available to the administration. Besides this, indents for non-technical popular categories (Mass) as also 5 other technical and semi-technical categories were also received in the month of December, 1980. These have already been advertised on 28th December, 1980. The work of this Railway Service Commission is current and there are no old indents pending with the Commission.

2.23 In regard to the excessive time taken for recruitment of personnel in various categories of posts by the Railway Service Commission. Secunderabad, the representative of the Railway Board, during the course of evidence, stated as follows :—

“There are so many applications. For that, they had to set up a large number of centres. As far as the South Central Railway is concerned, the overall situation is much better. For the technical categories they are able to manage it within 5-6 months. The situation is not as good as it should be. They have outlined their difficulties.”

2.24 In reply to a question, the Committee were informed during the course of evidence that it took about one year to complete all formalities in regard to recruitment in popular categories of posts like clerks, stenographers etc. In respect of these categories there was no backlog at all. Only in the case of technical categories, the Railway Service Commission was not able to feed the Department.

2.25 Asked to state the difficulties faced by the Railway Service Commission, Secunderabad in the recruitment of staff in 'popular categories' like Clerks, Stenographers, etc. and the remedial measures proposed to be taken in this regard, the Committee have been informed in a note furnished to them that the number of applications in response to the employment notice for popular categories is more than one lakh. According to Board's directive, the Employment Notice is to be issued in the month of December every year and the examination is to be conducted in June of the following year i.e. within a period of six months. For dealing with such a large number of applications and to conduct the examinations in centres spread over 4 to 5 States, it is necessary to have adequate staff and office accommodation for the Commission. The present strength of the Commission is only 12 Class III and 6 Class IV. This staff strength being inadequate, the Commission is resorting to the engagement of a large number of casual labour. Proposals to augment the strength of staff of this Commission as also for the construction of a separate building for the Commission are under examination at the appropriate level.

2.26 Asked to specify the special steps which are proposed to be taken to reduce the timelags between the date of receipt of the applications and the actual appointment of candidates, it has been stated in a note submitted to the Committee that the time-schedule prescribed by the Board for recruitment to popular categories is 7 months but actually the time taken is about 1½ years. Apart from engaging casual labour, the regular staff are also put on over-time to speed up the work. The proposals for additional staff and office accommodation, if sanctioned, will go a long way in reducing the time-lag between the date of receipt of the applications and the supply of candidates. It has been decided to introduce objective type of questions which reduces the time for evaluation of the answer books. The application forms have also been simplified so that less time is spent on their scrutiny.

2.27 The Committee note that in the case of technical and semi-technical categories of posts the time taken by the Railway Service Commission, Secunderabad for making selection and preparing a Panel ranges between 3 to 6 months while in the case of non-technical popular categories like clerks, stenographers etc. the time lag between the date of receipt of applications and actual selection of candidates ranges between 1 to 1½ years. In the opinion of the Committee, this does not reflect a satisfactory working of the Railway Service Commission. The Committee need hardly stress that it should be the endeavour of the Commission to reduce the time-lag in respect of popular categories by augmenting its staff strength. The Committee note that the proposals to augment the staff strength of the Railway Service Commission as also for the construction of a separate building for the Commission are under examination at the appropriate level. The Committee trust that early decision would be taken on a priority basis both for augmenting the staff of the Railway Service Commission, Secunderabad and for housing it in its own building. This will help reduce the time-lag in the case of recruitment of candidates against popular categories of posts like clerks and stenographers etc. and also improve the overall performance of the Commission.

2.28. The Committee would also like to suggest that the Railway Service Commission, Secunderabad should invite applications for recruitment to posts of non-technical mass categories annually on a programme basis without waiting for actual indents from the Railway Administration so as to reduce the time-lag between the receipt of indent and actual recruitment of staff on the South Central Railway. The Committee have no doubt that if the position improves in direct recruitment to Class III posts this will in turn accelerate the filling of reserved vacancies in Class II which are normally filled on the basis of promotion.

2.29. The Committee recommend that all vacancies should be notified to the local or Regional Employment Exchanges. The total number of vacancies to be filled or likely to be filled and the number of vacancies reserved for Scheduled Castes and Scheduled Tribes, qualifications prescribed for the posts and the concessions/relaxation admissible in favour of Scheduled Castes and Scheduled Tribes should be clearly mentioned in the requisitions sent to the Employment Exchanges.

Copies of such notices should also be sent to the local Scheduled Caste and Scheduled Tribe MLAs and MPs and also to the Members of the Parliamentary and State Committees on the Welfare of Scheduled Castes and Scheduled Tribes.

2.30. The Committee further recommend that simultaneously with the issue of recruitment advertisements in the Press and requisitions to the Employment Exchanges, vacancies reserved for scheduled Castes and Scheduled Tribes should also be notified to all the recognised and/or registered Associations/Organisations of Scheduled Castes and Scheduled Tribes Welfare and also to Director of Harijan and Tribal Welfare in the State/Union Territory concerned.

2.31. The Committee also suggest that the Railway Service Commission Secunderabad should get in touch with the Industrial Training Institutes and others technical institutions for getting right type of candidates to man the various posts on the South Central Railway. The Committee further desire that the Liaison Officers in the South Central Railway should also maintain close liaison with the Industrial Training Institutes etc. for the recruitment of Scheduled Castes and Scheduled Tribes in the skilled and semi-skilled categories of posts in the South Central Railway and its workshops. The Committee feel certain that in case the steps suggested by them are implemented in letter and spirit, the intake of Scheduled Castes and Scheduled Tribes in services will improve considerably.

C. Concessions and Relaxations

2.32. The Committee have been informed that the following concessions/relaxations are granted by Railway Service Commission to Scheduled Castes and Scheduled Tribe candidates while making recruitment to Class III categories of posts in the South Central Railway :—

- (i) While the examination fee for other community candidate is Rs. 2/- for the reserved community candidates it is only 50 paise.
- (ii) Scheduled Caste/Scheduled Tribe candidates are given age relaxation to the extent of 5 years.

- (iii) At the time of valuation of answer papers, if the recruitment is done exclusively for reserved community candidates, moderation is shown while valuing the answer papers.
- (iv) A lower percentage of qualifying mark is fixed for Scheduled Caste/Scheduled Tribe community candidates so as to ensure adequate number of candidates for a particular recruitment.
- (v) In certain cases, experience in a particular trade/profession is not insisted upon in the case of Scheduled Caste/Scheduled Tribe community candidates.
- (vi) Free Railway journey passes are issued to Scheduled Caste/Scheduled Tribe community candidates for their journey from their place of residence to the place of Examination/Interview and back.
- (vii) If adequate number of suitable candidates are not available for a particular category, Scheduled Caste/Scheduled Tribe candidates are selected on relaxed standard and their names are recommended to the Railway where they will be given extended period of inservice training to bring them up to the general standard of efficiency.
- (viii) If sufficient number of candidates with the minimum qualifying mark are not forthcoming from the reserved community, the minimum qualifying marks for interview are also lowered to the extent necessary keeping in view the overall efficiency of the cadre. The reserved community candidates are interviewed in a separate block so that the Selection Committee may take into account the candidates' social and educational backwardness while assessing suitability.

2.33. The Committee note that various concessions/relaxations are granted to Scheduled Caste and Scheduled Tribe candidates at the time of making recruitment to different categories of posts in the South Central Railway and its Workshops. The Committee hope that Railway Service Commission will make sincere efforts to implement the prescribed concessions/relaxations in favour of Scheduled Castes and Scheduled Tribes with a view to increase their intake in Class III services. The Committee feel that unless the representation of SC/ST improves in the feeder categories of posts, their representation in Class I and II posts will not improve. The only way to cut down the shortfalls in higher posts is to increase the intake of SC/ST candidates in Class III and IV posts in initial recruitment.

D. Maintenance of Rosters

2.34. Ministry of Railways (Railway Board) have stated in a note submitted to the Committee that the rosters as prescribed are maintained for each of the categories of posts in South Central Railway and the prescribed roster form has been got printed on this Railway to facilitate uniform and proper maintenance of these rosters. These are also subjected to regular checks by Personnel Officers and Personnel Inspectors periodically.

2.35. Asked to clarify whether the officers who were responsible for the maintenance of rosters were also responsible for their checking, the Committee have been informed in a note furnished to the Committee that the officers who are maintaining the rosters are responsible for proper maintenance of the rosters maintained by them. The Personnel Officer in the Divisions/

Workshops nominated to deal with the matter connected with reservation orders for Scheduled Castes and Scheduled tribes are responsible for checking them and ensure correctness.

2.36. With regard to the checks and counter-checks made to keep the rosters upto date, the Committee have been informed that the reservation rosters maintained in the Divisional Workshops offices are regularly checked by the nominated Personnel Officers with the help of Personnel Inspectors attached to them. The SPO (RP) and Personnel Inspectors attached to Headquarters Office conduct regular inspection in Headquarters/Divisions/Extra Divisional/Workshops Offices and counter check these rosters maintained by them. The Chief Liaison Officer also conducts annual inspection of the rosters with a view to ensure proper implementation of reservation orders.

2.37. The Committee have been informed that one of the Joint Directors of the Ministry of Railways (Railway Board) whose jurisdiction covers South Central Railway occasionally conducts checks of roster registers maintained in different offices of the units/workshops of the South Central Railway. The discrepancies noticed during the course of inspection are rectified and remedial action is also taken.

2.38. Perusal of the Inspection Reports of the Joint Director of the Railway Board indicates various types of mistakes in the maintenance of rosters in South Central Railway. Defects, such as Cadre Controlling Officer not appending his signature on the Roster Register, dates of promotion not shown in chronological order, date of joining of the employees not indicated, non-opening of the Roster Register for regular promotions, correct type of Roster Register not used, carry-forward of vacancies not properly indicated, indication of date of appointment not given, cutting, erasing and over-writing in rosters and some roster points being kept blank are examples of the type of mistakes occurring in the maintenance of rosters which were revealed during the course of inspections.

2.39. During evidence, the Committee pointed out that they had come across many irregularities in regard to the maintenance of rosters which were very important basic documents so far as recruitment and promotions were concerned. As such, immense care ought to be taken that the Rosters are maintained properly without any lacunae whatsoever. Thereupon, the representative of the Railway Board stated :

"They are kept regularly. The Rosters are well kept and checks are taking place both by Inspectors and the SPOs Headquarters and the Chief Personnel Officers. Some of the Members of this Committee also had an opportunity to go through them during the visit."

2.40. Looking to the nature of mistakes being committed in the maintenance of rosters in the South Central Railway as mentioned in the Inspection Reports of Joint Director, Railway Board, the Committee are constrained to observe that the work of maintenance of rosters is not receiving the attention which it deserves. The Committee need hardly stress that rosters are the only mechanism to watch the proper placement of Scheduled Castes and Scheduled Tribes in Services against the reserved points and that the Rosters would cease to have any significance if they are not maintained properly. The Committee therefore, emphasise that the rosters should be maintained by the authorities of

South Central Railway in accordance with the extant orders on the subject and those should be checked regularly by the competent authorities. The work regarding maintenance of Rosters should be entrusted to capable and experienced staff and discrepancies noticed during inspections should be rectified without any loss of time so that further entries in the Rosters are made correctly and the interests of Scheduled Castes and Scheduled Tribes are not jeopardised.

E. Promotion

2.41 Regarding reservations in favour of Scheduled Castes and Scheduled Tribes in respect of vacancies to be filled by promotion, Brochure on reservation for Scheduled Castes and Scheduled Tribes in Railway Services (1976—2nd Ed.) provides as under:—

	Scheduled Caste	Scheduled Tribe
(i) Through limited departmental competitive examination in or to Class II, III & IV in grades or posts in which the element of direct recruitment, if any, does not exceed 66½ %	15	7½
(ii) By Selection to and within Class III, from class III to II and from II to the lowest rung of Class I provided the element of direct recruitment, if any, does not exceed 66½ %	15	7½
(iii) Made on the basis of seniority-cum-suitability in Class I, II, III and IV provided the element of direct recruitment does not exceed 66-2/3 per cent.	15	7½

2.42 A statement showing the *ad hoc* promotions made in the South Central Railway during the years 1977-78, 1978-79 and 1979-80 as furnished by the Ministry of Railways (Railway Board) is at Appendix I.

2.43 Asked to state the category of posts in various Services for which Scheduled Caste and Scheduled Tribe candidates are not available, the Committee have been informed that especially in technical categories stenographers, Bridge inspectors, PWIS, IOWs etc. sufficient number of Scheduled Caste and particularly Scheduled Tribe candidates are not forthcoming insufficient numbers to fill the reserved vacancies and concerted efforts are being made to wipe out the shortfalls.

2.44 Following relaxations are granted to Scheduled Caste/Scheduled Tribe candidates in the matter of posts filled by promotions:—

- (i) In promotion to Selection posts in class III where safety aspect is involved, the reserved community candidates are required to obtain 60% of marks both in 'Professional ability' and the 'aggregate excluding seniority' as against 60% for others in both 'Professional ability' and the Aggregate including seniority.
- (ii) In promotion to Selection and Non-Selection posts in Class III and Class IV where safety aspect is not involved, a relaxation of 10% in minimum qualifying marks has been granted to the reserved community candidates.

2.45 The Committee enquired whether South Central Railway were following the instructions from the Railway Board that if Scheduled Caste and Scheduled Tribe candidates were not available upto the prescribed reservation quota, the best among the failures should be promoted and

their performance watched for six months and if their performance is found satisfactory, they should be empanelled. The Ministry of Railway (Railway Board) in a written note furnished to the Committee have stated as under:—

There are instructions from the Railway Board that if in a selection, required number of Scheduled Caste/Scheduled Tribes candidates do not qualify for being placed on panel inspite of various relaxations, already granted, the best among them *i.e.*, who secure the highest marks, should be earmarked for being placed on the panel to the extent vacancies are reserved for them. The panel excluding the names of such persons may also be declared provisionally. Thereafter, the Scheduled Caste and Scheduled Tribe candidates who have been so earmarked may be promoted on *ad-hoc* basis for a period of six months. If their performance during six months is found satisfactory, they should be empanelled. These instructions are also applicable to the vacancies filled by seniority-cum-suitability. The above instructions are being followed on this railway except in respect of Safety categories."

