

COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND SCHEDULED TRIBES

(1981-82)

(SEVENTH LOK SABHA)

NINETEENTH REPORT

MINISTRY OF DEFENCE

DEPARTMENT OF DEFENCE PRODUCTION

Reservations for, and employment of Scheduled Castes and
Scheduled Tribes in Ordnance Factory Board and in Ordnance
Factories

Presented to Lok Sabha on... 27 APR 1982
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**COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND
SCHEDULED TRIBES (1981-82)**

Shri R. R. Bhole—Chairman

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* Elected on 15th September, 1981 *vice* Shri K. Rajamallu who resigned from the Committee w.e.f. 7th September, 1981.

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(iv)

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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 Ninteenth Report on the Ministry of Defence, Department of Defence Production—Reservations for, and employment of Scheduled Castes and Scheduld Tribes in Ordnance Factory Board and in Ordnance Factories.

2. The Committee took the evidence of the representatives of the Ministry of Defence—Department of Defence Production on 9th and 10th November, 1981. The Committee wish to express their thanks to the officers of the Ministry of Defence, Department of Defence Production and the Ordnance Factory Board 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 25th March, 1982.

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

NEW DELHI;
March 27, 1982
Chaitra 6, 1904 (S)

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

CHAPTER I

INTRODUCTORY

A—Organisational set-up

1.1 Ministry of Defence (Department of Defence Production) have stated that there are at present 33 Ordnance and Ordnance Equipment Factories all over the country, engaged in production of different items of Ammunition, Weapons, Explosives, Vehicles and Clothings mainly to cater to the requirement of our Defence Force. The factory units are placed under the control of the General Managers who function within the powers delegated to them by the Government in the matter of Production, Provisioning, Engineering, Personnel Management etc. They are responsible to the Headquarters Office of the Factories known as Director General, Ordnance Factories (now known as Ordnance Factory Board). The Chief Executive of the entire establishment is the Director General, Ordnance Factories and Chairman, Ordnance Factory Board, who is assisted by Seven Members and an Addl. DGOF controlling four Ordnance Equipment Factories with its Head Office at Kanpur (UP). The DGOF/OF Board is responsible on all matters to the Deptt. of Defence Production in the Ministry of Defence, New Delhi, through the Secretary, Defence Production.

1.2 The General Manager in the Factories is assisted by Officers in the rank of Jt. General Manager, Deputy General Manager, Manager, Deputy Manager, Asstt. Manager, Medical Officer, Security Officer and other non-Gazetted, Non-Industrial Staff engaged in getting the production. Besides, there is an Industrial Establishment consisting of industrial workers in the grades of Highly skilled, Skilled, Semi-skilled and Unskilled to assist the management in the production.

1.3 The Cadre structure of the officers and staff in the Ordnance and Ordnance Equipment Factories named above and its Headquarters at Calcutta and Kanpur is as under:—

(i) *At Ordnance & Ordnance Equipment Factories:*

- (a) Gazetted (consisting of Indian Ordnance Factories Service, Medical Service, Security and Labour Officers).
- (b) Non-Gazetted (consisting of Foreman, Asstt. Foreman, Charge-man etc.).
- (c) Non-Industrial (consisting of office Supdt., Clerical staff, Supervisors and Class IV staff etc.)

(d) Industrial (consisting of various skilled, semi-skilled and unskilled trades).

(ii) *At Ordnance Factory Board Headquarters and Ordnance Equipment Factories Group Hqrs.*

(a) Gazetted (consisting of IOFS, Medical/Security Services, DGOF Hqrs., Civil Service).

(b) Non-Gazetted (consisting of Staff Assistant, Senior Technical Assistant, Junior Technical Assistant, Chargeman etc.).

(c) Ministerial (consisting of Clerical staff and Class V staff).

1.4 33 Ordnance and Ordnance Equipment factories are functioning under the overall control of OF Board and OEF Group Hqrs. Kanpur, the details of which are as follows:—

West Bengal

1. Metal & Steel Factory, Ishapore.
2. Rifle Factory Ishapore,
3. Gun & Shell Factory, Cossipore.
4. Ordnance Factory, Dum Dum.

Uttar Pradesh

1. Ordnance Factory, Dehra Dun.
2. Ordnance Factory, Muradnagar.
3. Ordnance Factory, Kanpur.
4. Field Gun Factory, Kanpur.
5. Small Arms Factory, Kanpur.
6. Ordnance Parachute Factory, Kanpur.
7. Clothing Factory, Shahjahanpur.

Madhya Pradesh

1. Vehicle Factory, Jabalpur.
2. Gun Carriage Factory, Jabalpur.
3. Ordnance Factory, Bhamaria.
4. Ordnance Factory, Katni.
5. Grey Iron Foundry, Jabalpur.
6. Ordnance Factory, Itarsi.

Maharashtra

1. High Explosives Factory, Kirkee.
2. Ammunition Factory, Kirkee.
3. Ordnance Factory, Ambernath.

4. Machine Tools Prototype Factory, Ambernath.
5. Ordnance Factory, Bhandafa.
6. Ordnance Factory, Ambajhari.
7. Ordnance Factory, Chanda.
8. Ordnance Factory, Varangaon.
9. Ordnance Factory, Bhusawal.
10. Ordnance Factory, Dehra Road.

Tamil Nadu

1. Cordite Factory, Aruvankadu.
2. Ordnance Factory, Tiruchirapalli.
3. Clothing Factory, Avadi.
4. Heavy Vehicles Factory, Avadi.

Punjab

1. Ordnance Cable Factory, Chandigarh.

1.5 The Organisation set up pertaining to work of Ordnance Factories and OFB in the Ministry of Defence (Deptt. of Defence Production) has been stated to be as under:—

Secretary (DP)

Director (PA)

US/DO (Fy. I)	US/DO (Fy. II)	US(PA)	US(NF)
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1.6 As regards the organisational set up of the Headquarters Office of the DGOF, the Committee have been informed that the DGOF is the executive head of the organisation. He is also the Chairman of the Ordnance Factory Board. The Ordnance Factory Board has 3 operating members, one Planning & Material Management/Member, one Technical Services member, one Personnel and one Finance Member in the rank of Addl. Director General. Each member is responsible for the division he heads. He is assisted by officers in the rank of Dy. Director General, Asst. Director General, Sr. Dy. Assistant Director General, Technical Staff Officer, Staff Officer, Asstt. Staff Officer. Besides, there is a Chief Security Officer to look into the maintenance of the Security of Ordnance factories and Director of Health Services to look after and control the Hospital in the Ordnance factories. They are responsible to the Member (Personnel).

The Ordnance Factory Board Hqrs. is responsible for all matter of policy on planning, production, coordination of production activities of Ordnance Factories. It monitors the activities of Ordnance factories in

achieving defence production planning of new products, review of production and exercises such administrative powers as delegated by the Deptt. of Defence Production.

1.7 Asked when DGOF was converted into Ordnance Factory Board and what were the reasons for doing so, the Committee were informed that the DGOF was converted into Ordnance Factory Board in February, 1979 in pursuance of the recommendation of a High Level Committee constituted in 1975 to go into the working of the Ordnance Factories for achieving efficient working and removing constraints in their achieving higher production and Ordnance Factory Board started functioning from April, 1979.

B. Implementation of Reservation Orders

1.8 Ministry of Defence (Deptt. of Defence Production) have stated that the percentage of reservations made in favour of Scheduled Castes/ Scheduled Tribes and the years from which such reservations have been made applicable in Ordnance Factory Board and Ordnance Factories are as follows:—

	Date of reservation	Percentage		% age followed at present
		SC	ST	
(i) Posts filled by direct recruitment (recruitment through UPSC by means of open competition test).	1952	12 1/2%	5%	15% & 7 1/2% by open competition through UPSC.
(Where recruitment is made otherwise than by open competition)		16/2-3%	5%	For direct recruitment to Group C & D the percentage of reservation varies from State to State as prescribed by Govt. in proportion to the population of SC/ST in the respective States.
(ii) Posts filled by Promotion	1968	12%	5%	15% and 7 1/2%
(iii) Posts filled by deputation	—	—	—	Normally posts are not filled by deputation in the organisation.
(iv) Posts filled by temporary appointment for a duration of 45 days or more.	—	—	—	Normally posts are not filled by temporary appointment for a duration of 45 days or more.
(v) Casual Labour	—	—	—	Normally Casual Labourer are not recruited in the Organisation.

1.9 Asked to state the machinery/check devised to ensure that the reservations made in favour of Scheduled Castes/Scheduled Tribes are actually fulfilled, the Ministry of Defence (Deptt. of Defence Production) have stated that the reservations made in favour of Scheduled Castes and Scheduled Tribes are reflected in the Model Roster (40/100 point) which is inspected periodically by the Liaison Officer appointed for the purpose to see that the reservations made in favour of Scheduled Castes and Scheduled Tribes are actually filled by them. Various Periodical reports and returns are called for from the Ordnance factories through which the required reservations made in favour of Scheduled Castes and Scheduled Tribes are checked.

1.10 The Committee have also been informed that the Administrative Sections in the Department of Defence Production watch and ensure the implementation of orders/instructions regarding reservations for Scheduled Castes and Scheduled Tribes in Ordnance Factories and Ordnance Factory Board through the various returns received from the Ordnance Factory.

1.11 Asked how it is ensured that sufficient number of Scheduled Castes and Scheduled Tribes are taken in feeder cadres so that there is no dearth of reserved community candidates for promotion to higher grade, the Committee have been informed that all efforts are made to recruit sufficient number of Scheduled Caste/Scheduled Tribes candidates as per the reserved quota in the lowest rung of the cadre in which direct recruitment is made. This services as a feeder cadre for promotions to higher grades.

1.12 The Committee would like to emphasise the proper implementation by the Ordnance Factory Board and Ordnance factories of the reservation orders and directives issued from time to time by the Government of India. They would also stress that suitable measures should be taken to ensure that instructions pertaining to the reservation of vacancies in the favour of Scheduled Castes and Scheduled Tribes are complied with in letter and spirit. Also the benefits and facilities admissible to these communities are made available to them at the time of recruitment in order to help them to get into feeder cadres in sufficient numbers. The Committee also recommend that if sufficient Scheduled Caste/Scheduled Tribe candidates are not available to fill the reserved posts, then special recruitment should be held exclusively for Scheduled Caste/Scheduled Tribe candidates.

1.13 The Committee further recommend that regular and timely submissions of periodical reports and returns should be insisted upon from the Ordnance Factory Board and Ordnance factories so that deficiencies in the implementation of reservation orders are detected immediately and corrective action is initiated without much loss of time.

(C) *Liaison officer and Cell*

1.14 In a written note furnished to the Committee, it has been stated that the functions of the Department of Defence Production in relation to reservations for, and employment of Scheduled Caste/Scheduled Tribe Ordnance factories include monitoring of the implementation of Government orders/instructions on the subject through periodical returns etc., the approval of Government for dereservation of posts for filling up by general candidates in certain circumstances, matter pertaining to Parliamentary Committees for Welfare of SC/ST including their visits to Ordnance Factory Organisations, liaison/coordination with DP&AR and Commissioner for SC/ST, brief review of the subject in the Annual Report of the Ministry and examining the representations of Scheduled Castes/Scheduled Tribes from time to time.

1.15 Asked whether there is any Cell in the Ministry of Defence (Department of Defence Production) to have close liaison and coordination in the matter of reservations for SCs & STs in services in Ordnance Factory Board and its various units, the Committee have been informed that the work relating to Ordnance Factories including matters pertaining to SCs/STs has been allocated to a number of administrative sections in the Department. There is no specific cell in addition to these administrative sections. This work of personnel administration pertaining to Ordnance Factories is overseen by an Officer of the rank of Director viz. Director (Production-Administration) who also functions as Liaison Officer in the Deptt. for SC/ST matters.

1.16 Asked what checks have been devised by the Ministry of Defence (Deptt of Defence Production) to ensure that orders/instructions regarding reservations for Scheduled Castes and Scheduled Tribes are actually implemented by Ordnance Factory Board and Ordnance Factories, it has been stated that the Administrative Sections in the Deptt. of Defence Production watch and ensure the implementation of orders/instructions regarding reservations for SC/ST in ordnance factories and Ordnance Factory Board, through the various returns regarding SC/ST received from Ordnance Factory Board.

When asked whether any inspections are carried out by the Ministry of Defence in various Ordnance Factories to ensure that reservation orders are being implemented properly, the Ministry have stated that no routine inspections are carried out by them.

1.17 In a written note furnished to the Committee, it has further been stated that a Liaison Officer has been appointed in the OF Board. Further, in each Factory a Liaison Officer has also been appointed for the purpose.

The Liaison Officer has been made responsible for ensuring (i) due compliance of the orders and instructions pertaining to the reservation of vacancies in favour of SCs/STs; (ii) timely submission of reports and returns as prescribed by the Government on the subject of reservation of SC/STs in services; (iii) scrutinising the proposals of de-reservation received from the Factories and confirm in before they are sent to the higher authorities for approval and (iv) conducting periodical inspection of rosters maintained in the Hqrs. and also in the factories,

1.18 It has also been stated that a Cell has been created under the Liaison Officer in the O.F. Board Hqrs. as well as in the respective factories. The functions of the Cell are mainly to assist the Liaison Officer in discharge of his responsibilities.

1.19 Asked what is the status of the officer who has been designated as Liaison Officer in OF Board and Ordnance Factories, the Committee have been informed that the Liaison Officer in the OFB is in the grade of Senior Dy. Assistant Director General/Manager equivalent to Dy. Secretary in the scale of Rs. 1500—2000/-. As regards the status of Liaison Officers in Ordnance Factories it varies from factory to factory. They are either a Manager, Dy. Manager or Assistant Manager in the pay scale of Rs. 1500—2000/- Rs. 1100/1600/- and Rs. 700—1300 respectively.

1.20 As regards the nature of coordination between Liaison Officer of OF Board and other Liaison Officers in the Factories, it has been stated that the Liaison Officer of Ordnance Factory Board gives guidance and instructions to the Liaison Officer of the factories regarding implementation of the rules on reservation for SCs/STs in services. He also gives them instructions on checking up the rosters and redressing the grievances of SC/ST personnel. He also advises the Liaison Officer of the factories whenever asked for.

1.21 In reply to a question, whether the Liaison Officer of the Headquarters holds periodical meetings with the Liaison Officer in the Factories to discuss problems relating to SC/ST, it has been stated that during the periodical visits to the Factories, the Liaison Officer of OF Board holds discussions with the Liaison Officer of the factories on the subject of reservation of SCs/STs and other related matters and gives them suitable guidance. Whenever required, the Liaison Officer also visits the factories to settle any problem relating to reservation of Scheduled Castes/Scheduled Tribes or related matters and leaves suitable instructions with the local Liaison Officer for implementing the same.