2.46 Asked to state the procedure for filling of vacancies by promotion and the zone of consideration for holding tests and interviews, Ministry of Railways (Railway Board) have stated that for promotion, posts have been categorised into selection and non-selection. For selection posts, three times the number of candidates is considered and the candidates are selected after a positive act of selection. Non-selection posts are filled by promotion of the senior-most suitable railway servants, suitability whether of an individual or a group of railway servants being determined by the authority competent to fill the posts on the basis of the record of service and/or departmental tests, if necessary. In case of selection posts, as mentioned above, three times the number of candidates to be empanelled are called for written test/interview. Number of the vacancies are the existing and anticipated ones. In case of non-selection posts, the number of candidates whose suitability is to be judged is equal to the existing vacancies plus those anticipated to occur during the next 3 months due to retirements or creation of new posts plus 20% thereof.

2.47 In reply to a question whether it was feasible to increase the zone of consideration to five times the actual vacancies, the Committee have been informed in a note that it is not feasible to increase the zone of consideration to 5 times the actual vacancies as the earlier practice of calling 4 times the number of actual vacancies for consideration was changed to 3 times the number in 1976. This was done with a view to avoid junior persons in the field of consideration coming up by being categorised outstanding/very good during the selection. Also, the numbers to be considered became very large and selections used to take a great time. The field for consideration was, therefore, reduced from 4 times the number of vacancies to 3 times after the deliberations with the organised labour. The step protects the interest of senior staff as also retains the reasonable element of selection. Regarding Scheduled Castes and Scheduled Tribe candidates, their interest is also safeguarded as it has been provided in the rules that for selection of Scheduled Caste and Scheduled Tribe candidates against the reserved vacancies

three times the number of Scheduled Castes & Scheduled Tribe candidates should also be considered.

2.48 During evidence when the Committee raised the same question whether it was feasible for the South Central Railway to increase the zone of consideration for promotion in various categories of posts from three to five times the actual vacancies, the representative of the Ministry of Railways observed :

“We did have this zone of consideration earlier. The zone of consideration was changed to four times the number of vacancies. From the experience gained, it took time to call the candidates to attend the interviews after the process of the written paper was gone through. There were delays. For six vacancies, twenty four candidates had to be considered. They were to report on a certain date. May be, there may be postponement of their interviews for certain reasons due to illhealth or for domestic reasons. As a result, their selection got delayed. And their empanelment also got delayed. So, we decided to call three times the number of vacancies instead of four times the number. After this revision from four times to three times the number vacancies, we are doing well.

2.49 When the Committee pointed out that a larger zone of consideration would be helpful in finding suitable Scheduled Caste/Tribe candidates to fill the reserved posts, the witness during the course of evidence stated that there were separate select lists for general candidates and Scheduled Caste/Scheduled Tribe candidates, but if the Committee desired, the Ministry of Railways could consider raising the zone of consideration five times in respect of Scheduled Caste/Scheduled Tribe candidates. The witness further added:—

“The zone of consideration for them, at any rate for promotion, may be extended to 5 times. We may consider it for their selection.”

2.50 The Committee referred to the instructions issued by the Department of Personnel and Administrative Reforms in 1977 that 25% of the vacancies accruing in the grade of peons will be reserved for being filled by transfer of sweepers, farashes and chokidars etc. and wanted to know how many sweepers in the South Central Railway had been promoted to other Class IV posts. The representative of South Central Railway informed the Committee during the course of evidence as under:—

“I have got the figures for Vijayawada Division. 39 Safaiwalas of the Medical Department have been transferred to Carriage & Wagon Wing as Khalasis. There is a proposal to transfer 19 more Safaiwalas from Medical Department to Carriage and Wagon Wing. In the Traffic Branch 28 Safaiwalas have been re-designated as porters and, subsequently some of them have been promoted to the next higher grade. In the Safaiwala category, 10 per cent has been agreed to for promotion and upgradation to the next higher grade and that has been implemented.”

2.51 Asked whether the Ministry of Railways were aware that the prescribed percentage as per directive of the Department of Personnel was

25 and not 10, the representative of South/Central Railway explained the position as under:—

“That is the Home Ministry’s circular and that pertains only to the vacancies of peons. The Vijayawada Division has got about a thousand Safaiwala and there are only 200 peons. This 10% in the category of Safaiwala gives a much wider benefit.”

Explaining the position to the Committee further, the Member Staff Railway Board stated as follows:—

“This is the circular of the Home Ministry. It makes a mention of peons. The Circular is really meant for the Ministries and for the absorption of 25% of sweepers in the category of peons”.

2.52 Asked to explain the promotional avenues for Sweepers, the representative of the South Central Railway informed the Committee during the course of evidence as follows:—

“We must see the context in which 25 per cent has been laid down by the Home Ministry for the Ministries. We have also to see the total number of peons and the total number of Safaiwalas. Suppose the number of Safaiwalas is 10 and the number of peons is 100. Then 25 per cent in the context of peons is a big thing. On the Railways, if the number of Safaiwalas is very much larger, then giving them 25 per cent in the peons category will not mean much benefit. But giving 10 per cent to the Safaiwalas in the category of, say, khalasis, will mean a lot. That is the position obtaining in the Railways.”

2.53 The Committee note that the South Central Railway is following the instructions issued by the Ministry of Railways (Railway Board) that if the requisite number of candidates belonging to Scheduled Castes and Scheduled Tribes are not found suitable for promotion inspite of various relaxations granted to them, the best among them *i.e.* who secure the highest marks are promoted against the quotas reserved for them for a period of six months on *ad-hoc* basis and if during this period their performance is found to be satisfactory, their names are included in the panel. The Committee hope that all the appointing authorities in the various Divisions and Workshops of South Central Railway will follow these instructions meticulously so as to fill the reserved posts forthwith without resorting to the carry forward procedure. This, obviously will help to wipe out the backlog in the shortest possible time.

2.54 The Committee note that presently the zone of consideration for promotion in various categories of posts is three times the actual number of vacancies. The Committee are of the view that a large zone of consideration would be more beneficial to Scheduled Caste/Scheduled Tribe candidates as it would increase their chances of selection in promotion against the reserved posts. As such, the Committee recommend that as far as selection of Scheduled Caste/Scheduled Tribe candidates is concerned the zone of consideration should be five times the number of reserved vacancies.

F. De-reservations

2.55 In a note submitted to the Committee, the Committee have been informed that de-reservation is done with the approval of the competent authority after it is satisfied that the requisite number of suitable candidates

from the reserve communities are not available. The following procedure is followed before de-reservation is considered:—

- (i) Wide publicity is given in regard to recruitment categories and all efforts are made for special recruitment.
- (ii) It is ensured that all concessions/relaxations admissible in favour of Scheduled Castes/Scheduled Tribes have been applied and still adequate number is not forthcoming;
- (iii) De-reservation in categories other than technical and operating is done with the prior approval of the Railway Board;
- (iv) De-reservation in technical and operational categories is done with the approval of General Manager;
- (v) Even when vacancies are de-reserved, they are treated as shortfall and carried forward for 3 subsequent effective years in regard to class III and class IV categories.

2.56 Asked to state the actual procedure being followed by the South Central Railway for de-reservation of vacancies, the Committee have been informed that the question of de-reservation arises when a suitable person from the community in whose favour a vacancy has been reserved is not available to fill up the same. No reserved vacancy can be filled by the person other than from reserved community before it is de-reserved.

A proposal for de-reservation of reserved vacancy filled by recruitment/promotion is processed by the recruiting authority. The de-reservation is done with the approval of competent authority and the vacancy reserved is carried forward. If the candidates from reserved communities are available, the vacancies which were carried forward will be filled up by them. If they are not available, the vacancies will be carried over for three recruitment years at the end of which exchange between Scheduled Caste/Schedule Tribe candidates will be made and shortfall will be wiped out.

2.57 The main reason for de-reservation of a large number of posts is stated to be that candidates belonging to reserved communities particularly Scheduled Tribes even with relaxed standards are not available.

2.58 Ministry of Railways (Railway Board) have stated that the procedure in regard to de-reservation as laid down by the Department of Personnel and Administrative Reforms is generally followed. However, with the concurrence of that Department the General Managers have been empowered to de-reserve vacancies in non-gazetted technical and operating categories.

2.59 The de-reservations of posts in different categories of posts made during 1977-78, 1978-79 and 1979-80 in the South Central Railway are stated to be as under:—

Year	SC	ST
1977-78	5	24
1978-79	5	43
1979-80	9	63

2.60 In regard to excessive de-reservation of posts in respect of Scheduled Tribes, the Committee pointed out that the South Central Railway should strengthen their publicity drive and find out ways and means to establish contact with as many Scheduled Tribes as possible with a view to increase their intake in services. The representative of the Railway Board during the course of evidence stated as under :—

“That point certainly has emerged in every zone. Even to make an assessment is a major problem, a major difficulty. We have yet to find a solution. We shall do that.”

2.61 During evidence, the Committee enquired why was it necessary for the Railway Administration to resort to temporary de-reservation as this procedure was not followed by other Departments. In a written note furnished to the Committee it has been stated that the procedure followed on the Railways with regard to de-reservation of reserved vacancies is the same as prescribed by the Ministry of Home Affairs (Department of Personnel & Administrative Reforms). However, to give more emphasis on the aspect that by de-reserving a reserved vacancy, it is not lost permanently but only for that particular year and is carried forward to be filled up in the subsequent recruitment/promotion year, the word “temporary” is used though this term is not used by the Ministry of Home Affairs (Department of Personnel & Administrative Reforms). A reserved vacancy is lost to Scheduled Caste and Scheduled Tribe candidate permanently only when it lapses after being carried forward for three subsequent recruitment/promotion years and when exchange between Scheduled Caste and Scheduled Tribe candidates also does not materialise during the third subsequent recruitment/promotion year.

2.62 Asked to state as to how many posts in Class III and IV were temporarily de-reserved during the last two years in the South Central Railway and which were subsequently de-reserved on a permanent basis, it has been stated in a note furnished to the Committee that the number of posts temporarily de-reserved during the last two years is as under:—

	1978-79		1979-80	
	SC	ST	SC	ST
Class III	5	38	7	53
Class IV	—	5	2	10

During the last two years, there was no permanent de-reservation of vacancies, which in other words means that no vacancies lapsed, after having been carried forward for three subsequent recruitment/promotion years.

2.63 The Committee note that the process of de-reservation of reserved vacancies is constantly on the increase. The total number of posts de-reserved in Class III and IV during the years 1977-78) 1978-79 and 1979-80 were 29, 48 and 72 respectively. Out of these the major share of de-reservation belonged to Scheduled Tribe Community. Even though the Committee are basically opposed to de-reservation of vacancies reserved for Scheduled Castes and Scheduled Tribes the Committee expect the Ministry of Railways (Railway Board) and the General Manager, South Central Railway to ensure that in case resorting to de-reservation becomes inevitable, the procedure laid down

by the Department of Personnel for de-reservation of vacancies is strictly followed by the Railways. The Committee would like the Ministry of Railways (Railway Board) to issue fresh instructions to all Zonal Railways in this regard.

2.64 The Committee are also not convinced that there is any justification for "temporary de-reservation" of posts in the Railways as this terminology is totally absent in the Brochure issued by the Department of Personnel. The Committee suggest that the matter may be considered afresh and the provision of "temporary de-reservation" may be deleted from the Railway Manual.

2.65 As regards excessive de-reservation in respect of various categories of posts reserved for Scheduled Tribes, the Committee need hardly stress that South Central Railway should strengthen their publicity drive and find out ways and means to establish close contact with as many Scheduled Tribes as possible and also send special teams to the tribal pockets with a view to increase their intake in services.

2.66 A Study Group of the Committee during its tour to South Central Railway during January, 1981 had noticed that there was lack of coordination between the Railways and the State Tribal Welfare Department who claimed that there was no dearth of Scheduled Tribe candidates even for technical posts. The Committee recommend that both the South Central Railway Administration and Railway Service Commission should devise suitable procedure to achieve proper coordination with the State authorities for the purpose of establishing contact with suitable ST candidates and their selection to class III posts so that there is no necessity to de-reserve any posts.

G. Departmental Recruitment Committees/Selection Boards

2.67 In a note submitted to the Committee, it has been stated that Departmental Promotion Committee, Selection Boards or Recruiting Authorities are generally constituted with departmental officers of appropriate status, keeping in view the nature of post/posts for which recruitment/promotion is to be made. On South Central Railway, to the extent possible an officer belonging to the reserved community is nominated to act as one of the members of Selection Committee/Board in order to safeguard the interests of Scheduled Caste and Scheduled Tribe candidates.

2.68 In this connection, it has been further stated that so far as the selection board for initial recruitment or a screening committee for screening of Casual Labour for regular absorption in Railways is concerned, rules provide to have one of the Member of the Selection Board belonging to the Scheduled Castes/Scheduled Tribes communities. However, so far as the departmental selections for promotion etc. are concerned, every effort is made to co-opt a member belonging to these communities to serve on these selection boards.

2.69 Asked whether it was feasible to nominate an officer from another Railway or State Government in case Scheduled Caste/Scheduled Tribe officer of appropriate status was not available in South Central Railway, the Committee have been informed in a note that normally, an officer from the reserved community is nominated in Selection/Recruitment Board. So far as South Central Railway is concerned, no difficulty to nominate an officer from the reserved community to be one of the members of the Selection Board has been felt.

2.70 Elaborating the point further during the course of evidence the representative of the South Central Railway observed that there were occasions when it was not possible to include a representative of Scheduled Caste/Scheduled Tribes communities in Selection Committees/Boards. Even so there had been no shortfalls in regard to reserved posts on that account.

2.71 The Committee would like to emphasize once again the desirability of including a Scheduled Caste or Scheduled Tribe officer in the Departmental Recruitment Committees/Selection Boards constituted by the South Central Railway so as to instill confidence in the Scheduled Caste/Scheduled Tribe employees. In case a Scheduled Caste/Scheduled Tribe officer of the required status is not available in the South Central Railway, a Scheduled Caste/Scheduled Tribe officer from another Railway or from another Department of the Central/State Government should invariably be associated with such Departmental Recruitment Committees/Selection Boards so that the service interests of the employees of these communities are adequately safeguarded.

H. Recruitment of Casual Labour

2.72 The Brochure on Reservation for Scheduled Castes and Scheduled Tribes in Railway Services (1976, 2nd Edition) lays down that "in the matter of engagement of casual labour and substitutes though no roster is to be maintained, the recruiting authorities would ensure intake of Scheduled Castes and Scheduled Tribes to be as far as possible according to the percentage of reservation in favour of Scheduled Castes and Scheduled Tribes communities."