1.22 As regards the total number of Liaison Officers in DGOF and in Ordnance Factories and number among them who belonged to SC/ST Communities, it has been stated that in each factory there is a Liaison Officer

in addition to the Liaison Officer of the OF Board. Out of them (34) 15 Liaison Officers belong to SC/ST.

1.23 Asked what was the strength (along with designation) of the Cell working under the Liaison Officer in OF Board Headquarters and also the respective Ordnance Factories, the Committee have been informed that in the OF Board and also in each factory, a Cell has been constituted under the control of the Liaison Officer with a group of staff varying from 3 to 6 depending on the strength of the factory and the workload involved. The staff at the OF Board constitutes one Class II Officer, two Assistants, two Upper Division Clerks and one lower Division Clerk. In factories the status of staff generally varied consisting of an office Superintendent, Asstt. Foreman assisted by UDC/LDCs.

1.24 During evidence the Committee enquired about the functions of the Ministry of Defence (Department of Defence Production) in so far as reservations for, and employment of SCs and STs, in the Directorate General of Ordnance Factories and the Ordnance Factories were concerned. The Secretary, Deptt. of Defence Production informed the Committee that Director (Personnel Administration) in the Ministry was in-charge of looking after the work of reservations for, and employment of Scheduled Castes & STs in the Directorate General of Ordnance Factories and the Ordnance Factories he was answerable to the Joint Secretary, and had liaison with his counterpart in the Ordnance Factories Board. At Board level, responsibility rested with Member (Personnel) in the Ordnance Factories Board. He further stated that in so far as the functioning of three Under Secretaries in the Ministry was concerned, the work was distributed on a functional basis and the papers were processed through them in so far as they related to certain individual groups of Ordnance Factories but the prime responsibility was not at the Under Secretary level.

1.25 Asked how many times the six officers of the DGOF had visited the 33 ordnance factories and whether they had given any report on the points raised during their visits to those factories, the representative of Ordnance Factories Board stated during evidence as under:—

“Those officers have visited frequently and they have also checked up the procedures which are being followed and also the rosters and they have also got reports in their Headquarters at Ordnance Factories Board and as regards periodicity, it is not monthly. But they have visited at least 6 or 8 times.”

1.26 In reply to a further question, the representative of the Ordnance Factories Board stated that all the six officers would not have visited all the ordnance factories. Two or three officers had visited as and when

required. By and large they had visited most of the Ordnance Factories.

1.27 When the Committee pointed out that unless and until these officers visited the ordnance factories and watched the conditions prevalent there for themselves they could not get a clear picture and there would be no meaningful solution to the problems relating to Scheduled Castes and Scheduled Tribes, the representative of the Ordnance Factories Board informed the Committee that to ensure that, they were getting regular reports and the officers from the Ordnance Factories also had discussion with them regarding the problems being faced by them. Discrepancies were sorted out and things have improved considerably over the last 3 or 4 years.

1.28 Asked whether the Ordnance Factory Board ever discussed the problems of recruitment of Scheduled Castes/ Scheduled Tribes etc. at any time, the representative of the Ordnance Factory Board stated that as and when problem relating to Scheduled Castes and Scheduled Tribes had been brought to their notice, they had been discussed at Board level.

1.29 Referring to Government's reply that there was no Cell in the Ministry, the Committee wanted to know how in the absence of Special Cell in the Ministry, the working of the administrative sections could be coordinated in the matter of recruitment of Scheduled Castes and Scheduled Tribes. The Secretary, Defence Production informed the Committee as follows:—

"I would like to modify this slightly. The answers are confined to the special points raised and we could not convey fully what we would have wished to. You see that in the chart an Under Secretary is in charge. This is the functional distribution of work relating to different subjects in Ordnance Factories. At ministerial level, in so far as this particular responsibility is concerned, the implementation of the policy of induction and recruitment of Scheduled Castes and Tribes is supervised by the Liaison Officer—Director (Personnel)—in the Ministry.

So I would suggest that this answer be considered to be slightly modified. All that I was saying was that this was the interpretation of the work 'Cell' which was misunderstood while giving this answer. The answer now is 'Yes', there is a Cell whose function is supervised at the senior level. We shall find out. The basic fact is that from the Ordnance Factories there is a liaison officer representing the Board. It is a highly decentralised operation. That responsibility vests in the Director at the ministerial level. He reports to the Joint Secretary of the Ministry.

1.30 Elucidating the position regarding the functioning of Special Cell in the Department of Defence Production, the Secretary, Defence Production stated:—

“Probably the word ‘Cell’ is created a problem of communication. This function is discharged by the Director, who is senior to the Deputy Secretary, in the Ministry. The entire staff is available for functional distribution of work in respect of these different factories. At the Board level, the Member Personnel is looking after these matters. All the 33 factories maintain liaison with the Headquarters, Member, Personnel has links with all the 33 factories, through the focal point in each ordnance factory. Out of these 33 Liaison Officers in the factories, 15 are from among the Scheduled Castes and Scheduled Tribes people. This is a separate matter and can be gone into separately.”

1.31 When the Committee emphasised the need to have a Cell in the Department of Defence Production to watch the interests of Scheduled Castes and Scheduled Tribes in Ordnance Factories, the Secretary, Defence Production, stated:—

“The Ordnance Factory Board functions just like the Railway Board, there is a comprehensive set-up; there is proper liaison with each Ordnance Factory at the Director’s level. Besides, we get Annual Reports from them and these are scrutinised and checked. Inspections have been taken to mean periodical inspections as are required to be made. Whenever any problem arises, on the basis of annual return or periodical report, that is immediately looked into and action taken. The accuracy of the report is ensured by the Liaison Officer stationed at the Ordnance Factory Board at Calcutta.”

1.32 The Committee are distressed to note that there is at present no specific Cell in the Department of Defence Production to watch the proper implementation of reservation orders and to ensure that directives pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes are actually complied with as all such matters are at present being looked after by a number of administrative Sections in the Department of Defence Production.

The Committee recommend that a separate Cell should be set-up immediately in the Department of Defence Production under the charge of a responsible officer preferably belonging to Scheduled Caste or Scheduled

Tribes to monitor proper implementation of reservation orders and to ensure that various safeguards and benefits admissible to Scheduled Castes and Scheduled Tribes are actually given to them in the Ordnance Factories and Ordnance Factory Board Headquarters.

1.33 The Committee are constrained to note that no regular inspections are carried out in the Ordnance Factories by the officers of the Department of Defence Production to ensure that reservation orders are being implemented properly and rosters maintained as per extant orders on the subject. The Committee would like to emphasise that officers of the Department of Defence Production should inspect all the Ordnance Factories by rotation and also the Headquarters offices of Ordnance Factory Board and Addl. DGOF, Kanpur with a view to ensure more effective implementation of the various reservation orders and proper maintenance of rosters.

1.34 The Committee have no doubt that close liaison and coordination between the Members of the Ordnance Factory Board, heads of all the Ordnance Factories and Department of Defence Production will go along way in improving the representation of Scheduled Castes and Scheduled Tribes in the services of Ordnance Factories and OFB. The Committee need hardly stress that the returns called for from the Ordnance Factories Board and Ordnance Factories should be carefully examined by the Special Cell in the Department of Defence Production keeping in view the percentages of reservations and other measures prescribed for Scheduled Castes and Scheduled Tribes. The deficiencies, if any found in the representation of Scheduled Castes and Scheduled Tribes in the services of the Ordnance Factories and Headquarters offices of OFB and Addl. DGOF, Kanpur should be pointed out to the concerned authorities by the Department of Defence Production so that necessary corrective measures are taken expeditiously. The Cell in the Department of Defence Production should keep a close watch that the deficiencies pointed out by it are made up by the concerned authority as speedily as possible.

CHAPTER II

RECRUITMENT AND PROMOTIONS

A. Recruitment Procedure

2.1 Ministry of Defence (Department of Defence Production) have stated that in Ordnance factories and O.F.B. recruitment to Group 'A' and Group 'B' posts at entry point is made by UPSC through advertisement. Recruitment to Group 'C' & 'D' posts at the entry point is made through Employment Exchange as per the relevant recruitment rules. In case of some categories of Group 'C' & 'D' posts the recruitment is made through written examination followed by interview and in some categories the same is done through interview only.

2.2 Regarding the mode of recruitment of Gazetted Officers belonging to Indian Ordnance Factories service, Medical Services and Security and Labour Officers, the Committee have been informed that the Officers belonging to Indian Ordnance Factories Service are recruited through the UPSC through the Indian Administrative Service etc. Examination for the non-technical Cadre, Indian Engineering Service Examination for the Engineers, through advertisement/interview in case of other trades. The Medical officers are also recruited through UPSC through combined Medical Services Examination. The Security Officers are Army Officers posted by the Army Hqrs. to the various Ordnance factories and the Headquarters. The Labour Officers are recruited by the UPSC for the Ministry of Labour and are subsequently placed at the disposal of Ministry of Defence DGOF.

2.3 Asked what is the mode of recruitment of non-Gazetted Officers like Foreman, Asstt. Foreman, Chageman etc. the Committee have been informed that normally direct recruitment is done in the grade of Chageman only through open advertisement by DAVP by a Departmental Selection Committee at the Ordnance Factory Board Hqrs. The prescribed qualifications are as prescribed in the recruitment rules. They vary, depending on the particular trade for which the candidate is recruited. The minimum qualification is a diploma in the particular trade with 2 years experience. The trades are engineering (Mechanical, Electrical, Civil), Metallurgy, Chemical Clothing and Leather Technology.

2.4 Regarding the recruitment procedure for non-Industrial Staff, it has been stated that direct recruitment is resorted to only at the grade of

LDC and 20 per cent in the Supervisory Grade. They are recruited locally by the Ordnance Factories from the candidates sponsored by the local Employment Exchange.

2.5 As regards the recruitment procedure for industrial workers in various skilled, semi-skilled and un-skilled trades, the Committee have been informed that recruitment is resorted to generally in the unskilled grades in the industrial establishment at the Ordnance Factory Level. They are done locally from the candidates sponsored by the local Employment Exchange. 20 per cent of semi-skilled posts are filled up by recruitment of the Trade Apprentices trained in the Ordnance Factories under the Trade Apprentices Act.

2.6 It has been stated that recruitment for Group 'A' posts in the grade of Assistant Manager, in the trades of Chemist, Metallurgist, leather textile technologies and for group 'B' posts in the grade of Assistant Staff Officers are made through advertisement by UPSC.

2.7 Asked whether there are any posts in Group 'A' & Group 'B' which are filled up by open competitive examination by UPSC, the Committee have been informed that Group 'A' posts in the grade of Assistant Managers (non-technical), Engineers and Assistant Medical Officers are filled by open competitive examination held by UPSC.

2.8 Regarding the category of posts which are filled up through written examination followed by interview and the category of posts which are filled up by interview only, it has been stated that generally Group 'D' posts in industrial and non-industrial cadres are filled up by interview only where the educational qualification prescribed is very low, and in Supervisory and Clerical categories the recruitment is generally followed by interview.

2.9 Asked how many times separate interviews were held for SC/ST candidates during the last three years for various categories of posts, the Committee have been informed that separate interviews were held 275 times in the various Ordnance Factories and HQRs. for SC/STs during the last three years for various categories of posts.

2.10 When the Committee pointed out that from the recruitment made during the last three years in Ordnance Factories and Ordnance Factory Board, furnished to the Committee, (Appendix-I), it has been observed that the number of vacancies which occurred in Class I, II and III during each year was quite large but the number of posts actually filled in reserved categories was quite small and wanted to know the reasons thereof, the

Department of Defence Production in a note furnished to the Committee have stated as under:—

“Filling up of vacancies are dependent upon a number of factors like workload, availability of suitable candidates for filling up of those posts. In case of filling up of vacancies in Class I & II which is done through the UPSC, there is a time lag in receipt of the panel from UPSC resulting in the posts remaining unfilled during that year. The reason for filling up of less number of reserved vacancies is due to non-availability of reserved candidates.”

When the Committee enquired whether non-selection of Scheduled Caste/Tribe candidates was due to the fact that persons with requisite qualifications were not available, the representative of the Ordnance Factory Board has stated as under:—

“Normally, for various posts, certain minimum standards are laid down. There are certain posts for which an examination is held. Then Government orders are also compiled with. Then we also give relaxation where it is possible. We are making all out efforts to ensure that the percentage available is filled up. If the people do not pass an examination, then certain problems do arise. Although we may call them for an interview, if they do not do anything at all, then it becomes a problem.”

The Committee asked whether everytime recruitment was made, advertisements were exclusively issued for Scheduled Castes and Scheduled Tribes, the representative of the Ordnance Factory Board stated as follows:—

“Not only advertisements, but the Employment Exchange was also requested to send the candidates. We normally request the Employment Exchanges to send the Scheduled Castes and Scheduled Tribes candidates and we also issue advertisement for them.”

Elucidating the point further, Secretary, Department of Defence Production stated that it was not exclusively by advertisement but it was a combination of advertisement and contacting the Employment Exchanges.

2.11. The Committee note that different modes of recruitment are being followed by the appointing authorities for the recruitment of personnel in the Ordnance Factories and Ordnance Factory Board for various categories of posts. The Committee need hardly stress that earnest endeavour should be made by the appointing authorities to ensure that various

relaxations and facilities admissible to Scheduled Castes and Scheduled Tribes are actually given to such candidates. Also lenient yardsticks should be applied both at the time of interview and written examination so that larger number of Scheduled Caste/Scheduled Tribe candidates can be recruited. The Committee feel that unless the appointing authority is keen to give various relaxations to Scheduled Caste/Scheduled Tribe candidates and tries to implement the reservation rules in letter and spirit, the intake of Scheduled Castes and Scheduled Tribes in services of Ordnance Factories and Ordnance Factory Board will not improve.

2.12 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 to 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/Scheduled Tribe MPs and MLAs and also to the Parliamentary and State Committees on the Welfare of Scheduled Castes and Scheduled Tribes.

2.13 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 and to the Director of Harijan and Tribal Welfare in the State/Union Territory concerned.

2.14 The Committee also suggest that the appointing authorities in the Ordnance Factories and Ordnance Factory Board should get in touch with the Industrial Training Institutes and other technical institutions for getting Scheduled Caste/Scheduled Tribe candidates to man the various technical posts in the Ordnance Factories and Ordnance Factory Board. The Committee further desire that all the Liaison Officers in the Ordnance Factories 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 Ordnance Factories, so as to improve their representation in these categories of posts which may serve as feeder cadres for the higher technical posts.

2.15 The Committee feel that close coordination and liaison among the Ordnance Factories and O.F. Board and the Employment Exchanges is imperative for augmenting the representation of Scheduled Castes and

Scheduled Tribes in the services of the Ordnance Factories/Ordnance Factory Board. If the candidates sponsored by the Employment Exchange for filling the reserved vacancies are not found fit to fill the vacancies, the Employment Exchange should be asked to furnish a fresh list of Scheduled Caste and Scheduled Tribe candidates mentioning briefly the reasons why they were not selected and other shortcomings noticed in the candidates sponsored earlier. This will help the Employment Exchange to assess the actual requirements of the Ordnance factories.

B. Concessions and Relaxations

2.16 The Committee have been informed that in the matter of direct recruitment the following concessions are given to Scheduled Caste and Scheduled Tribe candidates:—

- (i) Age relaxation to the extent of 5 years is given in the matter of recruitment as per existing orders. In case fees prescribed for admission to any examination or selection to any post, the same is reduced to 1/4th in case of candidates belonging to Scheduled Castes/Scheduled Tribes.
- (ii) Relaxations of experience qualification is also given as per prescribed rules wherever necessary.
- (iii) Relaxation of standard of suitability are adopted wherever necessary to make-up with deficiency in the reserved quota subject to the fitness of the candidates for appointment to the posts in question.
- (iv) Wherever necessary separate interviews are held for Scheduled Caste/Scheduled Tribe candidates for filling up of reserved vacancies.
- (v) Travelling allowance as provided under the prescribed rules are given to Scheduled Caste/Scheduled Tribe candidates called for interview/written tests.

2.17 Asked to give in detail the relaxations made in the experience, qualification and standards of suitability for direct recruitment and promotions to fill up reserved posts, the Committee have been informed that relaxation of experience is given to Scheduled Caste/Scheduled Tribe candidates who slightly fall short of the requisite experience required for the post. Relaxations of standard of suitability are also given wherever necessary to make up the deficiency of the Scheduled Caste/Scheduled Tribe candidates provided they are not found unsuitable for the post. Separate interviews are also conducted for Scheduled Caste/Scheduled Tribe candidates for filling up of reserved vacancies.

In case of promotions, separate DPC list is made for Scheduled Caste/Scheduled Tribe candidates by extending the normal field of choice.

Relaxations are granted wherever necessary to include sufficient number of Scheduled Caste/Scheduled Tribe candidates in the selection list to cover the shortage in the reserved quota.

2.18 The Committee note that various concessions/relaxations are granted to Scheduled Caste and Scheduled Tribe candidate at the time of making direct recruitment to different categories of posts in the Ordnance Factory Board and in Ordnance Factories. The Committee hope that the appointing authorities in Ordnance Factories and Ordnance Factory Board will make sincere efforts to implement the prescribed concessions/relaxations in favour of Scheduled Castes and Scheduled Tribes in a positive manner so as to extend minimum benefit to such candidates. The Committee are of the view that unless the representation of Scheduled Caste/Scheduled Tribe employees improves in the feeder categories of posts, they will not be available in sufficient number to occupy higher technical posts in the organisation through promotion. The Committee feel that only way to cut down the shortfalls in higher posts is to increase the intake of Scheduled Caste/Scheduled Tribe candidates in lower categories of posts at the time of initial recruitment.

C. Maintenance of Rosters

2.19 Department of Defence Production have stated in a note furnished to the Committee that rosters are being maintained for each category of posts as per the orders on the subject and are inspected periodically. 40-point rosters are maintained for direct recruitment made on All India basis by open competition through the UPSC. 100-point rosters are maintained for direct recruitment to Group 'C' and 'D' posts normally attracting candidates from a locality or a region. In regard to posts filled by promotion, a separate 40-point roster is maintained.

2.20 The actual number of vacancies to be reserved for SC/STs in any recruitment/promotion are determined on the basis of the points in the roster and also taking into account the reservations brought forward from the previous years. The roster are maintained in a register in the proforma as prescribed by the Government. Separate rosters are also maintained for each Grade of posts in case of recruitment as well as in the case of promotion.

Immediately after an appointment/promotion has been made, the particulars of the persons appointed are entered in the register in the appropriate column and the entry is signed by the Appointing Officer or the Officer authorised to do so. No gap is left in completing the roster. The

register is maintained in the form of a running account year by year. The Liaison Officer undertakes periodical inspection of the roster and submits a report thereon.

2.21 Asked to clarify whether officers generally responsible for maintaining the rosters are also responsible for their checking, it has been stated in a note furnished to the Committee that the Liaison Officer checks the rosters. In case the Liaison Officer happens to be the Administrative Officer of the Factory he becomes responsible both for maintaining and checking the rosters. In a few Factories where the Administrative Officer and the Liaison Officer happens to be the same both the functions are performed by him, but in respect of other Factories the maintenance and checking of rosters are done by different Officers.

2.22 Asked what checks and counter-checks are carried out to keep the rosters correct, the Committee have been informed that the rosters are maintained in the Establishment Section under the control of the Administrative Officer who is responsible for maintenance of the roster and thereby implementation of the existing instructions on the subject of reservation of SC/ST in services. Therefore, he is primarily responsible to see that the rosters are maintained correctly. The Liaison Officer of Factories also checks the rosters periodically to see that they are maintained correctly and indicates the alpses, if any, in the roster. The Liaison Officer of the Ordnance Factory Board also checks the rosters periodically to see that they are correctly maintained. He endorses his remarks in the roster for rectification by the Factory.

2.23 With regard to the intervals at which the rosters are checked by the Liaison Officer, the Committee have been informed that the rosters are checked annually. Since the rosters of 33 Ordnance Factories are required to be checked, sometimes it is not possible on the part of the Liaison Officer to complete checking for all the Factories during the year due to his pre-occupations. In that case he calls for a report from the Local Liaison Officer of the Factory. In case, it is considered necessary he checks the roster personally.

2.24 In reply to a question regarding discrepancies found in the maintenance of rosters and the remedial action taken thereon, the Committee have been informed that discrepancies of a minor nature are found in a very few cases while checking the rosters. The discrepancies are noted in the roster itself and the same is brought to the knowledge of the General Manager advising him for rectification of the same. The General Manager, after rectifying the same reports the matter to the HQs, and subsequently they gain checked to ensure correctness.

2.25 During evidence when the Committee enquired whether in view of the excessive workload in the Ordnance Factories it would not be advisable to depute an officer exclusively for checking of rosters, the Secretary, Department of Defence Production stated as under:—

“Here again I must apologise. The literal meaning of the word has been taken when it is stated that it is not possible on the Liaison Officer to do complete checking of all the factories during the year. It really means that he is not able to do all factory inspections through visits. The checking is done. It is done partly by visits and partly by scrutiny at the Headquarters. Earlier Hon’ble Members have made suggestions which we have accepted. This will be taken care of. Once a year or twice a year we will call a meeting of all these Liaison Officers and also any problems that may arise in any unit will be resolved. This is what I have just explained. It is taken rather literally.

It is intended to convey that it may not be possible literally. It is intended to convey that it may not be possible to carry out personal inspections of all the units in one year. But the checking is done annually for all the units.”

2.26 Asked whether it would not be worthwhile to increase the number of Inspectors who could assist the Liaison Officer in the checking of rosters, the Secretary, Department of Defence Production during evidence stated as under:

“Checking is done annually. It is intended to convey here that he is not personally able to visit each unit once a year. But your other suggestion for calling a meeting of all the Liaison Officers at the Headquarters once a year is well taken and there this roster review also can be a part of the job.”

2.27 The Committee are not satisfied with the reply given by the representative of Department of Defence Production that rosters in the Ordnance Factories are checked partly by visits and partly by scrutiny at the Headquarters. As there are 33 Ordnance Factories, the Committee recommend that at the Ordnance Factory Board Headquarters there should be at least 3 to 4 officers who should assist the Liaison Officer in inspection work and for checking rosters in each Ordnance Factory under the administrative control of Ordnance Factory Board. The Committee need hardly stress that rosters are not only the basic documents but they are also the only mechanism to watch the proper placement of Scheduled Castes and Scheduled Tribes in services against reserved points. The rosters would

cease to have any significance if they are not maintained properly. They therefore, recommend that rosters should be checked at least twice a year in each Ordnance Factory as regular and periodic checking alone can ensure their proper maintenance. The Committee would like to emphasise that 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 allowed to suffer. To ensure proper maintenance of rosters, the Committee also recommend that the work of maintenance should be entrusted to capable and experienced staff who are well conversant with the extent orders on reservations.

2.28 The Committee trust that as suggested by them during evidence and agreed to by the representative of the Ministry, a meeting will be held annually at the Headquarters of all the Liaison Officers to discuss the problems relating to recruitment etc. of Scheduled Castes and Scheduled Tribes so that immediate steps could be taken to resolve the problems which come to notice during those meetings.

D. Promotions

2.29 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 services (1978 fifth edition) provides as under:—

- (a) Through limited departmental competitive examination, in Groups B, C and D (Class II, III and IV) in grades or services) in which the element of direct recruitment, if any, does not exceed 66 2/3 per cent. 15 per cent 7½ per cent.
- (b) By selection from Group B (Class II) to the lowest rung of category in Group A (Class I) and in Groups B, C and D (Class II, III and IV) posts, in grades or services in which the element of direct recruitment, if any, does not exceed 66 2/3 per cent. 15 per cent 7½ per cent.
- (c) On the basis of seniority subject to fitness, in Groups A, B, C and D (Class I, II, III and IV), posts in grades or services in which the element of direct recruitment, if any does not exceed 66 2/3 per cent. 15 per cent 7 1/2 per cent.

2.30 A Statement showing the total number of employees promoted and the number and percentage of Scheduled Castes and Scheduled Tribes respectively among them during each of the last five years (1976 to 1980) in respect of various categories of posts as furnished by the Department of Defence Productions is at Appendix II.

2.31 Asked to state in detail the actual procedure followed for promotion of staff (both technical and non-technical posts) the Committee have been informed that promotions are made on selection or non-selection basis as per the provisions of the recruitment rules through the Departmental Promotion Committee (DPC) constituted in the Department. In some categories of posts where the seniority is maintained centrally, the promotions are made through the Central DPC constituted at the Ordnance Factory Board HQrs. In other cases of posts for which Factory-wise seniority is maintained, promotions are made through local D.P.C. constituted in the factories. The actual procedure followed for promotion to various categories of posts is stated to be as under:—

(a) *Group 'A' & 'B'*

Promotions are made based on the recommendations of Departmental Promotion Committee (D.P.C.) on selection basis *i.e.* seniority tempered with merit.

(b) *Non-Gazetted Cadre (Group 'C')*

Promotions are made through Departmental Promotion Committee on selection basis.

(c) *Non-Industrial Cadre (Group 'C' in Factories)*

Promotions are made through local DPC on non-selection basis *i.e.* seniority with the elimination of the unfit.

(d) *Non-Industrial (Group 'D')*

The same procedure is followed as in the case of non-Industrial Group 'C' Posts.

(e) *Industrial Grades (Group 'C' and Group 'D')*

Promotions are made on the basis of Trade Test conducted in the Factory by a Board constituted under the powers of the appointing authority *i.e.* the General Manager.

2.32 It has been stated that the zone of consideration in the D.P.Cs. is 3 times of the vacancies. In case of trade test the normal practice is to consider the candidates from 1.5 to 2 times the vacancies.

2.33 Asked, during evidence, about the possibility of increasing the zone of consideration to five or six times the number of vacancies in promotion so as to give more chances to Scheduled Caste/Scheduled Tribe candidates while filling up the reserved points, the Secretary, Department of Defence Production stated:

"We start with three. Where we find that we cannot pick up enough candidates even for consideration, then in the DPC, they

decide to go further and take a decision to have five or six times, the number as the zone of consideration for these people. The information may not be available for specific cases. But it can be ensured that in future such a record is maintained.”

2.34 The Department of Defence Production have stated that all the orders regarding reservation in promotions are being strictly adopted and implemented in the Ordnance Factory Board Organisation.

2.35 Asked to furnish details of the posts for which seniority is maintained at the O.F.B. Head Quarters and promotions are made through Central D.P.C., it has been stated that the posts for which seniority is centrally maintained at O.F.B. and promotions are made through the Central D.P.C. are as follows:

“All Group ‘A’ and Group ‘B’ posts; All Non-Gazetted posts *i.e.* Foreman, Assistant Foreman, Chargeman Grade I, Storeholder, Assistant Storeholder, Language and Non-Language Teachers and Head Masters.”

2.36 When asked to state the reasons as to why no SC/ST candidate in Class II was promoted during 1980, it has been stated that primarily no SC/ST candidates were available for promotion to Class II posts in 1980.

2.37 During evidence, the Committee pointed out that so far as promotion of Scheduled Caste/Scheduled Tribe candidates was concerned the interests of these candidates should be taken care of and desired that the concerned authorities must follow a certain procedure and some sort of special consideration should be given to such candidates. Thereupon, Secretary, Department of Defence Production stated:

“Broadly speaking there is a representative at the DPCs and he takes it upon himself. His task is to ensure that there is no unfairness in the proceedings of the DPC. Besides, the DPC is made aware of the need for filling up the reserved vacancies.”

2.38 Asked whether any attempt had ever been made to resort to *ad-hoc* promotions to wipe out the shortfalls by holding special examination for Scheduled Castes and Scheduled Tribe candidates, the representative of the Ordnance Factory Board has informed the Committee as follows:

“For Class II, we have two types of system—one is to get through the UPSC Examination and the other is to get it through the quota fixed for the promotion. Our Organisation being fairly old, at that time, when the people joined, the quota was not there. In many cases, we found that the people were not coming

forward. But, now, we ensure that for the new recruitment, for these Scheduled Caste people 20 per cent is fixed as a quota. In future this would be done. The reason at that time was that the people were not available. At that time the avenue for promotion was from the department itself and we did not take generally outsiders except through the UPSC. Surely the service regulations for the new recruitment are applied."

2.39 The Committee pointed out that percentage in promotion in Scheduled Tribe category was very low in class III and IV and desired to know the reasons for the same and whether it would not be desirable to increase the zone of consideration in promotional vacancies. The Secretary, Department of Defence Production thereupon stated as under:

"There are certain areas where it cannot be helped. If people are not there in the lower rungs they cannot come up. Therefore it takes some time. Now a unified policy is being followed for the past few years. This disparity will go away. This position has been there due to implementation of reservation orders at a later point of time."

2.40 Referring to the Government's contention that as the number of Scheduled Castes and Scheduled Tribes in the feeder cadre was small, their promotions had not taken place, the Committee asked the witness to clarify the position. The Secretary, Department of Defence Production stated that if the promotion was to take place in Grade 'B' persons from the feeder cadre of Grade 'C' were promoted and the zone of consideration was five times the number of actual posts.

2.41 In reply to a further question, the Secretary, Department of Defence Production stated that there were problems in 'A' and 'B' categories as these posts were filled mainly by promotion. For promotion to Class I post, 20 to 30 years service was required which these people did not have. When the Committee required whether it was necessary to have 20-25 years service, the Department of Defence Production informed the Committee that it was like a ladder. From 'C', 'D' category a person was promoted to 'C' category. Then he would come to 'B' category and thereafter his turn in 'A' category would come. The departmental candidates would reach that stage gradually. They had now started taking quite a number of people in 'C' and 'D' categories and about 8 to 10 thousand people had been taken in those categories. In due course of time, people from these categories would be available for promotion in Group 'A' and 'B'.