2.73 Asked to explain in detail the procedure adopted for recruitment of Casual Labour in South Central Railway the Committee have been informed that Casual Labourers are engaged in connection with works which are seasonal intermittent or sporadic or extend over short period. They are also employed in a large number of projects. The employment of casual labourers is mostly in unskilled jobs such as giving water to passengers in trains during summer, patrolling track during monsoon, examining wagons for water tight repairs during monsoon, repairs to flood damages and construction jobs, such as ballasting, re-sleeping, relaying, work on bridges, buildings and earth work etc. Casual Labour is recruited locally in the area where the work has to be undertaken.

2.74 Asked to state the prescribed period after which a casual labourer was made a regular employee, the Committee have been informed that Casual Labour engaged on open line are granted temporary status on completion of 120 days service. The Project Casual Labour are granted 1/30th of scale rate of pay plus DA on completion of 180 days service. All the casual labour are however, screened and empanelled for absorption on completion of 120 days service including broken period on account of non-availability of job. They are absorbed against regular class IV posts subject to availability of vacancy and no time-limit has been prescribed for this.

2.75 Asked whether South Central Railway kept the interests of Scheduled Castes and Scheduled Tribes in view at the time of recruitment of Casual Labour, the Committee have been informed that instructions have been issued that the percentage laid down for class IV categories should be followed for engagement of Scheduled Caste/Scheduled Tribe Casual Labour/substitutes.

2.76 During evidence, the Committee enquired how many casual labourers after giving them the temporary status had been absorbed by South Central Railway and given permanent posts during the last five years. The representative of the South Central Railway stated as under:—

“As on 21-12-1980, we had a total number of 11893 Casual Labourers who had acquired temporary status, after completing the stipulated 120 days of service. Of these, 1190 and 361 belonged to Scheduled Castes and Scheduled Tribes respectively.”

2.77 The Committee were informed during evidence that casual Labour who has acquired permanent status is designated as “Gangman” and where there is shortage of men in certain gangs, the casual labour is employed to supplement the gangs for the day or week etc.

2.78 Asked whether there was any proposal to give any extra remuneration to the Scheduled Caste/Scheduled Tribe casual labour who worked as gangmen to repair bridges etc. during monsoon, the representative of the Ministry of Railways (Railway Board) explained the position during the course of evidence as under:—

“This is an issue not limited to Scheduled Caste/Scheduled Tribe, but to all the casual labour working on the gang strength.

The scale of pay of Gangmen is a little higher than that of normal Class IV. This compensates them to some extent for the particular type of work they are doing i.e. maintenance of Railway tracks etc. with regard to hard duty allowance, it is being examined. There are regular committees to examine such things. Till now, we have given them only a revised grade, which is a little higher in the Class IV category. One-thirtieth of the pay scale is applicable to project work. When we have staff employed on normal open-line work, we give them a scale of pay after 120 days of work.”

2.79 In reply to a question, the witness explained during the course of evidence that on acquiring temporary status after 120 days of casual work, casual labourer are entitled to get medical facilities, regular pay scale and casual leave etc. Under the latest directive, in computing the period of 120 days, any break in between does not make any difference.

2.80 The total number of casual labourers in South Central Railway as on 31-12-1980 and the number of Scheduled Castes and Scheduled Tribes amongst them has been stated to be as under:—

Total No. of Casual Labourers	No. of SC/ST casual labourers	
	SC	ST
31684	3460	1089

2.81 The number of casual labourers who have been absorbed in Class IV categories has been stated to be as follows:—

Other Community	SC	ST	Total
1046	280	25	1351

2.82 The Committee note that in the matter of engagement of casual labour no roster is required to be maintained but at the time of making recruitment, the concerned authorities are required to keep in view the percentages of reservation in favour of Scheduled Castes and Scheduled Tribes. The Committee trust that at the time of engaging casual labour sufficient number of SCs and STs would be recruited so that in due course of time they will acquire temporary status and will become eligible for absorption against regular Class IV posts in the Railways.

2.83 The Committee also note that Casual Labour engaged for various jobs in South Central Railway are screened and empanelled after 120 days of service for absorption against regular Class IV posts subject to availability of vacancies and no time-limit has been prescribed for their absorption. In computing the period of 120 days, the latest directive is that it is not necessary that the period should be an unbroken period. In order that there are no complaints that Scheduled Caste and Scheduled Tribe Casual Labourers are left out during screening at the time of their absorption in the regular establishment, the Committee recommend that there should always be at least one member from amongst the Scheduled Castes and Scheduled Tribes on the screening Committee to safeguard the interests of the employees belonging to these communities.

2.84 According to the data furnished by the South Central Railway out of 1046 casual labourers who have been absorbed in Class IV posts, 280 belong to SCs and 25 belong to STs. Although the percentage of SC casual labourers who have been absorbed is more than 15 yet in the case of STs the percentage is as low as 2.5. The Committee hope that South Central Railway will make concerted efforts to absorb more ST casual labourers against regular Class IV posts so that the percentage of 7.5 can be reached.

2.85 The Committee feel that the casual labour which is engaged by Railways to work on the railway tracks particularly during the rainy season have to put in more work in comparison to other casual labour engaged for specific jobs in the Carriage Workshop or Engineering Workshop etc. As such, the Committee recommend that the casual labour who are engaged as gangmen on railway track should be given better remuneration and the Ministry of Railways may examine whether it is feasible to do so.

1. Exchange of vacancies reserved for Scheduled Castes and Scheduled Tribes.

2.86 Ministry of Railways (Railway Board) have stated that the unfilled reserved quota is carried forward to three subsequent recruitment years which is determined after ignoring the years in which either no recruitment takes place or no reservation can be made for Scheduled Castes and Scheduled Tribes because of occurrence of a single vacancy in those years. The carried forward posts can be exchanged between Scheduled Castes and Scheduled Tribes after a period of three recruitment years if candidates belonging to the respective castes are not available.

2.87 In a note furnished to the Committee, it has been stated that there are 19 cases during the period 1977-78 to 1979-80 wherein the posts were filled on an exchange basis between Scheduled Castes and Scheduled Tribes in the Third recruitment year. All these posts reserved for Scheduled Tribes have been filled by Scheduled Castes on account of non-availability of Sche-

duled Tribes candidates. The year-wise particulars of exchange of vacancies are stated to be as under :

Category	Grade	Recruitment year		
		1977-78	1978-79	1979-80
H/Skilled	Gr. II 330-480	—	—	1
Skilled	Gr. II 260-400	5	—	3
Semi-skilled	210-290	2	2	6

2.88 The Committee feel that ordinarily vacancies reserved for Scheduled Castes and Scheduled Tribes should be filled in by the candidates belonging to the respective communities only so that the need to fill in the vacancies reserved for either community by candidates belonging to the other community at the end of the third year of the carry forward does not arise. The Committee are Constrained to note that all the 19 vacancies filled up on exchange basis during thr period 1977-78 to 1978-80 were reserved for one community only namely the Scheduled Tribes. The Committee trust that all possible efforts will be made by the South Central Railway to recruit Scheduled Tribe candidates in various categories of posts in accordance with their reserved quota in order to avoid the exchange of vacancies.

CHAPTER III

A. Staff Strength and Shortfall

3.1 It has been stated that the total number of employees on the South Central Railway on the date when reservation orders in favour of Scheduled Castes and Scheduled Tribes came into force and the number of Scheduled Castes/Scheduled Tribes among them is an under:—

Class	Total No. of employees in position	No. of employees		Percentage.	
		SC	ST	SC	ST
Class I	342	8	2	2.3%	.6%
Class II	288	19	4	6.5%	1.3%
Class III	47803	5725	749	12%	1.7%
Class IV	54814	8680	1240	16%	2.3%
Do. (Sweepers)	2903	1422	61	49%	2%

Note : Sweepers are shown separately.

3.2 The total staff strength of employees on the South Central Railway and the number of Scheduled Castes and Scheduled Tribes among them as on 31-3-1980 is stated to be as under:—

Class	Total No. of employees in position	No. of employees		Percentage	
		SC	ST	SC	ST
Class I	502	57	8	11.4%	1.6%
Class II	298	36	11	12.1%	3.7%
Class III	49800	6423	845	12.9%	1.7%
Class IV	59033	11243	2134	19.0%	3.7%
Do. (Sweepers)	3509	1903	81	54.2%	2.3%

Note : Sweepers are shown separately.

3.3 Asked whether any special recruitment was resorted to for filling up vacancies reserved for Scheduled Castes and Scheduled Tribes by the South Central Railway and the number of Scheduled Castes and Scheduled Tribes appointed, the Committee have been informed that special efforts have been made continuously from 1974-75 for making up the deficiencies of Scheduled Castes/Scheduled Tribes by conducting special local recruitments in South Central Railway. In order to wipe out shortfall in its entirety, the Railway Board have issued orders on three occasions to conduct special recruitments in categories for which the Railway Service Commission could not make available sufficient number of Scheduled Caste/Scheduled Tribe candidates.

3.4 The last Crash Programme was conducted by the South Central Railway during October 1977 to March 1978. The shortfall in the quota existing at that time was :

	SC	ST
(i) Class III recruitment	50	50
(ii) Class IV recruitment	112	73
(iii) Class III promotional category	321	581
(iv) Class IV Do. Do.	127	130

3.5 Under the powers vested with the General Manager, a Special recruitment was conducted in respect of the categories for which Railway Service Commission expressed its inability to recruit candidates within the Crash Programme period. As a result of this, South Central Railway was able to recruit/promote the following number of Scheduled Caste/Scheduled Tribe candidates:—

	SC	ST
(i) Class III recruitment	39	45
(ii) Class IV recruitment	108	246
(iii) Class III promotional category	231	304
(iv) Class IV Do. Do.	103	97

3.6 For filling up the shortfall in class IV categories the Divisions/Workshops have formed panels of candidates any they are utilising this panel as and when vacancies arise.

3.7 The following statement indicates the number of Scheduled Caste/Scheduled Tribe candidates who were appointed under the Crash Programme during the last three years in the South Central Railway :—

Year of recruitment	No. of candidates appointed			
	Scheduled Caste		Scheduled Tribes	
	Class III	Class IV	Class III	Class IV
1977-78	39	108	45	246
1978-79	—	56	—	120
1979-80	Crash programme kept in abeyance vide Board's letter No. 79E (SCT)15/30 dt. 25-3-1980.			

3.8 Asked to state the shortfalls of Scheduled Caste and Scheduled Tribe employees in South Central Railway as on 1-4-1980 separately for recruit-

ment and promotional categories, the following data has been furnished by the Ministry of Railways (Railway Board):—

	Shortfall	
	SC	ST
I. Recruitment categories		
Class I	—	—
Class II	—	—
Class III	99	72
Class IV	111	130
II. Promotional categories		
(i) Selection posts		
Class I	—	—
Class II	—	—
Class III	34	35
III. Non-Selection posts		
Class I	—	—
Class II	—	—
Class III	456	1338
Class IV	197	405

3.9 Asked to state the reasons for shortfalls in the representation of Scheduled Castes and Scheduled Tribes in various categories of posts in South Central Railway and the action taken to wipe-out of shortfalls, the Committee have been informed in a note that the reasons for inadequate representation of Scheduled Castes/Scheduled Tribes in the working strength of the various cadres is as under:—

- (i) Reservation is provided on the basis of vacancies available at a particular point of time and not on the basis of the number of posts in the cadre. Under this system, although the entire reserved quota may be filled up at a particular time, but it may not exhibit appropriate representation of the Scheduled Castes/Scheduled Tribes in the cadre strength;
- (ii) Normally not more than 50% of the available vacancies could be filled up by the Scheduled Castes/Scheduled Tribes under the orders of the Supreme Court even if the current quota plus the carried forward quota is more than 50% of the available vacancies ;
- (iii) Non-availability of eligible and suitable candidates for appointment, particularly against technical categories of posts.

The note further points out that the categories of posts in which there is shortage of Scheduled Caste and Scheduled Tribe, action has been taken to wipe out the shortfall by placing indents on the Railway Service Commission for recruitment categories. Efforts could not be intensified because of suspension of Crash Programme in 1979-80 pending disposal of Writ Petition by the Supreme Court. The areas where the tries are concentrated were contacted but the response has not been encouraging. However, efforts in this direction will continue.

Shortages of Scheduled Castes/Scheduled Tribes are noticed in technical categories like Stenographers, Bridge Inspectors, Permanent Way Inspectors, Inspectors of Works etc.

3.10 Asked to explain the reasons for the shortfall of Scheduled Tribes in Class IV category and what steps had been taken or proposed to be taken to increase the intake of Scheduled Tribes in Class IV posts (other than sweepers), the Committee have been informed that the reasons for shortfall in respect of Scheduled Tribe community is mainly due to dearth of candidates. There is an increase in the representation of Scheduled Tribes as on 1-10-80 compared to the position as on 31-3-80 raising the percentage from 3.7 to 4.1. This could be accomplished as a result of fall-out efforts and the constant watch kept in inducting the candidates belonging to Scheduled Caste/Scheduled Tribe communities with a view to wipe out the deficiency to the maximum possible extent. The question of wiping out the shortfall through a Crash Programme is under consideration.

3.11 Regarding the shortfall of Scheduled Castes and Scheduled Tribes in the Personnel Branch of South Central Railway as pointed out by the Joint Director (Estt.) II in his Inspection Report from 27th to 29th June, 1979, the representatives of South Central Railway had stated during the course of evidence that with regard to the shortfall in the category of Welfare Personnel Inspectors, in the selections which were held in 1980, the South Central Railway had been able to get the candidates to wipe out the shortfalls. But in regard to office clerks, all the shortage had not been wiped out, but the position had, however, improved.

3.12 During evidence when the Committee enquired about the percentage of Scheduled Castes/Scheduled Tribes in various services in the South Central Railway, the representatives of the Railway Board stated as under:

Category	SC	ST
Class I	11.4%	1.6%
Class II	12.1%	3.7%
Class III	12.9%	1.7%
Class IV	19%	3.7%

The Witness added that the overall position was near about the levels stipulated for Scheduled Castes for the South Central Railway and for Scheduled Tribes it was below the stipulated percentage. The non-availability of candidates in the case of Scheduled Tribes was the main reason for the shortfall in that category.

3.13 When the Committee enquired during the course of evidence as to how the backlog would be cleared, the representatives of the Ministry of Railways stated as under:—

“The suggestions made by the Committee last time were that the Railways Service Commission might get in touch with the Director of Tribal Welfare in the respective areas. Notifications might also be issued in the tribal areas with a little greater publicity. Local MPs and MLAs might also be contacted. We have already conveyed this to the Railway Service Commission.”