2.42 When the Committee pointed out that there was a directive from the Government that suitable candidates should be promoted against reserved posts, the representative of the Ordnance Factory Board explained the position as under:—

“We have got ‘A’, ‘B’, ‘C’ and ‘D’ categories. The category ‘D’ is mostly for workers. We do not have confidential report system for workers. They have to pass a trade test. In the case of category ‘C’, some are promoted by the suitability test; others are promoted by normal seniority. In such cases, we do not take them unless they are fit. Those who are working satisfactorily are considered. The Departmental Committee has to look into a case as per Government rules. In earliest days, the workers were not educated. Normally, they had gone upto 2-3 grades. But for a higher grade, sometimes they are unable to go, some people are not able to read and write. We have made some attempts to do something for them, but it is not fully possible.”

2.43. The Committee note the procedure being followed in the Ordnance Factory Board Organisation for filling up various categories of posts by promotion and that all the orders regarding reservations and promotions are being adopted and implemented in the Organisation. In view of the fact that there are a few Scheduled Castes and Scheduled Tribes in the higher posts in the Organisation, the Committee feel that vigorous efforts will have to be made to improve their representation in Group A and B.

2.44. The Committee are surprised to note that during 1980 out of 220 officers promoted in Class I, six Scheduled Castes and only one Scheduled Tribe employee could get promotion. Whereas in Class II fourteen officers were promoted but none belonged to Scheduled Caste/Tribe. According to them, this presents a dismal picture, they therefore, suggest that Ordnance Factory Board should examine in depth the causes of less promotions of Scheduled Caste/Tribe employees in higher posts and take necessary steps to remedy the situation. If necessary, U.P.S.C. be requested to conduct special recruitment for Scheduled Caste and Scheduled Tribes.

2.45. From the data furnished regarding promotions made during the last five years in various categories of posts the Committee find that percentage of Scheduled Tribe employees promoted even in Class III and IV is very low. They, therefore, recommend that special Departmental examination should be held in order that sufficient number of Scheduled Tribe candidates are able to get promotions against the reserved posts and as far as possible no vacancies reserved for Scheduled Tribes should be carried

forward. The Committee need hardly stress that unless the representation of Scheduled Tribe employees improves in Class III and IV posts, suitable Scheduled Tribe candidates will never be available for promotion to higher posts in Class II and I.

2.46. The Committee note that presently the zone of consideration for promotion to various categories of posts three times the actual number of vacancies. The Committee recommend that in the event of non-availability of suitable Scheduled Caste/Tribe candidates the zone of consideration should be increased to five times the actual number of vacancies. This will increase the chances of selection of Scheduled Caste/Tribe candidates against the reserved posts at the time of promotion.

E. Supersessions

2.47. The number of Scheduled Caste/Scheduled Tribe employees who have been superseded in the Ordnance Factory Board Organisation during the years 1978, 1979 and 1980 at the time of promotion on the basis of seniority subject to fitness, as furnished by the Department of Defence Production, is indicated below:—

Year	Group 'C'	Group 'D'
1978	10	—
1979	19	17
1980	40	5
TOTAL	69	22

2.48. During evidence the Committee wanted to know the reasons for such a large number of supersessions and enquired whether the permission of the Ministry was taken before supersession took place and whether any training had been given to the persons who had been superseded. The representative of the Ordnance Factory Board informed the Committee as under:—

“The Ministry is not required to be consulted on this. For every promotion we have the DPC where the rules are laid down and we follow those rules.”

2.49. In reply to a further question the representative of the Ordnance Factory Board stated that there were a number of reasons for supersession and one of the reasons was that if a man was under disciplinary action during that period, he was not entitled to promotion.

2.50. A statement showing particulars of Scheduled Caste/Scheduled Tribe employees who were superseded during the year 1978, 1979 and 1980 with reasons for their supersession and the total number of non-Scheduled Caste/Scheduled Tribe employees superseded during that period as furnished by the Department of Defence Production is at Appendix—III.

2.51. The Committee are distressed to note that as many as 69 Scheduled Caste and Scheduled Tribe employees in Group 'C' and 22 in Group 'D' had been superseded during 1978 to 1980. The Committee consider it to be indicative of the fact that the prescribed relaxations and concessions have not been given to Scheduled Caste and Scheduled Tribe employees. The Committee would like the Ordnance Factory Board, to examine what further relaxations/concessions should be given to Scheduled Castes and Scheduled Tribes so as to avoid their supersession in future promotions. They would also like the Ordnance Factory Board to make concerted efforts to help the Scheduled Caste and Scheduled Tribe employees to improve their performance with a view to become eligible for higher posts by imparting to them specialised in-service training etc. The Committee have no doubt that if a sympathetic approach is adopted towards Scheduled Caste and Scheduled Tribe employees, such a great number of supersessions can be avoided in future. The Committee also recommend that no Scheduled Caste/Scheduled Tribe employee should be superseded without first giving him in-service training and without the approval of the Department of Defence Production.

F. Dereservations

2.52. In a note submitted to the Committee, it has been stated that dereservation of vacancies reserved for Scheduled Castes and Scheduled Tribes are resorted to only as a last step when suitable Scheduled Castes and Scheduled Tribes candidates are not available after all prescribed steps are taken to locate the Scheduled Castes and Scheduled Tribes candidates. The proposal for dereservation of reserved vacancies are forwarded to Ministry of Defence in the Prescribed Proforma. On receipt of the dereservation proposals duly approved by the Ministry, the vacancies are filled by general candidates and the reservations are carried forward to subsequent 3 recruitment years.

2.53. The dereservation of vacancies in different categories of posts made during the years 1976 to 1980 in the Ordnance factories and O.F.B. Headquarters are stated to be as under:—

Year	No. of vacancies dereserved
1976	23
1977	31
1978	39
1979	21
1980	41
TOTAL	155

2.54. The break-up of 155 posts de-reserved in Group A, B, C and D is stated to be as follows:

Group 'A'	67
Group 'B'	2
Group 'C'	51
Group 'D'	35
TOTAL	155

2.55. Asked to state the reasons for dereservation of such a large number of vacancies, the Committee have been informed that the main reason for resorting to dereservation of vacancies is due to non-availability of suitable candidates belonging to Scheduled Castes and Scheduled Tribes for which the vacancies are reserved after taking all effective steps to locate them. Dereservation is resorted to as a last measure only when the vacancies could not be kept unfilled for a long time in the interest of work. The decision to dereserve the vacancies is taken at the level of the Department of Defence Production.

2.56. Asked what remedial measures should be taken to avoid dereservation, it has been stated that the only remedial measures is to find suitable candidates available so that the reserved vacancies can be filled up as per the reserved quota. At the initial stage of recruitment it will be ensured that the required number of Scheduled Castes and Scheduled Tribes candidates are taken in so that it will serve as a feeder cadre for

the higher grades and thereby it would avoid dereservation to a large extent.

2.57. Asked whether the Social Welfare Department of the concerned State Government and Scheduled Castes and Scheduled Tribes Associations are contacted to sponsor suitable candidates for Class III and Class IV posts before resorting to de-reservation, the Committee have been informed that before a proposal for dereservation is floated, all steps including contacting Social Welfare Department and the Scheduled Castes and Scheduled Tribes Associations are taken by endorsing copies of the open Advertisement to these agencies for sponsoring suitable candidates.

2.58. During the course of evidence, when the Committee asked as to who examined the proposals for de-reservation of vacancies, the representative of the Department of Defence Production informed the Committee as follows:—

“The proposals for dereservation are received in the Ministry. We have the Check-list of 12 points prescribed by the Department of Personnel and the proposals which come to us from the OFB are examined by the Director (PA) who is the Liaison Officer at the Ministry level with the help of the four under Secretaries who have been shown in the list submitted to the Secretariat. After we are satisfied, the necessary permission is given for dereservation.”

2.50. The Committee are unhappy to note that a large number of reserved vacancies have been dereserved in various grades during the last five years (1976 to 1980) and the process of dereservation of reserved vacancies has been constantly on the increase. The Committee are basically opposed to dereservation of vacancies reserved for Scheduled Castes and Scheduled Tribes, but they expect that when dereservations become inevitable, the procedure laid down by the Department of Personnel for dereservation of vacancies should be strictly followed. The Committee hope that the Department of Defence Production will review this situation and if necessary, issue fresh instructions to all concerned so that dereservations are avoided as far as possible.

2.60. The Committee are perturbed to find that even in Group C & D, 51 and 35 vacancies respectively had to be dereserved during the above period for want of suitable SC/ST candidates. The Committee recommend that concerted and repeated efforts should be made to locate suitable SC and ST candidates to fill the reserved vacancies before resorting to dereservations. The Ordnance Factory Board and Ordnance Factories should strengthen their publicity drive and find out ways and means to establish close contacts with as many SCs & STs as possible and the Organisations

connected with their welfare. Also special recruitment teams should be sent to areas of Scheduled Castes/Scheduled Tribes concentrations to establish direct contact with them to increase their intake in services.

G. Departmental recruitment Committees/Selection Boards.

2.61. In a Note submitted to the Committee, it has been stated that a representative of SC/ST is invariably included in the various Selection Committees set up for recruitment.

2.62. Asked about the composition of the Selection Committee for various categories, the Committee have been informed that the Selection Committee is generally composed of the General Manager or Manager/Deputy Manager or equivalent rank as Chairman and an Assistant Manager as Member. A Labour Officer is also included in case of recruitment in the industrial grade. The Committee includes one Member from the SC/ST.

2.63. During evidence the Committee wanted to know whether any member of Scheduled Caste/Scheduled Tribes was included in DPC and whether there had been any occasion when the Chairman of the DPC belonged to the Scheduled Caste/Scheduled Tribe community. The Secretary, Department of Defence Production stated that DPC and all selection Boards did have Scheduled Caste/Scheduled Tribe Members. The level of the Selection Board was prescribed for different kinds of posts. It was just not possible to include a Scheduled Caste officer in the Board if he was not of that level. The representative of the Ordnance Factory Board further explained that in case a Scheduled Caste Officer was not available in the factory, Scheduled Caste/Scheduled Tribe Officer from the another factory was included in the DPC.

2.64. The Committee note that one member belonging to SC/ST community is included in the Selection Committees set up for recruitment. The Committee trust that in all Selection Committees and DPCs a Member belonging to SC/ST community will be included invariably with a view to instill confidence in the SC/ST employees. In case a Scheduled Caste/Scheduled Tribes officer of the required status is not available in a particular Ordnance Factory, A Scheduled Caste/Scheduled Tribe officer from another Ordnance Factory or from another Department of Central/State Government should be associated with the Selection Committee so that the service interests of persons belonging to these communities are adequately safeguarded.

H. Deputation

2.65. Asked about the number of deputationists working in OFB and Ordnance Factories at present and the number of SC/ST among them, the Committee have been informed that there are 26 deputationists now working in OFB and none of them belongs to SC/ST community.

2.66. Asked whether any of the deputationists had been regularised and absorbed permanently during each of the last 3 years the representative of the Ordnance Factory Board replied in the negative.

2.67. During evidence when the Committee pointed out that the Ministry could get persons on deputation also from P & T Board/Railway Board etc. and there was no dearth of suitable persons to serve on the Ordnance Factory Board; the Secretary, Department of Defence Production stated as follows:

"The fact of the matter is that the Ordnance Factory Board consists of members at the Senior level manned by the Members of the Ordnance Factory themselves. There is a specific service to man the management posts of the Ordnance Factories. It would be only rarely and in the areas of Security and so on where we take people from the army. Even in the P & T Board and Railway Board, for their top security posts, officers are taken from the Defence or the Police generally. They do not take people from anywhere else."

2.68. Regarding the suggestion to take persons belonging to Scheduled Castes and Scheduled Tribes on deputation to man higher posts in the Ordnance Factory Board, the Secretary, Department of Defence Production stated during evidence as under:

"The facts speak for themselves. The data that has been given, shows that improvement had taken place in the last thirty years. I thought we would come to that later. You said we had not given enough attention to Scheduled Castes and Scheduled Tribes in Ordnance Factories. If you look at the figures, you will see that in the last ten years, there has been a tremendous improvement, so far as reaching top position is concerned there are certain problems which have been mentioned in reply to the questions. The position has improved and there is no

doubt at all that in course of time, not before long, there would be a Scheduled Caste member of the Service who will go up to the Board level. But, it will take a little time.'

2.69. The Committee note with concern that out of the 26 deputationists working at present with the Ordnance Factory Board, none belongs to Scheduled Caste/Scheduled Tribe community. The Committee would like to emphasise that even though there is no reservation in case of deputation posts, the Ordnance Factory Board Organisation should have sympathetic attitude towards Scheduled Caste/Scheduled Tribe employees who want to come on deputation from other Departments or want to go on deputation to other Departments from the Ordnance Factories. In either case, the claims of Scheduled Caste/Scheduled Tribe employees should not be ignored on the plea that there is no reservation in vacancies filled by deputation.

CHAPTER III

A. Staff strength and shortfalls

3.1 It has been stated that the total staff strength of employees in Ordnance Factory Board Organisation and in the Board Headquarters and the percentage of posts filled by Scheduled Castes and Scheduled Tribes as on 1-1-1981 is as under:—

Category of Posts	Total No. of employees	O.F.B. ORGANISATION				Shortfalls (in numbers)	
		No. SCs	of STs	Percentage SCs	Percentage STs	SCs	STs
Class I	1072	82	8	7.63	0.74	79	72
II	88	10	1	11.03	1.13	2	5
III	61500	10954	1333	17.80	2.15	—	3254
Excluding Sweepers)	70463	16224	4720	23.01	6.63	—	700
IV (Sweepers)	3091	2449	11	79.22	0.35	—	221
		O.F.B. HEADQUARTERS					
II	88	10	1	11.03	0.13	2	5
III	735	78	12	10.06	01.06	34	43
IV (Excluding sweepers)	210	44	18	20.00	08.00	—	—
IV (Sweepers)	16	13	—	81.00	—	—	—

3.2 The staff strength of Ordnance Factory Board Organisation and the percentage of posts filled by Scheduled Castes and Scheduled Tribes as on 1-1-1970 was stated to be as under:—

Category of posts	Total No. of posts	No. SC	of ST	Percentage		Shortfall	
				SC	ST	SC	ST
Group 'A'	762	21	—	2.8	—	12.2%	7.5%
Group 'B'	121	2	—	1.8	—	—	7.5%
Group 'C'	37,488	2,653	197	7.1	6	7.9%	6.9%
Group 'D' (excluding Sweepers)	92,060	19,947	3,699	21.4	4.1	—	3.4%
Group 'D' (Sweepers)	2,700	1,994	—	72	—	—	7.5%

Note . OFB Headquarters was not functioning separately.

3.3. Asked to state the details of the categories of posts for which trained and qualified Scheduled Caste/Scheduled Tribe candidates are not available, the Committee have been informed that generally it is found that qualified and trained Scheduled Caste/Scheduled Tribe candidates are not available in the posts like Compounders, Nurses, Matrons, Stenographers, Chemical/Metallurgical Supervisors, Draughtsmen, skilled industrial workers.

3.4. With regard to steps taken or proposed to be taken to overcome the difficulties it has been stated that since the local Employment Exchange generally is not able to sponsor these candidates, open advertisement is resorted to with copies endorsed to different recognised Scheduled Caste/Tribe Associations. The Scheduled Caste/Tribe Directorate of the State Government is also approached to locate suitable candidates. Announcement is also made on the AIR.

3.5. In reply to a question whether any special recruitment for Scheduled Caste and Scheduled Tribe candidates has been resorted to during the last three years DGOF and if so, how far it had helped to wipe out the shortfalls in different categories of posts, it has been stated that separate recruitment for Scheduled Caste and Scheduled Tribe candidates were resorted to by way of open advertisement after receipt of non-availability certificate from the Employment Exchange. But it was found that in majority of the cases the quota could not be filled up completely as the response against the open advertisement had been poor.

3.6. Asked whether there is any proposal to hold ad-hoc or special recruitment for Scheduled Caste/Scheduled Tribe candidates to wipe out the shortfalls, it has been stated that special recruitment for Scheduled Caste and Scheduled Tribe candidates is resorted to whenever the Employment Exchanges are not able to sponsor candidates and forward the non-availability certificates.

3.7. In reply to a Committee's query whether any special recruitment teams have been sent to Scheduled Tribe areas to recruit suitable Scheduled Tribe candidates for Class III and IV posts to wipe out the shortfalls, it has been stated that as per the existing Government instructions recruitment is done only from the candidates sponsored by the Employment Exchange. Therefore, special recruitment teams have not been sent to Scheduled Tribe areas to recruit Scheduled Tribe candidates.

3.8. In reply to a question whether assistance of Director, Tribal Welfare has been sought in locating Scheduled Tribe candidates for Class III and Class IV posts, it has been stated that in a number of cases the assistance of Director, Tribal Welfare of the respective States has been sought for locating Scheduled Tribe candidates.

3.9 Asked to give the details of Newspaper and other media through which vacancies for Scheduled Castes and Scheduled Tribes are publicised the Committee have been informed that as per the existing rules on the subject, open advertisements are done through DAVP who publishes the advertisements in a number of Newspapers. Besides, in some cases the vacancies are announced in the local All India Radio. Wide Publicity is also given by way of issuing Factory Orders in the factory and circulating the vacancies to all sister Ordnance Factories. The copy of the advertisement is also endorsed to recognised Scheduled Caste and Scheduled Tribe Associations for assisting in locating the suitable candidates.

3.10 When asked if Industrial Training Institutes and other technical institutions have ever been contacted for getting Scheduled Caste and Scheduled Tribe candidates for various posts in Ordnance Factories reserved for them, it has been stated that as per existing instructions, all recruitments are made through the Employment Exchange and the I.T.I. candidates are sponsored through them.

3.11 Asked to give details of the posts where the shortfall exists and the main reasons thereof, the Committee have been informed that Group A posts are filled through UPSC by advertisement/open competitive examination. Therefore, the organisation has no control over the shortfalls.

In case of filling up of Group B posts, the position is same as above.

In case of Group C posts, the shortfall is mainly in the specialised trades like Stenographers, Nurses, Compounders, Technical Supervisors, Draughtsman, Matron etc. where the availability of such specially qualified candidates among Scheduled Castes and Scheduled Tribes is very less.

In case of Group D Posts the shortfall is mainly in the factories situated in those States/areas/regions where the Scheduled Caste and Scheduled Tribe candidates are not residents and, therefore, not easily available.

3.12 Asked what concrete steps should be taken to improve the representation of Scheduled Castes and Scheduled Tribes in services, it has been stated that in order to improve the situation, it is necessary that training schemes for Scheduled Castes and Scheduled Tribes in the specialised posts may be introduced in order to make sufficient Scheduled Caste and Scheduled Tribe candidates available for these posts.

3.13. Asked how much time would be needed to make up the shortfall in the representation of Scheduled Castes and specially Scheduled Tribes in the O.F.B. organisation, the Committee have been informed that all efforts required to locate these candidates are being made. However, the response has not been satisfactory. Therefore, it cannot be indicated as to when the

shortfall could be completely wiped out unless sufficient number of trained Scheduled Caste/Scheduled Tribe personnel are available.

3.14 In a note furnished to the Committee it has been stated that the main reason for shortfall in the employment of Scheduled Caste/Scheduled Tribe candidates is non-availability of such candidates. It has been further stated that "in some cases, the candidates, even though apply do not attend the test/interview. Having been selected for the post many of them even do not join after the appointment was offered to them. Many of them leave job after joining for a short period thereby leaving the vacancies unfilled."

3.15 When it was enquired how many Scheduled Caste and Scheduled Tribe candidates who had been selected and offered appointments during the last three years had not joined or had left the jobs after having served for a short period, the following information has been furnished to the Committee:—

Category of Posts	No. of SC/ST Candidates did not join having been selected	No. of SC/ST Candidates left the job having served for a short period
Group 'C'	68	38
Group 'D'	33	34

3.16 When asked whether any study had been made to find out as to why Scheduled Caste and Scheduled Tribe candidates do not join after having been selected or leave after serving for a short period, it has been stated that a study on this has not been made. However, it is found that the main reason of the Scheduled Caste/Scheduled Tribe candidates not joining or not sticking to the job is that there is a general shortage of these candidates. Generally it is found that they prefer to serve nearer to their native place. Since employment opportunities for them are more, they leave the job whenever they get a better opportunity.

3.17 During evidence when the Committee desired to know the reasons for shortfalls as indicated in para 3.2, the Secretary, Department of Defence Production stated:—

"This shortfall was notional and on the basis of actual strength at a point of time. Now the Ordnance Factories have a history of 100 years, whereas the reservations began in 1952. This is

not total actual roster shortfall but this is the shortfall on the basis of number of total employees in different categories. So this shortfall is not a technical or legal shortfall but just an overall view of the employees' position in the Ordnance Factories with reference to norms of reservation."

3.18 When the Committee wanted to know whether any recruitment teams were ever sent to areas of concentration of Scheduled Caste/Scheduled Tribe population for on-the-spot recruitment and also whether efforts were ever made to contact technical institutes, ITIs/colleges to get Scheduled Caste/Scheduled Tribe candidates for technical categories of posts, etc. the Secretary, Department of Defence Production stated that for certain categories, the procedure required that they had to go through the employment exchanges. The representative of the Ordnance Factory Board further stated that in such cases normally they advertised the posts and they also sent information to all the members of the staff belonging to Scheduled Castes/Scheduled Tribes. Once the employment exchange gave clearance stating that they could not provide candidates, then open advertisement was resorted to. Earnest efforts were being made to inform all concerned.

3.19 As regards sending of recruitment teams to areas of Scheduled Caste/Tribe concentration for making on-the-spot recruitment, the Secretary, Department of Defence Production stated that they would certainly try it out.

3.20 When asked how much time would be needed to improve representation of Scheduled Caste and Scheduled Tribes in different categories of posts, the Secretary, Department of Defence Production stated:—

"If we are to take a look at the trend in the last 10 years, I find it encouraging. I have no doubt at all that in the next few years, they would not only cover the gaps existing today but improve upon it. In the case of tribal areas, where they are not far away from the location of factories and where there is a potential employment, certainly, we will make an effort to see that these people are recruited."

3.21 The Committee pointed out that it had been stated that candidates for the posts like Compounders, Nurses, Matrons, Stenographers, Chemical/Metallurgical Supervisors, Draughtsmen, skilled industrial workers were difficult to find out and wanted to know whether they had also tried to get these candidates from ITIs, Engineering Colleges/institutes etc. to fill up the required quota. The representative of the Ordnance Factory Board stated that the fact was wherever the candidates might be, they had to

come through the Employment Exchange of their area. He further submitted that the Employment Exchange had been requested to draw candidates from other Employment Exchanges in their own State and in some cases that system had been satisfactory.

3.22 The Committee pointed out that in order to wipe out the shortfalls in certain categories of posts for which suitable Scheduled Caste/Scheduled Tribe candidates were not available, some training centres should be opened where Scheduled Caste/Tribe candidates could be trained. They also felt that in case sincere efforts were not made to find suitable candidates in categories of posts like stenographers, nurses, compounders etc., the representation in these categories was not going to improve. The Secretary, Defence Production informed the Committee that they had about 1-1/2 lakh employees on the pay roll and out of that, a shortfall of about 250—300 persons was not a big thing. He further stated that there were 92 stenographers in Group 'C' working in different ordnance factories located in different areas and it was very difficult to set up training centres for such small numbers. He assured the Committee that they would analyse the position category-wise and would do whatever was possible so that within a year or so shortfalls in all categories were wiped out.

3.23. Asked to furnish a detailed note on the representation of Scheduled Castes and Scheduled Tribes working in Ordnance Factory Board and Ordnance Factories and the various measures taken by the management to fulfil the required reservations, the Department of Defence Production, in written note have stated:

Ordnance Factory Organisation is a premier Industrial Organisation in the country with 33 Ordnance Factories employing a work force of nearly 1.5 lakhs. Out of 33 Ordnance Factories in existence today, as many as 17 days back to the Second World War or before. In fact three of these factories are more than 100 years old. We are aware that as an employer of such a work force spread over many States in the Country, this organisation has an added responsibility to ensure that the policies on reservation are implemented.

Since the rules regarding reservation for Scheduled Castes and Scheduled Tribes were formulated in the year 1953 the work force in majority of Ordnance Factories in existence at that time did not contain any appreciable content of Scheduled Caste/Tribe employees. It is due to this reason that the overall percentage of Scheduled Caste and Scheduled Tribe employees today gives some what distorted picture of the efforts made by the Organisation in implementing the governmental policies on this issue particularly in promotional grades.

However, an analysis of the percentage of Scheduled Caste/Scheduled Tribe employees in the year 1970 and the corresponding figures relating to the year 1980 to the total strength excluding the pre-1953 entrants will give an idea to the tremendous improvement that has taken place in the placement of Scheduled Castes and Scheduled Tribes in the organisation. A tabular statement in this regard is given at Appendix.

It would be seen from the statement that while on 1-1-70 the number of Scheduled Caste employees was 2653 out of a total work force of 16,488 in Group 'C' category, the corresponding figures on 1-1-80 are 10,954 out of a total of 53,000. It will thus be seen that the percentage of Scheduled Caste employees to the total work force in Group 'C' has gone up from 16 to 20.7 per cent during that period.

In Scheduled Tribe category, the number was 197 out of a total work force of 16,488 in Group "C" on 1-1-70 whereas the corresponding figures as on 1-1-81 are 1333 against a total work force of 53,000. Thus, the percentage of Scheduled Tribe employees has increased from 1.2 per cent to 2.5 per cent, an increase of 200 per cent during the corresponding period. In Group 'D' the percentage of Scheduled Caste employees has gone up from 33 per cent to 36.3 per cent and in Scheduled Tribe category from 6.1 per cent to 10.3 per cent.

While the position has greatly improved, we are not complacent as we are aware that a lot of lee-way is still to be made in order to meet the required percentage in some categories. No effort, therefore, is being spared in increasing the intake of Scheduled Castes and Scheduled Tribes so that we can meet the target. The Study Group of the Parliamentary Committee which visited some of the Ordnance Factories have made some valuable suggestions in wiping out of the shortfalls. Based on the suggestions we have already started taking corrective steps.

The following steps are taken for effective control of the implementation of the policy on reservation for Scheduled Castes and Scheduled Tribes:—

- (i) The Scheduled Caste/Scheduled Tribe Cells under the control of Liaison Officers have started functioning in all the factories to monitor the activities of the factory for implementation of the reservation orders prescribed by the Government.
- (ii) There is a Liaison Officer at Ordnance Factory Board Headquarters who inspects the rosters maintained in the factories periodically and co-ordinates the activities of the factories in this regard. He also reviews the progress of work done in the factories and gives guidance regarding the procedure to be followed.
- (iii) As suggested by the Committee, it has been decided to call quarterly meeting of the Liaison Officers of the factories.

To locate Scheduled Caste/Scheduled Tribe candidates the following steps are taken:—

- (i) A separate demand on the Employment Exchange is placed for sponsoring the required candidates.
- (ii) On receipt of the non-availability certificate from the Employment Exchange the posts are advertised.
- (iii) Copies of advertisement are endorsed to the recognised Scheduled Caste/Scheduled Tribe Associations and State Tribal Welfare Directorates.
- (iv) Wide publicity is given by way of announcement in the A.I.R. and publication of Factory order.
- (v) At the time of selection, relaxations as prescribed by the Government in respect of age, qualifications, experiences and suitability etc. are notified and given effect to so that the required number of reserved candidates are taken.

3.24 The Committee are perturbed to note that the various steps listed by the Department of Defence Production for improving the representation of Scheduled Castes and Scheduled Tribes in Ordnance Factory Board Organisation and Ordnance Factory Board Headquarters did not yield the desired results. To Committee these measures appear to be only routine things which cannot be considered as special efforts on the part of the management. The Committee strongly feel that sincere and concerted efforts will have to be made to improve the representation of Scheduled Castes and especially Scheduled Tribes in all categories of posts in Ordnance Factory Board Organisation and Board Headquarters and the concerned authorities should follow a time-bound programme to achieve this objective.

3.25 The Committee need hardly stress that in order to improve the intake of Scheduled Tribe candidates in different categories of posts in Ordnance Factory Board organisation, special recruitment teams should 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 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 avail of the benefits intended for them.

3.26 The Committee also recommend that the Ordnance Factory Board Organisation and the Board Headquarters should maintain close liaison with the Tribal and Social Welfare Department of the concerned States for getting their assistance in locating suitable Scheduled Caste and Scheduled Tribe candidates particularly for the various technical posts for which there is difficulty in finding suitable Scheduled Caste and Scheduled Tribe candidates. The Committee feel that if the State Department of Social Welfare/Tribal Welfare do not give a helping hand in locating Scheduled Caste and Scheduled Tribe candidates, the matter should be pursued as the highest level with the State Government concerned. This will pin point the lapses on the part of officials of the State Government who will ultimately realise their duty and obligation towards the down-trodden section of society.

3.27. From the perusal of/comparative figures of the total staff strength and percentage of Scheduled Caste/Scheduled Tribe employees among them in Ordnance Factories Organisation in 1970 and 1980 excluding the pre-1953 entrants, the Committee appreciate the efforts made by the Organisation for effecting improvement in the representation of Scheduled Castes and Scheduled Tribes during the last ten years. The Committee, however, feel that the Administration of O.F.B. should not feel complacent as lot of lee-way has still to be made in order to achieve the required percentage in various categories of posts. The Committee, therefor, desire that all-out efforts should be made by the Ordnance Factories Board Organisation to increase the intake of Scheduled Castes and Scheduled Tribes so that the existing shortfalls could be wiped out as early as possible.