3.14 In reply to a question, the representative of South Central Railway informed the Committee during the course of evidence, that as a result of the implementation of the various suggestions made by the Committee the percentage of employment of Scheduled Castes/Scheduled Tribes had gone up. He further stated that the South Central Railway were making conscious efforts to clear the backlog.

3.15 When the Committee enquired during the course of evidence as to how the South Central Railway proposed to clear the backlog in respect of technical categories of posts, the witness stated :

“In the previous Railway Service Commission selections, we were having some difficulty. Lately, the position improved and indents have been placed for these technical categories on the Railway Service Commission during December last year. We will start getting the candidates from June—July this year. I hope the position will improve. The Director of Tribal Welfare, Andhra Pradesh, who was accompanying the Committee, also assured us that Andhra Pradesh Government had started special courses for Scheduled Tribes and he said that even though there were short-falls in the past, there would be enough response in future to Railway Service Commission applications.”

3.16 The representative of the Ministry of Railways (Railway Board) has assured the Committee during the course of evidence that the Ministry of Railways are as eager as the Committee, to improve the representation of the Scheduled Castes and Scheduled Tribes. He has further assured the Committee that the Chief Personnel Officer, South Central Railway and the Chairman, Railway Service Commission, Secunderabad, will get in touch with the Members of Parliament in their area and discuss with them the recruitment problems of Scheduled Castes/Scheduled Tribes and benefit by the line of action that will be suggested by them. He will also have a discussion with the General Managers, Chief Personnel Officers and the Chairman, Railway Service Commissions for improving the recruitment procedure so as to improve the representation of Scheduled Castes and Scheduled Tribes in the Railways.

3.17 A statement showing the trend of improvement in the representation of Scheduled Castes and Scheduled Tribes in the various services in South Central Railway during each of the last five years as furnished to the Committee by the Ministry of Railways (Railway Board) is at Appendix-II. According to the Ministry of Railways the data indicates that there is a steady increase in the representation of Scheduled Castes and Scheduled Tribes on South Central Railway and that the representation of the Scheduled Castes in different services is almost to the required percentage. In regard to the representation of Scheduled Tribes, it has been stated that the increase is not very much and still the prescribed percentage has to be reached.

3.18 Regarding the strategy to be followed for wiping out the short-falls both in recruitment and promotional categories, the Committee have been informed in a note that the orders to conduct Crash Programme have since been issued. Action has been initiated by South Central Railway to launch Crash Programme in order to wipe out the shortfalls. For this purpose, the details of shortfalls in various categories and vacancy position have been called for by them from the Divisions/Units, on receipt of which, a

notification calling for applications will be issued duly sending copies thereof to all concerned including the Scheduled Caste/Scheduled Tribe Associations, regional MPs/MLAs etc.

3-19 The Committee note the measures taken by the South Central Railway to wipe out the shortfalls in various categories of posts in the said Railway. The Committee also note that there has been steady increase in the intake of Scheduled Castes and their representation in different services is not far below the prescribed percentage but in regard to Scheduled Tribes, the increase in their representation is nominal and it has not reached the prescribed percentage. The Committee feel that concerted efforts will have to be made to improve the representation of Scheduled Tribes in all categories of posts in South Central Railway and both the Railway Service Commission and the Zonal Railway should follow a time bound programme to achieve this objective.

3-20 The Committee feel happy that action has been initiated by South Central Railway to launch a Crash Programme for wiping out the shortfalls and the ban imposed earlier in 1979-80 on the crash programme has been lifted by the Ministry of Railways. The Committee would like to be apprised of the results achieved as a result of the Crash Programme undertaken by the South Central Railway.

3-21 The Committee need hardly stress that in order to improve the intake of Scheduled Tribe candidates in different categories of posts in South Central Railways special recruitment teams will have to be sent to areas of tribal concentration so as to pick up suitable Scheduled Tribe candidates on the spot. The Committee also feel that the publicity for recruitment to various categories of posts reserved for Scheduled Tribes will have to be made through all possible media and in a more vigorous manner. Recruitment notices should be issued not only in the leading English/Hindi Newspapers but also in regional language Newspapers of the Tribal areas. The Committee have no doubt that unless the tribal people come to know about the vacancies reserved for them, they will not be able to submit their applications to avail of the benefits intended for them.

3-22 The Committee also recommend that the Railway Service Commission and South Central Railway Administration should have close liaison with the Tribal and Social Welfare Department of the concerned States for getting their assistance in locating suitable Scheduled Tribe candidates particularly for the technical posts.

B. Institutional and In-Service Training

3-23 It has been stated in a note submitted to the Committee that Training Institutions run by Railways have been advised to pay close and particular attention to Scheduled Caste/Scheduled Tribe candidates and help them in picking up deficiencies so that they may be suitable for passing promotional tests etc. The training Institutions on this railway are: Zonal Training School, Moula Ali; System Technical School, Lallaguda; Basic Training Centres attached to the Workshops at Lallaguda, Hubli and Mettuguda. Training Centres are also provided in Diesel Loco Sheds, Kazipet, Guntakal and Gooty as well as in divisions to impart training to the employees for improving their standards. Whenever Scheduled Caste/Tribe candidates fail in their tests, leading to shortfall in their representation in promotional categories, they are given intensive training in the Basic Training Centres attached to the Workshops before their re-test.

3.24 The Committee have been informed that where requisite number of Scheduled Caste/Scheduled Tribe candidates fulfilling even the lower standard are not available to fill up the vacancies reserved for them, the best amongst Scheduled Caste/Scheduled Tribes, who fulfil the minimum qualifications laid down in the notice of recruitment/advertisement, are appointed in the case of non-technical and quasi-technical categories in Class III and IV to be filled by direct recruitment, otherwise than by written examination and in order to bring candidates so appointed upto the minimum standard necessary for the post and for the maintenance of efficiency of Administration, they are given 'In-service training'.

3.25 In reply to a question how training is imparted to Railway employees at various training institutions, Ministry of Railways (Railway Board) have stated that there is provision of training in some categories in non-gazetted service. Training is of three kinds:

- (a) Initial training course to be undergone immediately after recruitment either as Apprentice or as a trainee staff;
- (b) Refresher course; and
- (c) Promotion course.

Training courses have been introduced in Technical categories/Transportation/Commercial categories and in few cases of others where some preliminary knowledge is necessary for performance of their jobs. The period of training is different for different categories. Passing in initial course is obligatory in all the categories where these are prescribed. Similarly, in cases of posts for which promotion courses are prescribed, passing of examination at the end of the course is a pre-requisite condition for promotion. Train Passing/Train operation staff, who are directly concerned with safe working of trains should also qualify in the refresher courses.

3.26 It has been further stated that the training is a regular feature for all the railway employees including Scheduled Castes/Scheduled Tribes wherever it is prescribed. Instructions have been issued to authorities concerned to pay special attention towards Scheduled Caste/Scheduled Tribe employees. The Scheduled Caste/Scheduled Tribe candidates who are selected with relaxed standards are given special attention during training period so that they are able to come up to the level of general candidates.

3.27 When the Committee enquired during evidence whether any extra coaching or training was given to the Scheduled Tribe railway employees, the Chief Personnel Officer, South Central Railway stated as under :—

"In our Zonal School, we do not have any extra courses for the Scheduled Tribe employees, but the Instructors have general instructions that special attention should be paid to Scheduled Caste and Scheduled Tribe trainees in the class and, in case they have any problems, to help them in coming up. We have so far not been able to organise any special classes exclusively for Scheduled Caste and Scheduled Tribe candidates."

3.28 The Committee are happy to note that in-service training is a regular feature in South Central Railway and all the employees including Scheduled Caste and Scheduled Tribe employees are given initial training immediately

after recruitment and subsequently through refresher courses or promotional courses as the case may be and such training is imparted in various Training Institutions operating under the Zonal Railway. The Committee also note that where requisite number of Scheduled Caste and Scheduled Tribe candidates fulfilling even the relaxed standards are not available, the best amongst the Scheduled Caste and Scheduled Tribe, who fulfil the minimum qualifications laid down, are appointed to non-technical and quasi-technical categories in Class III and IV to be filled by direct recruitment and in order to bring them up to the required level, they are imparted 'In-service training'.

3.29 It is quite obvious that the reserved technical posts in class III cannot be filled up easily unless the Scheduled Caste and Scheduled Tribe candidates are quite upto the mark and of the required standard. In that context, the Committee would like the Ministry of Railways (Railway Board) to consider making separate arrangements for imparting in-service training exclusively to the Scheduled Caste and Scheduled Tribe candidates in the South Central Railways so that they are given intensive training and they can come up to the requisite standard quickly and can be appointed against technical posts.

C. Periodical Returns

3.30 The Committee have been informed that in order to keep the Railway Board informed with upto date position in regard to implementation of various orders received from them from time to time for the betterment of Scheduled Castes and Scheduled Tribes in respect of recruitment and promotions, the following nine periodical returns are required to be sent by the South Central Railway to the Railway Board:—

S. No.	Subject	Frequency of returns	Date of submission
1.	Special return showing recruitment of Scheduled Castes/Scheduled Tribes in a Calendar year.	Annual	15th February
2.	Inspection Report by Liaison Officer .	Do.	31st March
3.	Statement of total strength as on 1st April and 1st October.	Half-yearly	7th May 7th November
4.	Total No. of posts filled by recruitment during the half-year in class III & IV (other than Safaiwalas) and class IV (Safaiwalas)	Do.	Do.
5.	No. of promotion posts filled during the first and second half of the year on the basis of seniority-cum-suitability (first half is April to September and second half is October to March every year).	Do.	Do.
6.	No. of selection posts filled during two half years for class III and IV.	Do.	Do.
7.	Recruitment to non-technical and quasi-technical categories in class III and IV where appointment is made otherwise than by written examination during the half year ending.	Do.	Do.

S. No.	Subject	Frequency of returns	Date of submission
8.	Statement showing the supersession of Scheduled Castes/Scheduled Tribes in class III and IV during the quarter ending 31st March, 30th June, 30th September and 31st December.	Quarterly	25th April 25th July 25th Oct. 25th Jan.
9.	Statement showing vacancies temporarily deserved.	Do.	Last date of the months following the quarter.

No specific problem has been experienced by the Railway Board except that sometimes there is some delay in receipt of these returns.

3-31 The Committee have been informed that the last return was sent by the South Central Railway to the Railway Board on the 29th December, 1980.

3-32 In reply to a question, whether the returns were analysed and what was the result of such analysis during the last two years, the Committee have been informed that on the basis of the Half-yearly reports received from the Zonal Railways, a report on the progress made in the intake of Scheduled Castes/Scheduled Tribes is prepared and presented to the Parliament every half-year. In the report, suitable comments are given in regard to the deficiencies noticed in the matter of intake of Scheduled Castes/Scheduled Tribes in Railway Services. Suitable directives are also given to the Zonal Railways wherever necessary.

3-33 The Committee note that on the basis of the Half yearly reports received from the Zonal Railways, the Ministry of Railways (Railway Board) prepare a report on the progress made in the intake of Scheduled Castes and Scheduled Tribes in railway services which is presented to Parliament. In the report, suitable comments are given in regard to the deficiencies noticed in the matter of intake of Scheduled Castes and Scheduled Tribes in Railway Services.

3-34 The Committee consider that proper compilation of data and timely submission of returns to the Ministry of Railways (Railway Board) is very significant as these are the only mechanism by which proper implementation of the Reservation Orders in favour of Scheduled Castes and Scheduled Tribes can be watched. The Committee, therefore, suggest that the returns received from the Zonal railways should not be examined in a routine manner but these should be reviewed critically in the light of the comments of the Ministry of Railways included in their preceding Report to Parliament.

3-35 The Committee trust that the Ministry of Railways (Railway Board) will make a thorough and analytical study of these returns and ensure that their directives to the Zonal railways issued earlier have been followed in letter and spirit. The report presented to Parliament should indicate the improvements effected by the Zonal railway on the basis of Ministry's suggestions made in the previous report to Parliament.

CHAPTER IV

MISCELLANEOUS MATTERS

A. Redressal of complaints of Scheduled Castes and Scheduled Tribes

4.1 It has been stated in a note furnished to the Committee that the Chief Personnel Officer, Assistant/Senior Divisional Personnel Officers are entrusted with the responsibility of examining the complaints/grievances of Scheduled Caste and Scheduled Tribe employees and getting them redressed. In addition, all officers of both the Personnel Departments as well as Non-Personnel Departments have been advised to look into the problems of Scheduled Caste/Scheduled Tribe employees sympathetically.

4.2 The Ministry of Railways (Railway Board) have stated that grievance registers are maintained separately at all stations, offices and staff Assistance Centres so that the nature of grievances of staff belonging to reserved communities can be scrutinised at a glance separately.

4.3 Complaint registers have been maintained in each Cell in the Division/Unit as well as Headquarters office where Scheduled Caste/Scheduled Tribe employees can record complaints relating to their grievances in service matters etc.

4.4 During evidence the Committee referred to the Inspection Report of the Joint Director (Estt.)(R) II on the working of the South Central Railway Headquarters regarding implementation of reservation rules etc. which was made by him from 27-6-1979 to 29-6-1979.

The Committee pointed out that the Senior Personnel Officers (RP) of South Central Railway was not attending to the representations/references sent to the Ministry of Railways (Reservation Cell). The Inspection Report further revealed that grievances of Scheduled Caste and Scheduled Tribe employees referred to by Members of Parliament or Associations or individual Ministers or MLAs were not watched by the reservation Cell at the Zonal level. All the representations were sent to individual cadre dealing Officers with the result that 140 such cases were pending. Asked to explain as to why the delay had occurred, the representatives of the Railway Board stated as follows:—

“It is also mentioned that this aspect was discussed in detail with the Zonal Personnel Officer and he promised that he will redistribute the work and he should be given one more assistant as was done in other Railways. This was a suggestion as a result of the recommendation of one of the officers who went there. So it is a helpful suggestion and the South Central Railway was asked that the officer be detached from other duties.”