B. In-Service Training and Apprenticeship Training Scheme

3.28 In a note furnished to the Committee it has been stated that there are arrangements in the Ordnance Factory Board Organisation for in-service training for various categories of employees where the interests of Scheduled Caste/Scheduled Tribe employees are looked after.

3.29 Asked to give details of the in-service training imparted to various categories of employees, the Committee have been informed that in-service training is being given to following categories of employees:—

- (i) Un-skilled Workmen of Ordnance Factories.
- (ii) LDCs
- (iii) Supervisors/Chargemen Gr. II (Tech) promoted from Workmen.
- (iv) Supervisors/Chargemen Gr. II promoted from Workmen (Leather) & (Clothing).

- (v) Promotee Supervisors/Chargemen Gr. II (Chemicals),
- (vi) Promotee Supervisor_s (Non-Technical).

3.30 Asked whether each Ordnance Factory has its own arrangements for imparting in-service training, the Committee have been informed that apart from the in-service training scheme, the factories have their own training schemes also.

3.31 Asked what special steps are taken to improve the technical skills of Scheduled Caste/Tribe employees so as to bring them up to the required standard, the Committee have been informed that the Scheduled Caste/Scheduled Tribe employees are represented in the general training programmes along with others. However, based on the advice of the Study Group of the Parliamentary Committee, an in-service training scheme for the Scheduled Caste/Scheduled Tribe employees is under consideration.

3.32 Asked to furnish details about the number of Scheduled Caste/Scheduled Tribe employees given in-service training during each of the last three years, the Committee have been informed that Scheduled Caste/Scheduled Tribe employees get equal opportunity along with others in getting in-service training. However, the required figures are not available as they are not separately kept.

3.33 In reply to a question, the Committee have been informed that the duration of the training courses conducted:—

- (a) 3 months for unskilled Workmen.
- (b) 4 weeks for other courses.

3.34 During evidence, in reply to a question, the Secretary, Department of Defence Production stated that there are two types of in-service training. One is meant for the experienced employees who have put in four to five or ten years of service. The other relates to the period immediately after recruitment. At the time of induction, certain people are weak in certain areas; then they would be given a short-term training or some kind of a programme would be put through, so that they do not develop a complex of any kind that they have come by relaxation of standards.

3.35 During evidence referring to the point that Scheduled Caste and Scheduled Tribe employees got equal opportunities alongwith others in getting in-service training, the Committee wanted to know what extra benefits were given to the Scheduled Caste and Scheduled Tribe employees

after they had completed the in-service training. The Secretary, Department of Defence Production informed the Committee as follows:—

“It is clear that where the in-service training is given, there is no discrimination. We can collect the statistics, but collecting statistics may be an infructuous exercise. When the training schemes are intended to upgrade the levels of all the employees in a particular trade there is no discrimination. What I am saying is that they are taken care of fully. They are all treated equal after the training. So far as in-service training is concerned, there is no lacuna at all.”

3. 36. Referring to the proposal to have exclusive inservice training for Scheduled Caste and Scheduled Tribe employees, the Committee during evidence wanted to know when that proposal would take shape. The Secretary, Department of Defence Production stated:

“Each General Manager is concerned with the upgrading of levels. If a new equipment is there, all people concerned are put for training, whether they are general category or Scheduled Tribes and Scheduled Castes. It is not institutionalised on an all-India basis, but it is left to the local managers. In addition, at the stage of recruitment when we are doing it through relaxation of standards, at that stage an element of upgradation is required. This is what we are working out now. The guidelines will be prepared in three or four months.”

3.37. Asked to state if there is any Apprenticeship Scheme under the Apprentices Act in the Ordnance Factories, the Committee have been informed that under Apprentices Act, Ordnance Factories are recruiting (i) Trade Apprentices (ii) Graduate and Diploma Holder Engineering Apprentices. Recruitment is made annually.

3.38. Asked to state how many Apprentices were trained during the last three years and how many out of them belonged to Scheduled Caste/Scheduled Tribe, the Committee have been furnished with the following details:

Year	Total No. recruited and trained	No. of Apprentices belonging to	
		SC	ST
1978	808	144	21
1979	858	126	12
1980	959	142	19

3.39. Asked whether all the Apprentices, after successfully completing the training are absorbed in the technical posts in Ordnance Factories, it has been stated that under the Apprentices Act, 1969, Apprentices, on satisfactory completion of their training, are neither under obligation to serve the organisation which had organised/imparted training to them nor the organisation is bound to offer them employment. All efforts are, however, made to absorb the qualified apprentices in the Ordnance Factories.

3.40. During evidence, in regard to the Apprenticeship Scheme, the Committee referred to the figures for the years 1978, 1979 and 1980 and wanted to know as to why the number of Scheduled Caste/Scheduled Tribe Apprentices was going down. The Secretary, Department of Defence Production stated:

“I think the number is going up. This is something in which there is no way of controlling. The positive way of using the apprentices is putting them in the Ordnance Factories. Here, we are actually putting them to training and at the same time giving them a job. This is the one area in the country where apprenticeship scheme is working well.”

3.41. The Secretary, Department of Defence Production assured the Committee that they would certainly try to increase the number of Scheduled Caste and Scheduled Tribe apprentices under the Apprenticeship Scheme.

3.42. The Committee are glad to note that the suggestion made by their Study Group that in-Service training programmes should be arranged exclusively for Scheduled Caste/Scheduled Tribe employees to improve their technical skills is under consideration of the Department of Defence Production. The Committee would like to be apprised of the final outcome in this regard.

3.43. The Committee note that Trade Apprentices and Graduate and Diploma Holder Engineering Apprentices are recruited annually in the 4190 L.S.—4

Ordnance Factory Board Organisation. Though there is no statutory obligation on the part of the Ordnance Factories to absorb all the trained apprentices yet the Committee strongly recommend that all out efforts should be made to absorb as many trained apprentices belonging to Scheduled Castes and Scheduled Tribes as possible in the Ordnance Factories with a view to improve their representation in the technical categories and to wipe out the shortfalls.

3.44. The Committee need hardly stress that while recruiting apprentices for various trades in Ordnance Factory Board Organisation, the interests of Scheduled Castes and Scheduled Tribes will be kept in view and sufficient number of Scheduled Caste and Scheduled Tribe apprentices will be recruited so that their percentage to the total number does not decline.

CHAPTER IV

MISCELLANEOUS MATTERS

A. Redressal of Grievances of Scheduled Castes and Scheduled Tribes

4.1. It has been stated in a note furnished to the Committee that there is a well laid-down machinery for redressal of grievances of employees through which Scheduled Caste/Tribe candidates get redressal. The Scheduled Caste/Tribe employees are free to represent their grievances to the General Manager who promptly looks into them and takes appropriate action to get redressal of their grievances. In factories, there are Labour Officers to whom the employees approach for redressal of grievances. Besides, a grievance redressal register is maintained where the individuals' grievances are noted down by the Head of the Section who immediately looks into their grievances and takes appropriate action.

The grievances of the Scheduled Caste/Tribe employees are redressed through the Scheduled Caste/Tribes Cell also under the control of a Liaison Officer. On receipt of a complaint either verbally or through representation the same is promptly looked into and action as considered necessary is taken and the individual is informed accordingly.

4.2. The Committee have been informed that the Headquarters Office is maintaining a Complaint Register. Complaints are always entertained and promptly looked into for redressal. However, no record is maintained in some factories. On the advice of the Study Group of the Parliamentary Committee on the Welfare of Scheduled Castes and Scheduled Tribes, all the factories have been advised to open a complaint register for redressal of grievances. However, on the basis of available records 123 complaints were received and processed during the last three years and no complaint is pending.

4.3. Regarding nature of complaints it has been stated that the complaints generally pertain to service matters like promotion, transfer etc. and welfare matters.

4.4. During evidence when the Committee pointed out that some of the unions meant exclusively for Scheduled Castes/Scheduled Tribes had been taking up their cases for the redressal of their grievances, the Secretary, Department of Defence Production stated as follows:

"The Government policy is not to accept any representation on the basis of caste or community. So, such unions and associations

are not recognised for any purpose. But all other forms or redressal of grievances are available to the employees."

4.5. The Committee asked whether in the event of some punishment being awarded to a Scheduled Caste/Tribe employee, his case was referred to the General Manager for approving the action proposed to be taken. The Secretary, Department of Defence Production stated as follows:—

"In the Ordnance Factories the general procedure is that there is the Appeal and Discipline Rules. If it is a severe punishment, it can be imposed only by the appointing authority, which is the General Manager, Maha Prabandhak. The appeal lies to the Director-General of Ordnance Factories. These remedies are available in the case of miscarriage of justice."

4.6. The Committee have been suggesting time and again that the organisations, which have bulk of employees belonging to Scheduled Caste and Scheduled Tribe communities, should have a proper system of receiving and recording complaints from them. The Committee regret that in spite of their repeated recommendation, no separate complaint registers had been maintained in the Ordnance Factories. It was only in October 1981, when a Study Group of the Committee visited a few Ordnance Factories and made a suggestion in that regard, the instructions were issued by the Ordnance Factory Board Headquarters for the opening of complaint registers. The Committee need hardly stress that to instil confidence amongst the employees of the weaker sections, it is essential to have a foolproof system for registering their complaints/representations and recording the action taken on those complaints/representations. The Committee would also like the Liaison Officers in the Ordnance Factories and the Liaison Officer of the Ordnance Factory Board to examine these complaint registers during the course of their inspections with a view to ensure prompt disposal of complaints/representations received from the Scheduled Caste and Scheduled Tribe employees. They would also suggest that periodical analysis of the nature of complaints received in each Ordnance Factory should be made and if it is found that majority of complaints related to a particular aspect, steps should be taken to eliminate that.

4.7. The Committee also suggest that annual reports should be submitted by Ordnance Factory Board to the Department of Defence Production in this regard.

B. Housing facilities

4.8. In a note submitted to the Committee, Department of Defence Production have stated that housing facilities are provided to all employees in general according to the allotment rules as prescribed by the Government where the interests of Scheduled Caste/Scheduled Tribe employees are also looked after.

4.9. Asked whether there is any reservation for Scheduled Caste/Tribe employees in allotment of residential quarters, the Committee have been informed that as per the existing instructions no reservation is given to Scheduled Caste/Scheduled Tribe employees for allotment of quarters.

4.10. Asked to give details about residential quarters of various types available at Headquarters and what percentage thereof has been reserved for Scheduled Caste and Scheduled Tribe employees working in the offices of DGOF/Addl. DGOF, the Committee have been informed that the residential accommodation for OFB Headquarter is provided by the Estate Manager, Calcutta, from the General Pool of quarters under the Ministry of Works, Housing and Supply. Ordnance Factory Board has no quarters under it.

4.11. During evidence, when the Committee asked why there was no reservation for Scheduled Caste/Tribe employees in the allotment of residential quarters, the Secretary, Department of Defence Production stated:

“Reservation in allotment of quarters is not provided for in the rules. Allotment of quarters depends upon the availability. In order to increase the generally availability of quarters we have provided very substantial sums during the Sixth Plan for the construction of quarters. The allotments are made on the basis of length of service. There has not been any perceptible dissatisfaction on this ground. I do not think it is a major problem.”

4.12. Elucidating the point further, the witness stated:

“The general practice in allotment of quarters is merit. Merit in this case is length of service. It is possible that in certain situation we have 400 Scheduled Caste and Scheduled Tribe employees and there may be 200 houses. If you put the restriction on the number to be reserved, then the people who are likely to get quarters on the basis of seniority, will not get it. So far as Headquarter of the Ordnance Factories is concerned, in Calcutta, we have no houses of our own because there is no factory. There we have to depend upon the accommodation provided by the Ministry of Works and Housing. And they follow their own criteria. For allotment of general pool accommodation from the Ministry of Works and Housing, there is a reservation of 5 per cent for the categories I and II in selected cities. Our actual efforts regarding housing is to give the largest amount of satisfaction to the lowest categories where the Scheduled Castes and Scheduled Tribes by number would

be comparatively very large. To limit it to 5 per cent or 10 per cent would be counter productive. So it may not be in the best interest of Scheduled Castes and Scheduled Tribes. My hunch is that the lower category, to the extent of availability of houses, would be well-off. If, after analysis, we have problems and we find there are certain areas of dissatisfaction, we will certainly see what can be done about this."

4.13. The following statement indicates the positions regarding residential quarters occupied by Scheduled Caste/Tribe employees in Ordnance and Ordnance Equipment Factories as on 1-10-1981:

	No. of quarters available as on 1-1-1981	No. of quarters occupied by SC/ST employees	
Type I	19255	4997	25
Type II	10378	1331	13
Type III	4350	242	5.5
Type IV	1477	90	6
Type V	500	21	4
Type VI	154	12	8

4.14. Asked whether House Building loans are given to Scheduled Caste and Scheduled Tribe employees, the Committee have been informed that House Building loans are given to employees of Ordnance Factory Board Organisation from the grants received from the Ministry of Defence for the purpose. There is no special quota reserved for Scheduled Caste/Tribe employees for such loan. However, they are treated equally along with other employees for grant of such loan.

4.15. The following statement indicates the position regarding sanction of House Building Loans to the Scheduled Caste/Scheduled Tribe employees during the years 1978-79, 1979-80 and 1980-81:—

Year	Total No. of employees sanctioned House building Loan	Total No. of SC/ST employees sanctioned House Building Loan
1978-79	74	15
1979-80	38	2
1980-81	164	11

4.16. The Committee note that though there is no reservation in the allotment of residential accommodation to Scheduled Castes and Scheduled Tribes employees working in the Ordnance Factories and Ordnance Equipment Factories, 25 per cent of the available quarters have been allotted to Scheduled Caste/Tribes employees in Type I and Type II 13 per cent have been allotted to them. The Committee appreciate this gesture on the part of the Ordnance Factories and Ordnance Equipment Factories. They would, however, suggest that looking to the general conditions of living of the Scheduled Castes and Scheduled Tribes a higher percentage of available quarters should be allotted to the employees belonging to the communities.

The Committee also suggest that while sanctioning house-building loans claims of Scheduled Castes and Scheduled Tribe employees should specially be kept in view so that they could be helped to build their own houses and achieve better standard of living. The Committee do not feel happy that during 1980-81 out of 160 employees who were sanctioned house-building loans only 11 employees belonged to Scheduled Castes/Scheduled Tribe communities.

C. Schemes for socio-economic Development of Scheduled Castes and Scheduled Tribes

4.17. During the source of evidence, when the Committee asked whether there are any special schemes in the Ordnance Factories Board Headquarters and Ordnance Factories for the socio-economic development of Scheduled Castes and Scheduled Tribes and whether any scholarships are given to the children of Scheduled Caste and Scheduled Tribe employees, the Secretary, Department of Defence Production stated that they would welcome the suggestions of the Committee in that regard as they were not experts. When the Committee suggested that it would be advisable to adopt the villages in the vicinity of Ordnance Factories for their socio-economic development, the Secretary, Department of Defence Production stated:—

“We have to consider that we often go to totally undeveloped backward areas. There these facilities are freely extended to the people in the surrounding villages and the children from the neighbouring villages are admitted to the schools of Ordnance Factories and medical facilities are also made available to them. We do not have enough resources beyond this. In most areas we need to augment the basic facilities and funds that have become available for the last 20 years are not adequate. We are augmenting housing and educational facilities. This aspect of scholarships will also be kept in view.”

4.18. The Committee recommend that for the socio-economic development of Scheduled Castes and Scheduled Tribes, schemes like giving scholarships for higher/technical studies to the children of Scheduled Caste/Tribe employees working in Ordnance Factories should be introduced. The Committee would like that the villages in vicinity of the Ordnance Factories which are inhabited primarily by Scheduled Castes and Scheduled Tribes should be adopted for their overall development and educational and medical facilities should particularly be extended to such villages as a welfare measure.

NEW DELHI;
March 27, 1982

Chaitra 6, 1904 (Saka)

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

APPENDIX - I

(Vide para 2.10 of Report

YEAR-WISE STATEMENTS IN THE FOLLOWING PROFORMA SHOWING THE RECRUITMENT MADE DURING THE LAST THREE YEARS

Year	Category	No. of vacancies reserved for SCs		No. of vacancies reserved for STs		Total	No. of vacancies reserved for SCs		No. of vacancies reserved for STs		Total	No. of vacancies reserved for SCs		No. of vacancies reserved for STs		Total	No. of vacancies carried forward	
		Actual filled	Carried forward	Actual filled	Carried forward		Actual filled	Carried forward	Actual filled	Carried forward		Actual filled	Carried forward	Actual filled	Carried forward			
		3	4	5	6	7	8	9	10	11	12	13	14					
1978	I	181	17	19	3	22	1	2	3	4	..	18	3					
	II	11	8	1	2	3	1	1	2	2	1	1	1					
	III	1491	1473	5	221	226	49	11	159	285	74	..	85					
	IV (Excluding Sweepers)	3818	4326	30	648	678	35	324	360	809	347	..	13					
1979	IV (Sweepers)	239	211	..	31	31	5	16	31	197	21					
	I	180	24	18	4	22	3	2	5	15	1	7	4					
	II	10	6	1	1	2	1	1	2	2	1	..	1					
	III	1693	1685	68	253	253	85	126	211	204	121	..	80					
IV (Excluding Sweepers)	3661	3498	..	539	539	13	279	292	870	270	..	22						

	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1980														
IV (Sweepers)			1000	1000	20	100	100	80	100	100	100	100	100	100
I			200	200	1	44	44	21	22	43	230	1	1	3
II			10	10	1	1	1	1	1	1	1	1	1	1
I (Sweepers)			100	50	4	6	16	4	5	9	2	2	14	7
II			10	7	1	1	1	1	10	2	1	1	1	1
III (Sweepers)			135	132	1	198	198	80	99	179	177	87	21	92
IV (Excluding Sweepers)			400	400	1	100	100	100	100	100	100	100	100	100
IV (Sweepers)			4007	4107	1	616	616	22	308	330	627	220	110	110
IV (Sweepers)			269	226	1	39	39	39	16	49	202	7	1	42

Appendix II

(Vide para 2.30 of Report)

STATEMENT SHOWING THE TOTAL NUMBER OF EMPLOYEES PROMOTED AND THE NO. AND PERCENTAGES OF SC AND ST RESPECTIVELY AMONG THEM DURING EACH OF THE LAST FIVE YEARS IN RESPECT OF VARIOUS CATEGORIES OF POSTS SEPARATELY

Year	Category	Total No. of employees promoted	No. of SC candidates	Percentage	No. of ST candidates	Percentage
1	2	3	4	5	6	7
1976	I	39				
	II	4	2	50%		
	III	3137	307	10%	33	1%
	IV	2817	462	16%	116	4%
1977	I	188	5	3%	2	1%
	II	7				
	III	3702	452	12%	33	1%
	IV	2609	486	19%	136	5%
1978	I	113	5	4%	1	1%
	II	20	4	25%		
	III	4041	560	13%	58	1%
	IV	3681	670	15%	174	5%
1979	I	130	12	9%		
	II	24	5	21%		
	III	10090	1549	15%	106	1%
	IV	3895	779	20%	234	6%
1980	I	220	6		1	
	II	14				
	III	13901	2199	14%	306	2%
	IV	8806	2120	25%	486	6%

APPENDIX III

(Vide para 2.50 of the Report)

Cases of Supersession in during 1978, 1979 and 1980

Name of the SC/ST employees superseded (whether SC or ST)	Designation and Class of post held by the employee concerned	Designation and Class of post for which considered for promotion	Detailed reasons for supersession as recorded in the minutes of D.F.C.
1	2	3	4
1978 Shri B. B. Indurkar Group (C) (SC)	Supr. 'B' (NT) Class III	Supr. (A) (NT) Class III	"In view of the fact that the individual still to show marked improvement in this performance as supr. 'B' (NT) he having been reverted from Supr. 'A' (NT) to Supr. 'B' (NT) w.e.f. 30-9-75 based on his unsatisfactory performance, DFC III (Fys) is of the opinion that he is not found suitable to be promoted as Supr. 'A' (NT)."
Shri N. A. Wasnik (SC)	Do.	Do.	"He was GDK (SKA, and promoted to Supr. 'B' (NT) Stores) w.e.f. 15-10-70. A perusal of his AGRS" Dossier/Service recorders, reveals that he was involved in a disciplinary case in 1977 as a result of which his pay was reduced by one stage i.e. from Rs. 392/- to Rs. 380/- w.e.f. 20-8-77 with cumulative effect. In view of the imposition of a major penalty and since the penalty still continues, the DFC III (Fys) is unable to recommend his case for promotion at this stage. It is seen from the records that he has now been shifted to another section

where his performance is required to be watched. His case may be reviewed after he earns two good/satisfactory Confidential Reports.

Shri S. K. Hande (S. C.)	L.D.C. Class III	U.D.C. Class III	"It is seen that Shri Hande is still under a cloud and his performance is far from satisfactory. His case for promotion to UDC cannot, it is regretted, be recommended.
Shri Daddi (S.C.)	Class III Checker	Class III A.S.K.	Not suitable as ACRs are diverse.
Shri Sarman Kumar (SC)	Do.	Do.	Do.
Shri V. K. Khasik (SC)	Do.	Do.	Do.
Shri Mangai Lal (SC)	Class III skilled Gr.	Class III Supr. 'B' (Tech.)	Expressed unwillingness for consideration to the Supr. post.
Shri Kunji Lal (SC)	Do.	Do.	Do.
Shri Hari Lal (SC)	Do.	Do.	Do.
Shri S. Ramalingam (SC)	L.D.C.	U.D.C./Supr. 'B' (NT)	He is having continuous adverse remarks and is not a Q. Permt. employee.
1979 Group (C) Shri N. P. Kobbande (SC)	U.D.C. Group C (Class III) post on NIE	Supr. 'A' (NT) other than stores Gr. C Class III post (NIE)	His performance was unsatisfactory and he was irregular in attendance. His pay has been reduced by one stage without cumulative effect w.e.f. 24-3-79 on disciplinary grounds.
Shri M. S. Gaikwad (SC)	Checker Group C (Cl. III) post on (NIE)	A.S.K. Class III post (NIE)	He was reverted from ASK to Checker on disciplinary grounds w.e.f. 12-4-77 found unfit by DFC for representation.
Shri J. M. Jagtap (S.C.)	Checker Group C (Cl. III) post on NIE	A.S.K. Class III post (NIE)	Not found fit by D.P.C. for promotions his performance was not satisfactory.

1979 Group (C)
Shri R. B. Kamble (SC)

L.D.C. (SG) Gr. C.
(Cl. III) post on NIE NIE

In view of their poor performance found unfit by DFC for promotion to U.D.C.

Shri B. G. Agle (SC)

L.D.C. (SG) Gr. C.
(Cl. III) on NIE

In view of their poor performance found unfit by DFC for promotion to U.D.C.

Shri S. J. Sable (SC)

Do.

Do.

Shri D. B. Jadhav (SC)

Do.

Do.

Shri M. C. Bhosale (SC)

A.S.K. Gr. C. (Cl. III)
Supr. 'B' (NT-Stores) Cl. III Post (Post on NIE)

Due to poor performance and irregular attendance found unfit for promotion by DFC.

Shri N. G. Dolas (SC)

Do.

Do.

Shri M. S. Galikwad (SC)

Checker-Gr. C. Cl. III post on NIE

He was reverted from LDC to checker w.e.f. 12-4-77 on disciplinary grounds not found fit by DFC for promotion as his performance was not satisfactory.

Shri J. M. Jagtap (SC)

Checker Grade 'C' (Cl. III) post on NIE

Not found fit by DFC for promotion as his performance was not satisfactory.

Shri D. S. Adulkar (SC)

CMD Gr. III (Cl. III) post on NIE

He was reverted from CMB Gr. I to Gr. II w.e.f. 1-1-76 on disciplinary grounds. He was under suspension from 9-5-77 to 29-4-80. (Removed from service w.e.f. 29/4/80 F.N.)

Shri G. Sivan (SC)

Asstt. Store Keeper (Gr. C.)
Supr. 'B' (NT-Stores) Gr. 'C'

Found not suitable. Involved in Disciplinary action/Currency of penalty.

Shri S. S. Bagade (SC)

Supr. 'B' (Tech.) in Gr. C on NIE
Supr. 'A' (Tech.) in Gr. C on NIE

Unfit.

Sri M. N. Gajbhiya (SC)	Gr. C (D) CMD Gr. I (Gp. C)	Not suitable. Disciplinary action taken.
Sri M. B. Khatwargade (SC)	Do. Do. (Gp. C)	Under suspension.
Sri D. B. Fancher (SC)	Electrician 'A' (Gp. C) Supr. 'B' (Elec.) Gp. C	Not possessing Supr. Competency certificate.
Sri J. B. Rajgondkar (SC)	Fitter (Ante) A (Gp. C) Supr. 'B' (Mech.) Gp. C	Not suitable.
Sri P. Sankar (SC)	Gr. III Turner 'A' (Gp. C) Do. Do. (Gp. C)	Do.
Sri B. S. Bhargava (SC)	Fireman Gr. I Group D Leading Hand Fire Gr. (C) Class IV post on NIE	Since he had crossed 58 years of age he was not eligible for prompt to Group C post.
Sri R. V. Jagtap (SC)	Fireman Gr. I Group D Leading Hand Fire Gr. (C. IV) post on NIE	He was very irregular in attendance and unpunctual.
Sri D. S. Kaimbe (SC)	Plant (H/S) T. No. R/919 Supr. 'A' (T) Class III Gr. C (Class IV) post (post on NIE)	Not found suitable by DPC for promotion.
Sri M. A. Khatirathi (SC)	Mechanician (Gr. D) Checker (Gr. C)	Not suitable.
Sri R. B. Roat (ST)	Do. Do. (Gp. C)	Do.
Sri R. K. Ramteja (SC)	Overseer (Gp. 'D')	Individual refused promotion.
Sri B. Kishita (SC)	Mudbidan (Gp. 'D')	Not suitable.
Sri J. D. Dhabale (SC)	Do. Do.	Do.
Sri T. G. Narwade (SC)	Do. Do.	Do.
Sri D. R. Gawal (SC)	Do. Do.	Do.
Sri K. G. Patil (SC)	Do. Do.	Do.

(1)	(2)	(3)	(4)
Shri M.A. Khandale (SC)	Peon/Orderly (Gp. 'D')	R/ Supplier (Gp. 'D')	Not Suitable.
" A.S. Goel (SC)	M/Boy (Gp. 'D')	Orderly (Gp. 'D')	Not suitable. Disciplinary action taken.
" G.T. Pasare A.L. Amete (SC)	T' man Gr. I (Gp. 'D')	Driver (PB) (Gp.-C)	Failed in driving test.
" J.C. Halder (CS)	SMW 'A' (Gp. 'C')	Supr 'B' (mech) Gp. 'C'	Not suitable
" G.B. Manthaswar (SC)	Millwright 'A'	Do.	Do.
1980			
Group 'C' Shri B.S. Niham (SC)	U.D.C. Group 'C'	Office Supdt. Gr. II.	Involved in disciplinary action.
Shri B.D. Tayade (SC)	Do.	Do.	Involved in disciplinary action and currency of punishment.
" Sarman Kumar (SC)	Class III Checker	Class III' Asstt. Store-keeper.	Not suitable as AGRs are Adverse.
" K.L. Vain (SC)	Class III Sup. 'B' (NT)	Class III Sup. 'A' (NT)	Do.
" Dauli Ram (SC)	U.D.C.	OS-II	Performance was poor hence not considered 'Suitable'.
" Munshi Lal (SC)	L.D.C.	U.D.C./Secy. Asstt. 'B'	Do.
" S. Ramalingam (SC)	L.D.C. NIE (Gr. 'C')	UDC NILE Gr. 'C'	Adversely reported in AGRs.
" S. K. Hande (SC)	LDC Gr. 'C'	UDC Gr. 'C'	Not fit.

" S. Rajmally (SC)	Supr. Gr. 'B'	C'man Gr. II	Selected but could not be involved in a disc
" J.B. Majumdar (SC)	Fitter 'A' Aunc Group 'C'	Supr 'B' Gr (T) Gr. 'C'	Not selected (However he has been promoted as Highly skilled worker).
" G.B. Biswas (SC)	Examiner Gr. I Group 'C'	Do.	Not Suitable
" P.K. Biswas (SC)	Fitter 'A' Genl. (Gr. 'C')	Do.	Do.
" D.B. Punekar (SC)	Electrician 'A' Group 'C'	Supr. 'B' Gr. (T)	No suitable. (Since not in possession of Elec. Supervisory Competency Certificate. However promoted as Highly Skilled Workers.
" D.S. Pimpalkar (SC)	Fitter 'A' (Elec.)	Do. Supr. 'B' Gr. (Tech) Highly skilled worker.	Not suitable. (not in possession of sup' Comp. Certificate) /Not fit.
" S.G. Kamble (SC)	Do.	Supr. 'B' Gr. (Tech.) Gr. 'C'	Not suitable.
" M.B. Kholbargade (SC)	C.M.D. Gr. II Gr. 'C'	CMD Gr. I (Group 'C')	Do.
" Sri N.P. Lohbanda (SC)	UDC NIE Gr. 'C' Post.	(1) OS Gr. II NIE/Gr. 'C' (Post) (2) Supr. 'A' (NT)	Taking into consideration over performance/not found fit for promotion by DPC III.
" M.B. Galkward (SC)	Exam. Gr. I.	Other than Stores Supr. 'B' (Tech).	Do.
" R.B. Kamble (SC)	LDC (SC) NIE/Gp. III post.	U.D.C. NIE/Gp. III post.	Taking into consideration overall performance/not found fit for promotion.
" S.J. Sable (SC)	Do.	Do.	Do.
" M.C. Bhosale (SC)	ASK NIE /Op. 'C' post	Supr. (B) (Stores) NIE-Gp. III post.	Do.