4.5 When the Committee further pointed out that instructions regarding giving one more Assistant to Senior Personnel Officer were issued by the Railway Board in the year 1974 and what were the reasons for not rectifying the position in the South Central Railway earlier, the representative of the

South Central Railway explained the position during the course of evidence as under:—

“The 1974 directions envisage that the S.P.O. in charge of the Reservation Cell should not be burdened with work apart from that of the Reservation Cell. The South Central Railway is a new railway formed in 1966. Our headquarters officers’ strength was much less in the South Central Railway when compared to other railways. When the additional post of S.P.O. (Reservations) was sanctioned for South Central Railway, we had given him some charge. The main point made in this note was that he should be relieved of the responsibilities of cadre work of the stores branch and pursuant upon this suggestion the SPO (RP) was relieved of the cadre work of the stores branch. The other point made in this note is that the number of complaints pending is rather large. If I may draw the Committee’s attention to *Annexure VII, page 76, it gives the latest position with regard to pending complaints. The Committee will observe that, as compared to the number of complaints found pending in June, 1979, the position has improved somewhat. As compared to what was observed by the Joint Director of the Board in 1979, the position has improved somewhat. But we have not been able to give assistance to SPO (Reservation) by giving an Assistant Personnel Officer.”

The witness further added:—

“There are three points. One is, the SPO is doing work other than reservations. Rectification of that has been made. The second point is that the number of complaints pending is large. *Annexure VII says, that there has been improvement in that regard although there is scope to make further efforts. As regards the third point, further assistance with the help of Assistant Personnel Officer, because of the limitation of the cadre in the head-office, we have not been able to do so.”

4.6 A statement showing the receipt and disposal of complaints received from Scheduled Caste/Scheduled Tribe employees (including Associations) during 1979-80 in South Central Railway as furnished by the Ministry of Railways (Railway Board) is at Appendix-I. }

4.7 The Committee have been informed that the nature of complaints received from Scheduled Caste and Scheduled Tribe employees working in South Central Railway are in respect of promotions/supersessions, fixation of seniority, against harassment, non-observance of rosters, transfer and non-allotment of staff quarters etc.

4.8 During evidence the Committee referred to the statement showing receipt and disposal of complaints received from Scheduled Caste/Scheduled Tribe employees during the year 1979-80 and enquired whether no complaints had been received from Class I and II officers as the columns had been left blank under Class I and II. The Committee also wanted to know whether there was no grievance or complaint or there were no Scheduled Caste/Scheduled Tribe Officers in Class I and II in the South Central Railway. The representative of the South Central Railway explained the position as under:—

“There are both Class I and Class II officers. It is not that Scheduled Castes/Scheduled Tribes are not represented amongst Class I

*Please see Appendix III in this Report.

and Class II officers on the South Central Railway. But there have been no complaints from them. I would not claim before the Committee that these officers will not be having any complaints. But they have not considered any complaint major enough to be put in writing."

4·9 In reply to a specific question whether these officers were prevented from filing any complaint and there was any intimidation the representative of South Central Railway stated during the course of evidence that there was no intimidation and it was a happy situation that they had not made any complaint during 1979-80.

4·10 In reply to a question, the representative of the South Central Railway informed the Committee during evidence that whenever a complaint was received in writing, it would certainly be processed.

4·11 When the Committee enquired about the number of complaints made by Class I and II officers of the South Central Railway during the last two years, the Ministry of Railways (Railway Board) have stated in a note furnished to the Committee that there have been only 3 complaints from Class I and II officers during the last two years and appropriate action has been taken in each case.

4·12 In reply to a question, the representative of the South Central Railway has stated during the course of evidence that it takes them one month to dispose of a complaint regarding promotions.

4·13 Asked whether any opportunity was denied to a Scheduled Caste/Scheduled Tribe candidate in registering any complaint regarding non-compliance with the rosters in time, the representative of the South Central Railway stated during the course of evidence that no candidate had been denied any such opportunity.

4·14 Asked to furnish a statement showing the break-up of 52 cases of complaints which were pending for less than one year with the South Central Railway as shown in *Annexure VII of the written replies to the list of points, the Committee have been informed as under:—

"The break-up of 52 cases of complaints which were pending for less than one year is as under:—

(i) No. of cases pending over 9 months but less than one year.	2
(ii) No. of cases pending over 6 months but less than 9 months.	5
(iii) No. of cases pending over 3 months but less than 6 months.	13
(iv) No. of cases pending for less than 3 months.	2

Of the 52 cases, 21 pertain to promotions, 7 to transfers, 2 about seniority, 2 about non-observance of roster, one for allotment of quarter and 19 miscellaneous."

4·15 Asked to explain the nature of complaints received from Class III and IV employees which had been clubbed under the category promotion/supersession and their disposal, the Committee have been informed in a

*Please see Appendix III in this Report.

note that there were no complaints regarding supersession during the year 1979-80. As such, all the cases shown under this heading fall under the head "promotion" only and all these cases have been disposed of as on date. Most of these cases were about claims for promotion on exchange basis during the last year of carry-forward, against non-promotion due to spoiling of Confidential Reports at the verge of promotion, non-fitment at the appropriate point of roster on promotion, etc.

4.16 The Committee note that separate registers for registering complaints/representations from Scheduled Caste and Scheduled Tribe employees are being maintained at all stations, offices and Staff Assistance Centres of the South Central Railway and the Chief Personnel Officer, Assistant/Senior Divisional Personnel Officers have been entrusted with the responsibility of examining and redressing the complaints/grievances of Scheduled Caste and Scheduled Tribe employees. The Committee, however, desire that a fool-proof procedure should be laid down to deal with such complaints/representations with the utmost speed and promptness. The Committee further desire that these complaint registers should be checked regularly, atleast quarterly, by the Liaison Officer and also by the Head of the Division Concerned during the course of inspection of the office under his control so as to ensure prompt disposal of complaints/representations received from Scheduled Caste and Scheduled Tribe employees and quarterly reports submitted to the Headquarters of the South Central Railway and also to the Ministry of Railways (Railway Board).

4.17 The Committee are constrained to note that the Joint Director of the Railway Board had pointed out in his inspection report dated 29th June, 1979 that for want of an Assistant Personnel Officer, Senior Personnel Officer (RP) of South Central Railway could not look into the complaints/grievances received from Scheduled Caste and Scheduled Tribe employees directly or through Members of Parliament, M.L.As, Ministers or Associations. He had recommended that Senior Personnel Officer should be given one more Assistant in terms of Railway Board letter dated 24-7-74 as was being done on other Railways in order that Senior Personnel Officer could attend to the work of recruitment and reservation only. In spite of the Railway Board earlier instructions in the matter issued as far back as in 1974 no concrete steps have been taken till date by the South Central Railway to provide an Assistant to Senior Personnel Officer (RP). The Committee are not convinced of the reasons given during evidence by the representative of the South Central Railway that it was not possible to provide an Assistant Personnel Officer "because of the limitation of the cadre in the Head Office".]

4.18 The Committee, therefore, recommend that Ministry of Railways (Railway Board) should look into the matter immediately and arrange to provide assistance to SPEO (RP) of South Central Railway so that all complaints/representations received from Scheduled Castes and Scheduled Tribes get immediate attention. The position on other Zonal Railways in regard to disposal of complaints/representations may also be reviewed.

B. Apprenticeship Training Scheme

4.19 In a note submitted to the Committee, the Ministry of Railways (Railway Board) have stated that the Apprentice Act, 1961, which was intended to ensure an adequate supply of skilled manpower for the industrial

development of the country places a statutory obligation on all industries to engage Apprentices, number of Apprentices being determined as a ratio to the strength of workers in the designated trade. The statutory obligation is only to give training. There is no obligation to provide employment to the apprentices on completion of training.

The Apprentices engaged for training in a designated trade are given training in accordance with the syllabus prescribed by the Directorate General of Employment and Training. The candidate should not be less than 14 years of age for engagement as an apprentice under this Act. The candidate should satisfy the standards of educational and physical fitness as prescribed under the Apprenticeship rules. For skilled trainees, such as Fitter, Turner, Machinists etc., the minimum educational qualification is a pass in the 8th class examination or its equivalent. In the case of trade like Store Keeper, Cashier etc. the minimum qualification is a pass in the Matriculation or its equivalent or 10th class under the 10+2 scheme.

Scheduled Castes and Scheduled Tribes are recruited as apprentices under this Scheme, as per the prescribed ratio stipulated in the Apprenticeship rules. This ratio varies from State to State. The duration of training varies from one to four years for different designated trades.

South Central Railway covers the states of Karnataka, Andhra, Maharashtra and Union Territory of Goa and Scheduled Castes and Scheduled Tribes were taken for training under Apprentice Act, 1961 in the respective ratio as under :--

	SC	ST
Andhra Pradesh	1:8	1:20
Maharashtra	1:17	1:17
Karnataka	1:8	1:20
Goa	1:50	1:20

The apprenticeship scheme was stopped w.e.f. 21st April, 1977.

4.20 The number of apprentices who underwent training during 1977 was stated to be as under :

Total	SC	ST
814	159	14

In respect of Scheduled Castes, South Central Railway have taken more than required quota and in respect of Scheduled Tribes, there is a shortfall.

4.21 Asked to explain briefly the procedure for selection of trainees and how the training was imparted, the Committee have been informed in a note that the engagement of apprentices under the Apprentices Act, 1961 is made on the regional basis. Liability of Railways for training Apprentices under the Apprentices Act is worked out by the Regional Apprenticeship Adviser on the basis of survey conducted by him and advised to the Railways falling in that Region. The Railways concerned notify the number of apprentices in various designated trades they are required to train under the Act in a particular region through Regional Employment Exchanges, Notice Boards at the Railway Stations, Divisions, workshop etc. and leading

local News Papers of the Region. The Notification contains information regarding educational qualifications, period of apprenticeship, stipend to be paid etc. Training places required to be reserved for the Scheduled Castes and Scheduled Tribes in every designated trade are also notified in the notification. When the prescribed number of persons belonging either to the Scheduled Castes or to the Scheduled Tribes are not available, the training places so reserved for them are filled by persons belonging to Scheduled Tribes or, as the case may be, by the Scheduled Castes, and if the prescribed number of training places are not filled even in the above manner, the training places so lying unfilled are filled by persons not belonging to Scheduled Castes or the Scheduled Tribes.

4.22 Asked to state the percentage of reservation provided for Scheduled Castes and Scheduled Tribes under the Apprenticeship Training Scheme, the Committee have been informed in a note that the Apprentices Act, 1961, as amended by the Apprentices (Amendment) Act, 1973 and rules framed thereunder and corrected upto 10-9-1979 provides for reservation for Scheduled Castes and Scheduled Tribes as under :—

Section 3 A

- “(1) In every designated trade, training places shall be reserved by the Employer for the Scheduled Castes and Scheduled Tribes.
- (2) The number of training places to be reserved for the Scheduled Castes and the Scheduled Tribes under Sub-Section (1), shall be such as may be prescribed, having regard to the population of the Scheduled Castes and the Scheduled Tribes in the State concerned.”

In pursuance of the above Act provision, the Government have prescribed ratio of reservations in the Apprenticeship Rules, varying from State to State, keeping in view of the population of Scheduled Castes/Scheduled Tribes in a particular State. The details of prescribed ratios for each State has been indicated in Appendix IV.

4.23 Asked to state whether South-Central Railway was making any efforts to absorb trained apprentices belonging to Scheduled Caste/Tribe with a view to increase their representation in services, the Committee have been informed in a note as under :—

“Yes, but within the stipulated percentage of reservation only. 25% vacancies of skilled artisans Grade Rs. 260-400 are to be filled from among course completed Act Apprentices, I.T. I., trained Personnel and Matriculates.”

4.24 Asked to state as to why this Scheme had been stopped, it has been stated that the recruitment of apprentices under the Apprentices Act 1961 was started in the Railway Workshops in 1963. Upto 1975 the recruitment was confined to Railway Workshops only and the number of apprentices recruited for training was about 6000-7000 in a year.

During 1975 as a result of the implementation of the 20 Point Programme of the Government, the scope of the Apprentices Act was widened and the number of Apprentices recruited was considerably increased. Instead of confining the recruitment to Workshops only, recruitment was started in the Loco Running Sheds, Catering Department, Printing Presses and also

in the Commercial Trades such as Clerks and Cashiers etc. The number of Apprentices increased to about 14,000.

In 1977, the recruitment of Apprentices under the Apprentices Act was reviewed. Although under the Apprentices Act, Employers (including the Railways) are required to impart training only to the apprentices and there is no obligation on the part of the Employer to employ the apprentices after completion of the training, the course completed apprentices started agitation for absorption in the Railways. Due to limited capacity of the Railways, it was found not possible to absorb all the course completed apprentices. A proposal was, therefore, mooted that the Railways should recruit only that number of apprentices which had reasonable chances of being absorbed after completion of the training. This proposal was referred to the Ministry of Labour and further recruitment of all apprentices was stopped with effect from 24th April, 1977. The question of starting fresh recruitment of the apprentices under the Apprentices Act is being actively considered.

4-25 The Committee note that under the Apprentices Act, 1961 it is obligatory on all employers in the specified industries to engage apprentices in accordance with the prescribed ratio in the designated trades. Reservations for Scheduled Castes and Scheduled Tribes have also been provided in the rules framed under the said Act. The Committee further note that training under the Apprentices Act, 1961 has been stopped with effect from 21st April, 1977 on the Railways in consultation with the Ministry of Labour and the question of revival of the scheme in future is under active consideration of the Ministry of Railways. The Committee would like to be apprised of the decision taken in this regard.

4-26 In case Ministry of Railways do not find it feasible to revive the Apprenticeship training scheme, the Committee recommend that the scheme should be revived at least for Scheduled Caste/Scheduled Tribe candidates so as to clear the backlog in respect of reserved posts in technical categories in the South Central Railway.

C. Housing facilities and other concessions

4-27 Regarding housing facilities provided to the Scheduled Caste/Scheduled Tribe employees in the South Central Railway, the Committee have been informed that there is reservation of 10 per cent of vacant quarters in favour of Scheduled Caste and Scheduled Tribe employees for allotment of type I to type IV quarters in case of non-essential categories where the Headquarters of the Zonal Railways is located. The ratio for allotment of quarters in favour of Scheduled Caste/Scheduled Tribe employees is fixed at 2 : 1 respectively.

4-28 Ministry of Railways (Railway Board) have stated that special consideration is shown to Scheduled Caste and Scheduled Tribe employees in the matter of allotment of residential accommodation.

4-29 A Statement indicating allotment of quarters to Scheduled Caste/
4-42LSS/81

Scheduled Tribe employees at the Headquarters of the Zonal Railway during the last 3 years is stated to be as under :—

Years	Type-I and II		Type-III		Total	
	SC	ST	SC	ST	SC	ST
1977-78	7	2	—	—	7	2
1978-79	16	2	2	—	18	2
1979-80	6	4	5	1	11	5

4.30 With regard to the housing facilities provided to Scheduled Castes and Scheduled Tribes, the Committee have been informed during the course of evidence that there is a 10% reservation in allotment of quarters to Scheduled Caste and Scheduled Tribe employees in respect of Type I and II accommodation and in regard to Type III and IV accommodation there is 5% reservation.

4.31 The representative of South Central Railway during the course of evidence stated that the availability of quarters, with the total personnel to be covered, is less than 40%. There are operational contingencies and the efforts on the part of South Central Railway is to provide 100 per cent accommodation but that is not always possible. In regard to workshop staff, the availability of quarters is in the region of 25 per cent and sometimes it is even less than 20 per cent.

4.32 Asked whether any other facilities or concessions were granted to Scheduled Caste and Scheduled Tribe employees, the Committee have been informed that in addition to the concessions and facilities which are being provided to Scheduled Caste and Scheduled Tribe employees in housing and service matters, the children of the Scheduled Castes/Scheduled Tribes are also given preference to the extent of 15% in the case of Scheduled Caste and 5% in the case of Scheduled Tribe in regard to their admission to schools and colleges run by the Railways.

4.33 The Committee note that there is 10% reservation in allotment of quarters in respect of Type I and II accommodation and in regard to Types III and IV there is 5% reservation for Scheduled Caste and Scheduled Tribe employees in South Central Railway. From the data furnished to the Committee it is seen that only 16 quarters have been allotted to Scheduled Castes and Scheduled Tribes during the year 1979-80 at the Headquarters of the South Central Railway and their percentage to the total number of quarters has not been indicated. The Committee, therefore, desire that Railway Administration in the South Central Railway should ensure that residential accommodation is provided to Scheduled Caste and Scheduled Tribe employees according to their prescribed quota and in case of any shortfalls, more funds may be allocated for construction of quarters at the Headquarters of South Central Railway.

D. Petty contracts

4.34 Asked to state the nature and type of petty contracts awarded by the South Central Railway and the procedure followed for award of such contracts, Ministry of Railways (Railway Board) have stated that small

stalls for sale of Tea, refreshments, fruits etc. equated to not more than 1/2 units (5 salesmen) are considered as petty contracts and were hitherto awarded to persons belonging to Scheduled Castes/Scheduled Tribes following the procedure laid down in Railway Board's letter No. 62/TG-III/600 dated 10-11-62 and the order of preference stipulated in Railway Board's letter No. 75TG-III/600/452/Insp. of 11-6-76. Now according to the revised policy of the Board, contained in their letter No. 78/TGIII/670 dated 28-7-78 such contracts have to be awarded only to members of Scheduled Castes/Scheduled Tribes without any exceptions. If Scheduled Caste/Scheduled Tribe candidates are not available, it can be allotted to others only with the approval of the Ministry.

4.35 The total number of petty contracts, their value, awarded by the South Central Railway during each of the last three years as furnished to Committee are stated to be as under:—

Number of petty contracts	1977-78	1978-79	1979-80
1. Catering	31	10	6
2. Book Stall	1	3	4
3. Out Agency contracts	1	1	2
4. Cycle stand	37	37	37
	70	51	49

Year	No. of Contracts awarded	Value in Rs.
1977-78	70	1,71,827
1978-79	51	3,62,680
1979-80	49	2,20,334

4.36 The total number of petty contracts and their value given by the South Central Railway to the Scheduled Caste and Scheduled Tribe persons during each of the last three years are stated to be as follows:—

Petty contracts awarded to Scheduled Caste/Scheduled Tribe

Sl. No.	Year	No. of contracts awarded to SC/ST	Amount in Rs.	Total
1.	1977-78	1 (SC)	5,768	} Rs. 16,414
2.	1978-79	2 (SC)	6,521	
3.	1979-80	1 (SC)	4,125	
4.	From 1-7-76 to 31-12-80	1 (ST)	1,266	Rs. 1,266

4.37 Asked to state the terms and conditions for award of petty contracts generally and facilities and concessions given to Scheduled Castes and Scheduled Tribes therein, the Committee have been informed that as per extant rules, all petty contracts/vending contracts upto 1/2 units are reserved exclusively for Scheduled Caste/Scheduled Tribe candidates and are not allotted to others. If Scheduled Caste/Scheduled Tribe candidates are not available, it can be allotted to others only with the approval of the

Ministry. For contracts bigger than 1/2 units, first preference is given to Scheduled Caste/Scheduled Tribe candidates, other things being equal.

4.38 Asked to explain the reasons as to why only 5 petty contracts were awarded to Scheduled Castes/Scheduled Tribes during the last three years, the Committee have been informed that only 5 applications were received from the members belonging to Scheduled Caste/Scheduled Tribe candidates during that period and all of them were allotted petty contracts.

4.39 Asked as to what were the difficulties in giving such contracts only to Scheduled Caste/Scheduled Tribe persons as per standing orders and whether approval of Ministry of Railways was obtained in awarding petty contracts to Non-Scheduled Caste/ Scheduled Tribe persons in each case, the Committee have been informed that the difficulty in awarding these contracts only to Scheduled Caste and Scheduled Tribe candidates is that inspite of wide publicity, very few candidates from the Scheduled Castes and Scheduled Tribes are applying for these petty contracts. Railway Board's approval has not been obtained for awarding petty contracts to Non-Scheduled Caste and Non-Scheduled Tribe persons. The South Central Railway has been asked to follow the prescribed procedure and obtain Board's approval in future.

4.40 Asked whether any reservation was made for Scheduled Castes and Scheduled Tribes in awarding the catering contracts which were not "Petty contracts", the Committee have been informed that for awarding of Catering/Vending Contracts bigger than ½ Unit, reservation has not been prescribed for the members of Scheduled Caste/Scheduled Tribe. However, in awarding such contracts, first preference is given to the Scheduled Caste/Scheduled Tribe candidates, other things being equal.

4.41 The Committee have been informed that petty contracts are not awarded by any Department other than the Commercial Department of the South Central Railway.

4.42 Asked whether the Screening Committee, which scrutinises the application for awarding petty contracts, consisted of any Scheduled Caste/ Scheduled Tribe Member, the Committee have been informed that the Screening Committee is constituted on the Zonal Railways with a minimum of three officers in Senior Scale and above. Since all the petty contracts are exclusively reserved for Scheduled Castes and Scheduled Tribes and awarding such contracts to other than Scheduled Caste/ Scheduled Tribe candidates required Ministry's prior permission, no special purpose will be served by including any Scheduled Caste/Scheduled Tribe Officers in the Screening Committee. A Screening Committee is nominated for each occasion and it can include Scheduled Caste/Scheduled Tribe Officers depending on their availability.

4.43 The Committee have been informed that criteria for satisfactory performance and renewal of a petty contract is that the performance should be complaint-free and without adverse inspection reports.

4.44 The Committee note that out of a total of 170 petty contracts awarded by the South Central Railway during 1977-78, 1978-79 and 1979-80 only

four such contracts were awarded to Scheduled Castes and one to Scheduled Tribe person and this cannot be considered a satisfactory position particularly when it is claimed that petty contracts are reserved for Scheduled Castes and Scheduled Tribes. The Committee feel that there is no dearth of Scheduled Caste/Scheduled Tribe persons for undertaking such petty contracts if suitable opportunities are provided to them and their cases are considered with utmost sympathy. The Committee desire that maximum consideration should be shown to these people in the award of petty contracts so that larger number of contracts are given to them as far as possible.

4.45 The Committee also feel that there should not be too much emphasis on the financial position of the persons belonging to Scheduled Castes and Scheduled Tribes who apply for award of petty contracts at the initial stage as in all probability a person who gets the contract can see it through and arrange for funds ultimately.

4.46 The Committee need hardly stress that wide publicity should be given by the South Central Railway for attracting a larger number of Scheduled Caste and Scheduled Tribe persons for the award of petty contracts.

4.47 The Committee note that it has been provided in the 'Brochure on Reservations for Scheduled Castes and Scheduled Tribes in Railway Services' that at least ten per cent of employees of vending and catering contractors should belong to Scheduled Castes and Scheduled Tribes. The Committee trust that the South Central Railway authorities will ensure that these orders are actually implemented.

E. Parcel Booking Agencies and Out-Agencies

4.48 It has been stated in a note submitted to the Committee that total number of Parcel Booking Agencies/Out agencies awarded by the South Central Railway during each of the last three years is as under:—

Total No. of Parcel Booking Agencies etc. :

Year	No. of out-Agencies Contracts existing during the year.	out-Agencies awarded during the year.	Total
1977-78	9	1	10
1978-79	9	1	10
1979-80	9	2	11

Year	No. of Town book- ing offices contracts existing during the year.	out-Agencies awarded during the year.	Total
1977-78	3	..	3
1978-79	3	..	3
1979-80	3	..	3

4.49 The Committee have been informed that no contract for Parcel Booking Agencies/Out-agencies was given to Scheduled Caste and Scheduled Tribes persons during 1977-78, 1978-79 and 1979-80.

4.50 Asked to state the terms and conditions for the award of Parcel Booking Agencies/Out-agencies generally and facilities and concessions given to Scheduled Castes and Scheduled Tribes therein, the Committee have been informed that the prospective Tenderer has to furnish Security Deposit of Rs. 5,000/-. Along with the Tender, Earnest Money of Rs. 1,000/- has to be paid which will be adjusted against the security Deposit of Rs. 5,000/- in the event of award of Contract failing which the Earnest Money will be refunded. Experience in the Transport Business and local standing apart from financial stability are also the factors that are taken into consideration at the time of evaluation of contract. These terms and conditions also apply to Scheduled Castes/ Scheduled Tribes in as much as there is no concession in the matter of awarding Petty Contracts to these communities.

4.51 The Committee have been informed that the Ministry of Railways have not reserved any percentage for the award of Parcel Booking Agencies/Out-agencies for Scheduled Caste/Scheduled Tribe persons as it is not considered prudent to do so.

4.52 Asked to state the precise reasons for not making and reservation for Scheduled Castes/Scheduled Tribes for awarding contracts of Parcel Booking Agencies/Out-agencies, the Committee have been informed that according to the extant policy followed in the matter of giving contracts for Out-agencies/Parcel Booking Agencies, there is no percentage given to the Scheduled Caste/Scheduled Tribe persons and no directives have been issued by the Ministry of Railways in that connection.

Contracts for City Booking Offices and Out-agencies for passengers, Goods and Parcel are awarded strictly on Commercial considerations as a facility to the travelling and trading public. The City Booking Offices and Out-Agencies function like a Station and all rules and regulations contained in various Tariffs and Commercial Manuals and in Circulars issued from a Railway to its Stations from time to time are equally applicable to a City Booking Office or an Out-Agency. The running of an Out-Agency, therefore, involves, besides a fair knowledge of railway working a good deal of capital investment, mobilisation and management of labour.

These contracts are, therefore, not employment oriented but are directly connected with the functioning of the railway and contracts are, therefore, awarded for running of a City Booking Office or an Out-agency through the process of calling competitive tenders to the lowest satisfactory tenders. It is neither feasible nor practicable to give any preference or reserve any percentage in award of these contracts to the persons belonging to Scheduled Caste/Scheduled Tribes.

4.53 Asked during the course of evidence whether the South Central Railway would consider awarding contracts of Parcel Booking Agencies/Out-agencies to persons belonging to Scheduled Castes and Scheduled Tribes, the Committee were informed that there is no reservation as such in favour of Scheduled Castes and Scheduled Tribes but out of those who applied for such contracts cases of Scheduled Caste and Scheduled Tribe applicants are considered sympathetically.

4.54 In reply to a question, the representative of Railway Board stated during the course of evidence that in future while inviting quotations for the award of contracts and agencies, a special note would be added in the

advertisements to the effect that preference would be given to Scheduled Castes and Scheduled Tribes.

4.55. The Committee are distressed to note that no contract for Parcel Booking Agencies/Out agencies was awarded to Scheduled Caste and Scheduled Tribe persons during the last three years *i.e.* 1977-78, 1978-79 and 1979-80. The Committee also note that Ministry of Railways have not reserved any percentage for the award of Parcel Booking agencies/Out-agencies to Scheduled Caste/Scheduled Tribe persons as they do not consider it prudent to do so. The Committee are of the view that in case it is not possible for the Ministry of Railways to fix any percentage for the award of such contracts of Booking Agencies etc. in favour of Scheduled Castes and Scheduled Tribes, the Railway authorities should adopt a sympathetic attitude towards persons belonging to Scheduled Castes and Scheduled Tribes who apply for award of such contracts. The Committee feel that at the initial stage too much probing into the financial soundness of Scheduled Caste/Scheduled Tribe persons has discouraging and demoralising effect on them and they are reluctant to come forward to take such contracts.

4.56. The Committee also suggest that for attracting Scheduled Caste and Scheduled Tribe contractors for running these agencies, it is imperative that wide publicity is given to the advertisements issued by South Central Railway in this regard. A special note should be added in all such advertisements to the effect that preference will be given to Scheduled Caste and Scheduled Tribe applicants.

R. R. BHOLE,
Chairman,
Committee on the Welfare
of Scheduled Castes and
Scheduled Tribes.

NEW DELHI
 April 9, 1981

Chaitra 19, 1903(S)

APPENDIX-I

(Vide Para 2-42 of the Report)

Ad-hoc Promotions made during the Years

1977-78, 1978-79, and 1979-80

Total No. of persons promoted on ad-hoc basis

Class of Service	1977-78			1978-79			1979-80			Remarks
	SC	ST	OC	SC	ST	OC	SC	ST	OC	
Class I	Reservation quota is being followed in all the ad-hoc promotions and separate rosters are being maintained for ad-hoc promotions.
Class II	2	1	18	16	5	39	7	4	28	
Class III	84	23	476	257	50	1002	62	14	436	
Class IV	30	7	130	35	7	147	22	6	104	
TOTAL	116	31	624	308	62	1188	91	24	568	

APPENDIX-II

(Vide Para 3-17 of the Report)

Statement showing the representation of Scheduled Castes and Scheduled Tribes in Class I, II, III and IV services on South Central Railway during each of the last 5 years (1975-76 to 1979-80)

	1975-76			1976-77			1977-78		
	Total	SC	%age	Total	SC	%age	Total	SC	%age
Class I	191	11	5.8	197	12	6.1	368	40	10.9
Temp. Officers	50	3	6.0	46	4	8.7
Class II	418	43	10.3	422	46	10.9	281	28	10.0
Class III	45031	5117	11.4	46257	5770	12.5	46739	5543	11.9
Class IV	57012	12523	22.0	2460	4.3	54722	13915	25.4	2175
Class IV (Sweepers)	2733	1728	63.2	21	0.8	3316	1705	51.4	59
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APPENDIX-III

(Vide Para 4-f of the Report)

Statement showing Receipt/Disposal of Complaints from SC/ST employees (including Associations) during the year 1979-80 in South Central Railway

Railways/ Units/ Office	Undisposed of complaints brought forward from previous half year		Complaints received during the half year		Complaints finally dis- posed during half year		Balance at the end of the half year	
	From SC	From ST	From SC	From ST	From SC	From ST	From SC	From ST
S. C. Rly.	39	41	211	32	198	45	52	28

Analysis of nature of complaints received during the half year	From Class-I		From Class-II		From Class-III		From Class IV	
	SC	ST	SC	ST	SC	ST	SC	ST
Promotion/Suppression	—	—	—	—	72	11	36	7
Seniority	—	—	—	—	25	—	8	—
Harassment by Superiors/ Colleagues	—	—	—	—	—	—	—	—
Non-observance of Rosters	—	—	—	—	12	3	6	2
Against transfers.	—	—	—	—	8	—	2	2
Allotment of Staff quarters	—	—	—	—	—	3	—	—
Miscellaneous	—	—	—	—	26	2	16	2
TOTAL	—	—	—	—	143	19	68	13

NATURE OF COMPLAINTS

Promotion/Suppression	36	7
Seniority	8	—
Harassment by Superiors/ Colleagues	—	—
Non-observance of Rosters	6	2
Against transfers.	2	2
Allotment of Staff quarters	—	—
Miscellaneous	16	2
TOTAL	68	13

APPENDIX-IV

(Vide Para 4.22 of the Report)

Ratio of Reservations under the Apprenticeship Rules

Sl. No.	Name of State	Ratio of Scheduled Castes Apprentices to the total apprentices	Ratio of Scheduled Tribes Apprentices to the total apprentices
1	2	3	4
1.	Andhra Pradesh	1:8	1:20
2.	Assam	1:17	1:9
3.	Bihar	1:7	1:11
4.	Gujarat	1:14	1:7
5.	Haryana	1:5	1:20
6.	Himachal Pradesh	1:5	1:20
7.	Jammu & Kashmir	1:12	1:20
8.	Karnataka	1:8	1:20
9.	Kerala	1:11	1:20
10.	Madhya Pradesh	1:8	1:5
11.	Maharashtra	1:17	1:17
12.	Manipur	1:50	1:3
13.	Meghalaya	1:100	1:2
14.	Nagaland	—	1:2
15.	Orissa	1:7	1:4
16.	Punjab	1:4	1:20
17.	Rajasthan	1:6	1:8
18.	Tamilnadu	1:6	1:20
19.	Tripura	1:8	1:3
20.	Uttar Pradesh	1:5	1:20
21.	West Bengal	1:5	1:17
22.	Andaman and Nicobar Islands	—	1:6
23.	Arunachal Pradesh	—	1:2
24.	Chandigarh	1:8	1:20
25.	Dadar and Nagar Haveli	1:50	1:2
26.	Delhi	1:6	1:13
27.	Goa, Daman & Diu	1:50	1:2
28.	Lakshadweep	—	1:2
29.	Mizoram	—	1:2
30.	Pondicherry	1:6	1:20

APPENDIX-V

(Vide para 4 of Introduction)

Summary of conclusions/Recommendations contained in the Report

Sl. No.	Reference to Para number in the Report	Summary of Conclusions/Recommendations
1	2	3
1.	1-13	The Committee are distressed to note that a large number of posts in the South Central Railway have been kept out side the purview of reservation orders. The Committee see no reason why reservation orders should not apply to posts in the Vigilance Organisation and would like the Ministry of Railways (Railway Board) to review the whole policy of making reservation orders applicable to posts in the Vigilance Organisation and to such other posts in the South Central Railway and its Workshops which are exempt from reservations, in consultation with the Department of Personnel and Administrative Reforms. The Committee need hardly stress that while selecting persons for posts to be filled by deputation or transfer in the Railways, it should be ensured that a fair proportion of such posts are filled in by employees belonging to Scheduled Castes and Scheduled Tribes in accordance with the instructions issued by the Department of Personnel and Administrative Reforms <i>vide</i> their O.M. No. 36012/7/77-Estt. (SCT) dated the 21st January, 1978 in this regard.
2.	1-24	The Committee note that the Chief Personnel Officer in the South Central Railway functions as the Liaison Officer and he is assisted by Assistant/Senior Personnel/Divisional Personnel Officers to watch the proper implementation of reservation orders and to ensure that instructions pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes are complied with and all benefits admissible to them are actually given. The Committee also note that the Liaison Officer of the South Central Railway conducts annual inspection of the rosters maintained in Divisions/Workshops with a view to ensure proper implementation of reservation orders and submits his report to the General Manager pointing out defects if any, and remedial measures taken by him in that connection.
3.	1-25	The Committee also note that one of the Joint Directors in the Railway Board, whose jurisdiction <i>inter-alia</i> covers the South Central Railway, also inspects various units of the Zonal Railway to see whether the instructions issued regarding implementation of reservation orders are being followed properly. The Committee are not satisfied that the concerned Joint Director carried out inspections of the South Central Railway only thrice during the last three years <i>i.e.</i> one inspection per year. The Committee feel that one inspection per year is not adequate and with a view to ensure more effective implementation of various reservation orders, such inspections should be conducted more frequently and in any case the interval between one inspection and the next should not be more than four months. This suggestion, in the opinion of the Committee, will ensure the proper maintenance of rosters and implementation of reservation orders in the South Central Railway.

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4. 1-26 The Committee also note that the special Reservation Cell of the Railway Board is being manned mostly by the officers of the Railway Board who have long years of experience of service matters particularly belonging to Scheduled Caste/Scheduled Tribe communities. In addition, Scheduled Caste/Scheduled Tribe officers with adequate establishment background from the Class I services of Railways are also eligible for posting in the Cell. The Committee feel that there should be no hesitation on the part of Ministry of Railways to induct capable officers from the Zonal Railways having sufficient field experience to work in the Special Cell of the Railway Board.
5. 1-27 The Committee would like to stress that in selecting officers for posting in the Cell, the main criterion should be the efficiency and Sincerity of the officer and a burning desire to work for the Welfare of the Scheduled Castes and the Scheduled Tribes. If this criterion is not fulfilled, any selection for the purpose of providing an "avenue of promotion" for the staff of Railway Board Secretariat would not be a just proposition.
6. 2-14 The Committee note that recruitment to various categories of posts in Class III in the South Central Railway is made by the Railway Service Commission, Secunderabad. The Committee also note that in case the Railway Service Commission is unable to recruit and recommend requisite number of Scheduled Castes and Scheduled Tribes against the reserved vacancies, the General Manager, South Central Railway can exercise his special powers to make recruitment of Scheduled Castes & Scheduled Tribes from the open market to wipe out the shortfalls. The Committee recommend that the General Manager, South Central Railway, should resort to his special powers immediately on receipt of intimation from the Railway Service Commission that they are not able to sponsor or recommend the requisite number of Scheduled Caste and Scheduled Tribe candidates to fill all the reserved vacancies.
7. 2-15 The Committee also note that recruitment to Class IV service is made by screening available casual labour/substitutes in the South Central Railway and if requisite number of Scheduled Castes and Scheduled Tribes are not available to fill the vacancies reserved for them, recruitment is made from the open market. The Committee expect that while engaging casual labour sufficient number of Scheduled Castes and Scheduled Tribes are engaged by the South Central Railway so that at the time of their screening for filling Class IV posts against regular vacancies, there is no dearth of reserved community candidates. The Committee also recommend that every effort should be made by the authorities concerned to induct a Scheduled Caste/Scheduled Tribe officer in the Screening Committee to safeguard the interests Scheduled Castes and Scheduled Tribes.
8. 2-27 The Committee note that in the case of technical and semi-technical categories of posts the time taken by the Railway Service Commission, Secunderabad for making selection and preparing a Panel ranges between 3 to 6 months while in the case of non-technical popular categories like clerks, stenographers etc. the timelag between the date of receipt of applications and actual selection of candidate ranges between 1 to 1 1/2 years. In the opinion of the Committee, this does not reflect a satisfactory working of the Railway Service Commission. The Committee need hardly stress that it should be the endeavour of the Commission to reduce the timelag in respect of popular categories by augmenting its staff strength. The Committee note that the

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- proposals to augment the staff strength of the Railway Service Commission as also for the construction of a separate building for the Commission are under examination at the appropriate level. The Committee trust that early decision would be taken on a priority basis both for augmenting the staff of the Railway Service Commission, Secunderabad and for housing it in its own building. This will help reduce the time-lag in the case of recruitment of candidates against popular categories of posts like clerks and stenographers etc. and also improve the overall performance of the Commission.
9. ' 2-28 The Committee would also like to suggest that the Railway Service Commission, Secunderabad should invite applications for recruitment to posts of non-technical mass categories annually on a programme basis without waiting for actual indents from the Railway Administration so as to reduce the time-lag between the receipt of indent and actual recruitment of staff on the South Central Railway. The Committee have no doubt that if the position improves in direct recruitment to Class III posts this will in turn accelerate the filling of reserved vacancies in Class II which are normally filled on the basis of promotion
10. 2-29 The Committee recommend that all vacancies should be notified to the local or Regional Employment Exchanges. The total number of vacancies to be filled or likely to be filled and the number of vacancies reserved for Scheduled Castes and Scheduled Tribes, qualifications prescribed for the posts and the concessions/relaxations admissible in favour of Scheduled Castes and Scheduled Tribes should be clearly mentioned in the requisitions sent to the Employment Exchanges. Copies of such notices should also be sent to the local Caste and Scheduled Tribe MLAs and MPs and also to the Members of the Parliamentary and State Committees on the Welfare of Scheduled Castes and Scheduled Tribes.
11. 2.30 The Committee further recommend that simultaneously with the issue of recruitment advertisements in the Press and requisitions to the Employment Exchanges, vacancies reserved for Scheduled Castes and Scheduled Tribes should also be notified to all the recognised and/or registered Associations Organisations of Scheduled Castes and Scheduled Tribes Welfare and also to Director of Harijan and Tribal Welfare in the State/ Union Territory concerned.
12. 2-31 The Committee also suggest that the Railway Service Commission, Secunderabad should get in touch with the Industrial Training Institutes and other technical institutions for getting right type of candidates to man the various posts on the South Central Railway. The Committee further desire that the Liaison Officers in the South Central Railway should also maintain close liaison with the Industrial Training Institutes etc. for the recruitment of Scheduled Castes and Scheduled Tribes in the skilled and semi-skilled categories of posts in the South Central Railway and its workshops. The Committee feel certain that in case the steps suggested by them are implemented in letter and spirit, the intake of Scheduled Castes and Scheduled Tribes in services will improve considerably.
13. 2-33 The Committee note that various concessions/relaxations are granted to Scheduled Caste and Scheduled Tribe candidates at the time of making recruitment to different categories of posts in the South Central Railway and its Workshops. The Committee hope that Railway Service Commission will make sincere efforts to implement the prescribed concessions/

relaxations in favour of Scheduled Castes and Scheduled Tribes with a view to increase their intake in Class III services. The Committee feel that unless the representation of SC/ST improves in the feeder categories of posts, their representation in Class I and II posts will not improve. The only way to cut down the shortfalls in higher posts is to increase the intake of SC/ST candidates in Class III and IV posts in initial recruitment.

14. 2-40 Looking to the nature of mistakes being committed in the maintenance of rosters in the South Central Railway as mentioned in the Inspection Reports of Joint Director, Railway Board, the Committee are constrained to observe that the work of maintenance of rosters is not receiving the attention which is deserves. The Committee need hardly stress that rosters are the only mechanism to watch the proper placement of Scheduled Castes and Scheduled Tribes in Services against the reserved points and that the Rosters would cease to have any significance if they are not maintained properly. The Committee, therefore, emphasise that the rosters should be maintained by the authorities of South Central Railway in accordance with the extant orders on the subject and those should be checked regularly by the competent authorities. The work regarding maintenance of Rosters should be entrusted to capable and experienced staff and discrepancies noticed during inspections should be rectified without any loss of time so that further entries in the Rosters are made correctly and the interests of Scheduled Castes and Scheduled Tribes are not jeopardised.
15. 2-53 The Committee note that the South Central Railway is following the instructions issued by the Ministry of Railways (Railway Board) that if the requisite number of candidates belonging to Scheduled Castes and Scheduled Tribes are not found suitable for promotion inspite of various relaxations granted to them, the best among them *i. e.* who secure the highest marks are promoted against the quotas reserved for them for a period of six months on *ad.hoc* basis and if during this period their performance is found to be satisfactory, their names are included in the panel. The Committee hope that all the appointing authorities in the various Divisions and Workshops of South Central Railway will follow these instructions meticulously so as to fill the reserved posts forthwith without resorting to the carry forward procedure. This, a obviously, will help to wipe out the backlog in the shortest possible time.
16. 2-54 The Committee note that presently the zone of consideration for promotion in various categories of posts is three times the actual number of vacancies. The Committee are of the view that a larger zone of consideration would be more beneficial to Scheduled Caste/Scheduled Tribe candidates as it would increase their chances of selection in promotion against the reserved posts. As such, the Committee recommend that as far as selection of Scheduled Caste/Scheduled Tribe candidates is concerned the zone of consideration should be five times the number of reserved vacancies.
17. 2-63 The Committee note that the process of de-reservation of reserved vacancies is constantly on the increase. The total number of posts de-reserved in Class III and IV during the years 1977-78, 1978-79 and 1979-80 were 29, 48 and 72 respectively. Out of these, the major share of de-reservation belonged to Scheduled Tribe Community. Even though the Committee are basically opposed to de-reservation of vacancies reserved for scheduled Castes and Scheduled Tribes, the Committee expect the Ministry of Railways (Railway Board) and the General

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| | | <p>Manager, South Central Railway to ensure that in case resorting to de-reservation becomes inevitable, the procedure laid down by the Department of Personnel for de-reservation of vacancies is strictly followed by the Railways. The Committee would like the Ministry of Railways (Railway Board) to issue fresh instructions to all Zonal Railways in this regard.</p> |
| 18. | 2-64 | <p>The Committee are also not convinced that there is any justification for "temporary de-reservation" of posts in the Railways as this terminology is totally absent in the Brochure issued by the Department of Personnel. The Committee suggest that the matter may be considered afresh and the provision of "temporary de-reservation" may be deleted from the Railway Manual.</p> |
| 19. | 2-65 | <p>As regards excessive de-reservation in respect of various categories of posts reserved for Scheduled Tribes, the Committee need hardly stress that South Central Railway should strengthen their publicity drive and find out ways and means to establish close contact with as many Scheduled Tribes as possible and also send special teams to the tribal pockets with a view to increase their intake in services.</p> |
| 20. | 2-66 | <p>A Study Group of the Committee during its tour to South Central Railway during January, 1981 had noticed that there was lack of coordination between the Railways and the State Tribal Welfare Department who claimed that there was no dearth of Scheduled Tribe candidates even for technical posts. The Committee recommend that both the South Central Railway Administration and Railway Service Commission should devise suitable procedure to achieve proper coordination with the State authorities for the purpose of establishing contact with suitable ST candidates and their selection in class III posts so that there is no necessity to de-reserve any posts.</p> |
| 21. | 2-71 | <p>The Committee would like to emphasise once again the desirability of including a scheduled Caste or Scheduled Tribe officer in the Departmental Recruitment Committees/ Selection Boards constituted by the South Central Railway so as to instil confidence in the Scheduled Caste/Scheduled Tribe employees. In case a Scheduled Caste/Scheduled Tribe officer of the required status is not available in the South Central Railway, a Scheduled Caste/Scheduled Tribe officer from another Railway or from another Department of the Central/State Government should invariably be associated with such Departmental Recruitment Committees/Selection Boards so that the service interests of the employees of these communities are adequately safeguarded.</p> |
| 22. | 2-82 | <p>The Committee note that in the matter of engagement of casual labour no roster is required to be maintained but at the time of making recruitment, the concerned authorities are required to keep in view the percentage of reservation in favour of Scheduled Castes and Scheduled Tribes. The Committee trust that at the time of engaging casual labour sufficient number of SCs & STs would be recruited so that in due course of time they will acquire temporary status and will become eligible for absorption against regular Class IV posts in the Railways.</p> |
| 23. | 2-83 | <p>The Committee also note that Casual Labour engaged for various jobs in South Central Railway are screened and empanelled after 120 days of service for absorption against regular Class IV posts subject to availability of vacancies and no time limit has been prescribed for their absorption. In computa</p> |

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the period of 120 days, the latest directive is that it is not necessary that the period should be an unbroken period. In order that there are no complaints that Scheduled Caste and Scheduled Tribe Casual Labourers are left out during screening at the time of their absorption in the regular establishment, the Committee recommend that there should always be at least one member from amongst the Scheduled Castes and Scheduled Tribes on the screening Committee to safeguard the interests of the employees belonging to these communities.

24. 2-84 According to the data furnished by the South Central Railway out of 1046 casual labourers who have been absorbed in Class IV posts, 280 belong to SCs and 25 belong to STs. Although the percentage of SC casual labourers who have been absorbed is more than 15 yet in the case of STs the percentage is as low as 2.5. The Committee hope that South Central Railway will make concerted efforts to absorb more ST casual labourers against regular Class IV posts so that the percentage of 7.5 can be reached.
25. 2-85 The Committee feel that the casual labour which is engaged by Railways to work on the railway tracks particularly during the rainy season have to put in more work in comparison to other casual labour engaged for specific jobs in the Carriage Workshop or Engineering Workshop etc. As such, the Committee recommend that the casual labour who are engaged as gangmen on railway track should be given better remuneration and the Ministry of Railways may examine whether it is feasible to do so.
26. 2-88 The Committee feel that ordinarily vacancies reserved for Scheduled Castes and Scheduled Tribes should be filled in by the candidates belonging to the respective communities only so that the need to fill in the vacancies reserved for either community by candidates belonging to the other community at the end of the third year of the carry forward does not arise. The Committee are constrained to note that all the 19 vacancies filled up on exchange basis during the period 1977-78 to 1978-80 were reserved for one community only namely the Scheduled Tribes. The Committee trust that all possible efforts will be made by the South Central Railway to recruit Scheduled Tribe candidates in various categories of posts in accordance with their reserved quota in order to avoid the exchange of vacancies.
27. 3-19 The Committee note the measures taken by the South Central Railway to wipe out the shortfalls in various categories of posts in the said Railway. The Committee also note that there has been steady increase in the intake of Scheduled Castes and their representation in different services is not far below the prescribed percentage but in regard to Scheduled Tribes, the increase in their representation is nominal and it has not reached the prescribed percentage. The Committee feel that concerted efforts will have to be made to improve the representation of Scheduled Tribes in all categories of posts in South Central Railway and both the Railway Service Commission and the Zonal Railway should follow a time bound programme to achieve this objective.
28. 3-20 The Committee feel happy that action has been initiated by South Central Railway to launch a Crash Programme for wiping out the short falls and the ban imposed earlier in 1979-80 on the crash programme has been lifted by the Ministry of Railways. The Committee would like to be apprised of the results achieved as a result of the Crash Programme undertaken by the South Central Railway.

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| 29 | 3-21 | The Committee need hardly stress that in order to improve the intake of Scheduled Tribe candidates in different categories of posts in South Central Railways special recruitment teams will have to be sent to areas of tribal concentration so as to pick up suitable Scheduled Tribe candidates on the spot. The Committee also feel that the publicity for recruitment to various categories of posts reserved for Scheduled Tribes will have to be made through all possible media and in a more vigorous manner. Recruitment notices should be issued not only in the leading English/Hindi Newspapers but also in regional language Newspapers of the tribal areas. The Committee have no doubt that unless the tribal people come to know about the vacancies reserved for them, they will not be able to submit their applications to avail of the benefits intended for them. |
| 30. | 3-22 | The Committee also recommend that the Railway Service Commission and South Central Railway Administration should have close liaison with the Tribal and Social Welfare Department of the concerned States for getting their assistance in locating suitable Scheduled Tribe candidates particularly for the technical posts. |
| 31. | 3-28 | The Committee are happy to note that in-service training is a regular feature in South Central Railway and all the employees including Scheduled Caste and Scheduled Tribe employees are given initial training immediately after recruitment and subsequently through refresher courses or promotional courses as the case may be and such training is imparted in various Training Institutions operating under the Zonal Railway. The Committee also note that where requisite number of Scheduled Caste and Scheduled Tribe candidates fulfilling even the relaxed standards are not available, the best amongst the Scheduled Caste and Scheduled Tribe, who fulfil the minimum qualifications laid down, are appointed to non-technical and quasi technical categories in Class III and IV to be filled by direct recruitment and in order to bring them up to the required level, they are imparted 'In-service training'. |
| 32. | 3-29 | It is quite obvious that the reserved technical posts in class III cannot be filled up easily unless the Scheduled Caste and Scheduled Tribe candidates are quite upto the mark and of the required standard. In that context, the Committee would like the Ministry of Railways (Railway Board) to consider making separate arrangements for imparting in-service training exclusively to the Scheduled Caste and Scheduled Tribe candidates in the South Central Railway, so that they are given intensive training and they can come up to the requisite standard quickly and can be appointed against technical posts. |
| 33 | 3-33 | The Committee note that on the basis of the Half yearly reports received from the Zonal Railways, the Ministry of Railways (Railway Board) prepare a report on the progress made in the intake of Scheduled Castes and Scheduled Tribes in railway services which is presented to Parliament. In the report, suitable comments are given in regard to the deficiencies noticed in the matter of intake of Scheduled Castes and Scheduled Tribes in Railway Services. |
| 34. | 3-34 | The Committee consider that proper compilation of data and timely submission of returns to the Ministry of Railways (Railway Board) is very significant as these are the only mechanism by which proper implementation of the Reservation Orders in favour of Scheduled Castes and Scheduled Tribes can be watched. The Committee, therefore, suggest that the returns received from the Zonal railways should not be examined in a |

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- routine manner but these should be reviewed critically in the light of the comments of the Ministry of Railways included in their preceding Report to Parliament.
35. 3-35 The Committee trust that the Ministry of Railways (Railway Board) will make a thorough and analytical study of these returns and ensure that their directives to the Zonal Railways issued earlier have been followed in letter and spirit. The report presented to Parliament should indicate the improvements effected by the Zonal railway on the basis of Ministry's suggestions made in the previous report to Parliament.
36. 4-16 The Committee note that separate registers for registering complaints/representations from Scheduled Caste and Scheduled Tribe employees are being maintained at all stations, offices and staff Assistance Centres of the South Central Railway and the Chief Personnel Officer, Assistant/Senior Divisional Personnel Officers have been entrusted with the responsibility of examining and re-dressing the complaints/grievances of Scheduled Caste and Scheduled Tribe employees. The Committee, however, desire that a fool proof procedure should be laid down to deal with such complaints/representation with the utmost speed and promptness. The Committee further desire that these complaint registers should be checked regularly, atleast quarterly, by the Liaison Officer and also by the Head of the Division concerned during the course of inspection of the office under his control so as to ensure prompt disposal of complaints/representations received from Scheduled Caste and Scheduled Tribe employees and quarterly reports submitted to the Headquarters of the South Central Railway and also to the Ministry of Railways (Railway Board).
37. 4-17 The Committee are constrained to note that the Joint Director of the Railway Board had pointed out in his inspection report dated 29th June, 1979 that for want of an Assistant Personnel Officer, Senior Personnel Officer (RP) of South Central Railway could not look into the complaints/grievances received from Scheduled Caste and Scheduled Tribe employees directly or through Members of Parliament, M.L.A.s, Ministers or Associations. He had recommended that Senior Personnel Officer should be given one more Assistant in terms of Railway Board letter dated 24-7-1974 as was being done on other Railways in order that Senior Personnel Officer could attend to the work of recruitment and reservation only. In spite of the Railway Board earlier instructions in the matter issued as far back as in 1974, no concrete steps have been taken till date by the South Central Railway to provide an Assistant to Senior Personnel Officer (RP). The Committee are not convinced of the reasons given during evidence by the representative of the South Central Railway that it was not possible to provide an Assistant Personnel Officer "because of the limitation of the cadre in the Head Office".
38. 4-18 The Committee, therefore, recommend that Ministry of Railways (Railway Board) should look into the matter immediately and arrange to provide assistance to SPEO (RP) of South Central Railway so that all complaints/representations received from Scheduled Castes and Scheduled Tribes get immediate attention. The position on other Zonal Railways in regard to disposal of complaints/representations may also be reviewed.
39. 4-25 The Committee note that under the Apprentices Act, 1961, it is obligatory on all employers in the specified industries

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to engage apprentices in accordance with the prescribed ratio in the designated trades. Reservations for Scheduled Castes and Scheduled Tribes have also been provided in the rules framed under the said Act. The Committee further note that training under the Apprentices Act, 1961 has been stopped with effect from 21st April, 1977 on the Railways in consultation with the Ministry of Labour and the question of revival of the scheme in future is under active consideration of the Ministry of Railways. The Committee would like to be apprised of the decision taken in this regard.

40. 4.26 In case Ministry of Railways do not find it feasible to revive the Apprenticeship training scheme, the Committee recommend that the scheme should be revived at least for Scheduled Caste/Scheduled Tribe candidates so as to clear the backlog in respect of reserved posts in technical categories in the South Central Railway.
41. 4.33 The Committee note that there is 10% reservation in allotment of quarters in respect of Type I and II accommodation and in regard to Types III and IV there is 5% reservation for Scheduled Caste and Scheduled Tribe employees in South Central Railway. From the data furnished to the Committee it is seen that only 16 quarters have been allotted to Scheduled Castes and Scheduled Tribes during the year 1979-80 at the Head quarters of the South Central Railway and their percentage to the total number of quarters has not been indicated. The Committee, therefore, desire that Railway Administration in the South Central Railway should ensure that residential accommodation is provided to Scheduled Caste and Scheduled Tribe employees according to their prescribed quota and in case of any shortfalls, more funds may be allocated for construction of quarters at the Headquarters of South Central Railway.
42. 4.44 The Committee note that out of a total of 170 petty contracts awarded by the South Central Railway during 1977-78, 1978-79 and 1979-80, only four such contracts were awarded to Scheduled Caste and one to Scheduled Tribe person and this cannot be considered a satisfactory position particularly when it is claimed that petty contracts are reserved for Scheduled Castes and Scheduled Tribes. The Committee feel that there is no dearth of Scheduled Caste/Scheduled Tribe persons for undertaking such petty contracts if suitable opportunities are provided to them and their cases are considered with utmost sympathy. The Committee desire that maximum consideration should be shown to these people in the award of petty contracts so that larger number of contracts are given to them as far as possible.
43. 4.45 The Committee also feel that there should not be too much emphasis on the financial position of the persons belonging to Scheduled Castes and Scheduled Tribes who apply for award of petty contracts at the initial stage as in all probability a person who gets the contracts can see it through and arrange for funds ultimately.
44. 4.46 The Committee need hardly stress that wide publicity should be given by the South Central Railway for attracting a larger number of Scheduled Caste and Scheduled Tribe persons for the award of petty contracts.
45. 4.47 The Committee note that it has been provided in the 'Brochure on Reservations for Scheduled Castes and Scheduled Tribes in Railway Services' that at least ten per cent of employees of vending and catering contractors should belong to Scheduled

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Castes and Scheduled Tribes. The Committee trust that the South Central Railway authorities will ensure that these orders are actually implemented.

46. 4-55

The Committee are distressed to note that no contract for Parcel Booking Agencies/Out agencies was awarded to Scheduled Caste and Scheduled Tribe persons during the last three years i.e. 1977-78, 1978-79 and 1979-80. The Committee also note that Ministry of Railways have not reserved any percentage for the award of Parcel Booking Agencies/Out agencies to Scheduled Caste/Scheduled Tribe persons as they do not consider it prudent to do so. The Committee are of the view that in case it is not possible for the Ministry of Railways to fix any percentage for the award of such contracts of Booking Agencies etc. in favour of Scheduled Castes and Scheduled Tribes, the Railway authorities should adopt a sympathetic attitude towards persons belonging to Scheduled Castes and Scheduled Tribes who apply for award of such contracts. The Committee feel that at the initial stage too much probing into the financial soundness of Scheduled Caste/Scheduled Tribe persons has discouraging and demoralising effect on them and they are reluctant to come forward to take such contracts.

47. 4-56

The Committee also suggest that for attracting Scheduled Caste and Scheduled Tribe contractors for running these agencies, it is imperative that wide publicity is given to the advertisements issued by South Central Railway in this regard. A special note should be added in all such advertisements to the effect that preference will be given to Scheduled Caste and Scheduled Tribe applicants.