1	(1)	(2)	(3)	(4)
	Shri N.G. Dotas (SC)	.	—Do.—	Do.
	„ K.S. Pacharna (SC)	.	—Do.—	Do.
	„ M. Devraj (SC)	.	—Do.—	Do.
	„ V.T. Kamble (SC)	.	Fitter 'A'	Do.
	„ R.D. Chavan (SC)	.	SMW 'A' (H/s) †	Do.
	„ P. Rajanna (SC)	.	Beiler Attd. 'A'	Do.
	„ C.T. Padale (SC)	.	Jig Borear 'A'	Do.
	„ T. R. Kamble (SC)	.	Fitter 'A'	Do.
	„ S.S. Kadam (SC)	.	Blacksmith 'A'	Do.
	„ D.M. Kamble (SC)	.	Grinder Spl.	Do.
	„ S.C. Sonawane (SC)	.	Exam. Gr. I	Do.
	„ A.N. Krdari (SC)	.	Fitter (Auto) 'A'	Do.
	„ H. K. Kamble (SC)	.	Fitter (Auto) 'A'	Do.
	„ V.H. Jawale (SC)	.	Exam. Gr. I	Do.
	„ B.P. Bhalerao (SC)	.	Do.	Do.
	„ M.G. Pillai (SC)	.	Do.	Do.
	„ R. K. Sidha (SC)	.	Do.	Do.

Sup. 'B' (Tech. IE/NIE/
GPC post/ Class 'C' post

Supr. 'B' (Tech) IE/NIE
Gp. 'C' Post Class 'C' post

Shri T.S. Patole (SC)	Do.	Do.
" A. Chinnu (SC)	.	.	.	Durwan NIE Gr. 'D'	Durwan (SC) NIE Gr. 'D'	Adversely reported in ACRs
Group 'D'						
Shri S.B. Dhole (SC)]	.	.	.	Durwan Gr. 'D'	Jamadar/Durwan Gr. 'D'	Not fit.
" R.M. Bhandare (SC)	.	.	.	Durwan Gr. 'D'	(1) Durwan/Jamadar Gr. 'D'	Not fit.
" Y.D. Awle (SC)	.	.	.	Durwan NIE/Gp. 'D' pvt.	(1) Durwan (SC) NIE / Gr. 'D'	Taking into consideration their overall performance they were not found fit for promotion by DPC. III.
" S.M. Shinde (SC)	.	.	.	Do.	Do.	Do.

TOTAL NO. OF NON-SC/ST EMPLOYEES SUPERSEDED DURING 1978-1979-1980

	1978	1979	1980	Total
Group 'C'	703	1237	1297	5690
Group 'D'	488	768	597	

APPENDIX IV

(Vide para 323 of the Report)

COMPARATIVE ANALYSIS OF THE STRENGTH AND PERCENTAGE OF SC/ST EMPLOYEES IN ORDNANCE FACTORIES ORGANISATION BETWEEN 1970 AND 1980

AS ON 1-1-1970

AS ON 1-1-1981

CATEGORY (GROPP)	TOTAL NO. OF EMPLOYEES	NUMBER		PERCENTAGE		TOTAL NO. OF EMPLOYEES	NUMBER (PERCENTAGE)	
		SC	ST	SC	ST		SC	ST
A	588	21 (3.5%)	942	82 (8.7%)	8 (0.82%)			
B	115	2 (1.8%)	84	10 (11.9%)	1 (1.2%)			
C	16,488	2653 (16%)	53,000	197 (1.2%)	10954 (20.7%)			
D	60,060	19947 (33%)	45,463	3699 (6.1%)	16,224 (36.3%)			4720 (10.3%)

NOTE :—The strength is calculated excluding the pre-1953 entrants for whom the reservation orders were not applicable.

APPENDIX-V

SUMMARY OF CONCLUSIONS/RECOMMENDATIONS

Sl. No.	Reference to Para Number in the Report	Summary of Conclusions/Recommendations
1	2	3
1	1.12	The Committee would like to emphasise the proper implementation by the Ordnance Factory Board and Ordnance factories of the reservation orders and directives issued from time to time by the Govt. of India. They would also stress that suitable measures should be taken to ensure that instructions pertaining to the reservation of vacancies in the favour of Scheduled Castes and Scheduled Tribes are complied with in letter and spirit. Also the benefits and facilities admissible to these communities are made available to them at the time of recruitment in order to help them to get into feeder cadres in sufficient numbers. The Committee also recommend that if sufficient Scheduled Caste/Scheduled Tribe candidates are not available to fill the reserved posts, then special recruitment should be held exclusively for Scheduled Caste/Scheduled Tribe candidates.
2	1.13	The Committee further recommend that regular and timely submissions of periodical reports and returns should be insisted upon from the Ordnance Factory Board and Ordnance factories so that deficiencies in the implementation of reservation orders are detected immediately and corrective action is initiated without much loss of time.
3	1.32	The Committee are distressed to note that there is at present no specific Cell in the Department of Defence Production to watch the proper implementation of reservation orders and to ensure that directives

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pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes are actually complied with as all such matters are at present being looked after by a number of administrative Sections in the Deptt. of Defence Production.

The Committee recommend that a separate Cell should be set-up immediately in the Department of Defence Production under the charge of a responsible officer preferably belonging to Scheduled Caste or Scheduled Tribe to monitor proper implementation of reservation orders and to ensure that various safeguards and benefits admissible to Scheduled Castes and Scheduled Tribes are actually given to them in the Ordnance Factories and Ordnance Factory Board Headquarters.

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1:33

The Committee are constrained to note that no regular inspections are carried out in the Ordnance Factories by the officers of the Department of Defence Production to ensure that reservation orders are being implemented properly and rosters maintained as per extant orders on the subject. The Committee would like to emphasise that officers of the Department of Defence Production should inspect all the Ordnance Factories by rotation and also the Headquarters offices of Ordnance Factory Board and Addl. DGOF, Kanpur with a view to ensure more effective implementation of the various reservation orders and proper maintenance of rosters.

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1.34.

The Committee have no doubt that close liaison and coordination between the Members of the Ordnance Factory Board, heads of all the Ordnance Factories and Department of Defence Production will go a long way in improving the representation of Scheduled Castes and Scheduled Tribes in the services of Ordnance Factories and OFB. The Committee need hardly stress that the returns called for from the Ordnance Factories Board and Ordnance Factories should

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be carefully examined by the Special Cell in the Department of Defence Production keeping in view the percentage of reservations and other measures prescribed for Scheduled Castes and Scheduled Tribes. The deficiencies, if any, found in the representation of Scheduled Castes and Scheduled Tribes in the services of the Ordnance Factories and Headquarters offices of OFB and Addl. DGOF, Kanpur should be pointed out to the concerned authorities by the Department of Defence Production so that necessary corrective measures are taken expeditiously. The Cell in the Deptt. of Defence Production should keep a close watch that the deficiencies pointed out by it are made up by the concerned authority as speedily as possible.

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2.11

The Committee note that different modes of recruitment are being followed by the appointing authorities for the recruitment of personnel in the Ordnance Factories and Ordnance Factory Board for various categories of posts. The Committee need hardly stress that earnest endeavour should be made by the appointing authorities to ensure that various relaxations and facilities admissible to Scheduled Castes and Scheduled Tribes are actually given to such candidates. Also lenient yardsticks should be applied both at the time of interview and written examination so that larger number of Scheduled Caste/Scheduled Tribe candidates can be recruited. The Committee feel that unless the appointing authority is keen to give various relaxations to Scheduled Caste/Scheduled Tribe candidates and tribes to implement their reservation rules in letter and spirit, that intake of Scheduled Castes and Scheduled Tribes in services of Ordnance Factories and Ordnance Factories Board will not improve.

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2.12

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

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Tribes, qualifications prescribed for the posts and the concessions/relaxations admissible to Scheduled Castes and Scheduled Tribes should be clearly mentioned in their requisitions sent to the Employment Exchanges.

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

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2.13

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 the State/Union Territory concerned.

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2.14

The Committee also suggest that the appointing authorities in the Ordnance Factories and Ordnance Factory Board should get in touch with the Industrial Training Institutes and other technical institutions for getting Scheduled Caste/Scheduled Tribe candidates to man the various technical posts in the Ordnance Factories and Ordnance Factory Board. The Committee further desire that all the Liaison Officers in the Ordnance Factories 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 Ordnance Factories, so as to improve their representation in these categories of posts which may serve as feeder cadres for the higher technical posts.

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2.15

The Committee feel that class coordination and liaison among the Ordnance Factories and O.F. Board and the Employment Exchanges is imperative for augmenting the representation of Scheduled Castes and

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Scheduled Tribes in the services of the Ordnance Factories/Ordnance Factory Board, if the candidates sponsored by the Employment Exchange for filling the reserved vacancies are not found fit to fill the vacancies, the Employment Exchange should be asked to furnish a fresh list of Scheduled Caste and Scheduled Tribe candidates mentioning briefly the reasons why they were not selected and other shortcomings noticed in the candidates sponsored earlier. This will help the Employment Exchange to assess the actual requirements of the Ordnance Factories.

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2.18

The Committee note that various concessions/relaxations are granted to Scheduled Caste and Scheduled Tribe candidate at the time of making direct recruitment to different categories of posts in the Ordnance Factory Board and in Ordnance Factories. The Committee hope that the appointing authorities in Ordnance Factories and Ordnance Factory Board will make sincere efforts to implement the prescribed concessions/relaxations in favour of Scheduled Castes and Scheduled Tribes in a positive manner so as to extend maximum benefit to such candidates. The Committee are of the view that unless the representation of Scheduled Caste/Scheduled Tribe employees improves in the feeder categories of posts, they will not be available in sufficient number to occupy higher technical posts in the organisation through promotion. The Committee feel that only way to cut down the shortfalls in higher posts is to increase the intake of Scheduled Caste/Scheduled Tribe candidates in lower categories of posts at the time of initial recruitment.

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2.27

The Committee are not satisfied with the reply given by the representative of the Department of Defence Production that rosters in the Ordnance Factories are checked partly by visits and partly by scrutiny at the Headquarters. As there are 33 Ordnance Factories, the Committee recommend that there should be at least 3 to 4 officers who should assist the Liaison Officer in inspection work and for

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checking rosters in each Ordnance Factory under the administrative control of Ordnance Factory Board. The Committee need hardly stress that rosters are not only the basic documents but they are also the only mechanism to watch the proper placement of Scheduled Castes and Scheduled Tribes in services against reserved points. The rosters would cease to have any significance if they are not maintained properly. They, therefore, recommend that rosters should be checked atleast twice a year in each Ordnance Factory as regular and periodic checking alone can ensure their proper maintenance. The Committee would like to emphasise that 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 allowed to suffer. To ensure proper maintenance of rosters, the Committee also recommend that the work of maintenance should be entrusted to capable and experienced staff who are well conversant with the extant orders on reservations.

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2.28

The Committee trust that as suggested by them during evidence and agreed to by the representative of the Ministry, a meeting will be held annually at the Headquarters of all the Liaison Officers to discuss the problems relating to recruitment etc. of Scheduled Castes and Scheduled Tribes so that immediate steps could be taken to resolve the problems which come to notice during those meetings.

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2.43

The Committee note the procedure being followed in the Ordnance Factory Board Organisation for filling up various categories of posts by promotion and that all the orders regarding reservations and promotions are being adopted and implemented in the Organisation. In view of the fact that there are a few Scheduled Castes and Scheduled Tribes in the higher posts in the Organisation, the Committee feel that vigorous efforts will have to be made to improve their representation in Group A and B.

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- 15 2.44 The Committee are surprised to note that during 1980 out of 220 officers promoted in Class I, six Scheduled Castes and only one Scheduled Tribe employee could get promotion. Whereas in Class II fourteen officers were promoted but none belonged to Scheduled Caste/Tribe. According to them, this presents a dismal picture, they therefore, suggest that Ordnance Factory Board should examine in depth the causes of less promotions of Scheduled Caste/Tribe employees in higher posts and take necessary steps to remedy the situation. If necessary, UPSC be requested to conduct special recruitment for Scheduled Castes and Scheduled Tribes.
- 16 2.45 From the data furnished regarding promotions made during the last five years in various categories of posts the Committee find that percentage of Scheduled Tribe employees promoted even in Class III and IV is very low. They, therefore, recommend that special Departmental examination should be held in order that sufficient number of Scheduled Tribe candidates are able to get promotions against the reserved posts and as far as possible no vacancies reserved for Scheduled Tribes should be carried forward. The Committee need hardly stress that unless the representation of Scheduled Tribe employees improves in Class III and IV posts, suitable Scheduled Tribe candidates will never be available for promotion to higher posts in Class II and I.
- 17 2.46 The Committee note that presently the zone of consideration for promotion to various categories of posts three times the actual number of vacancies. The Committee recommend that in the event of non-availability of suitable Scheduled Caste/Tribe candidates the zone of consideration should be increased to five times the actual number of vacancies. This will increase the chances of selection of Scheduled Caste/Tribe candidates against the reserved posts at the time of promotion.
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18 2.51

The Committee are distressed to note that as many as 69 Scheduled Caste and Scheduled Tribe employees in Group 'C' and 22 in Group 'D' had been superseded during 1973 to 1980. The Committee consider it to be indicative of the fact that the prescribed relaxation and concessions have not been given to Scheduled Caste and Scheduled Tribe employees. The Committee would like the Ordnance Factory Board to examine what further relaxations/concessions should be given to Scheduled Castes and Scheduled Tribes so as to avoid their supersession in future promotions. They would also like the Ordnance Factory Board to make concerted efforts to help the Scheduled Caste and Scheduled Tribe employees to improve their performance with a view to become eligible for higher posts by imparting to them specialised in-service training etc. The Committee have no doubt that if a sympathetic approach is adopted towards Scheduled Caste and Scheduled Tribe employees such a great number of supersessions can be avoided in future. The Committee also recommend that no Scheduled Caste/Scheduled Tribe employee should be superseded without first giving him in service training and without the approval of the Department of Defence Production.

19 2.59

The Committee are unhappy to note that a large number of reserved vacancies have been dereserved in various grades during the last five years (1976 to 1980) and the process of dereservation of reserved vacancies has been constantly on the increase. The Committee are basically opposed to dereservation of vacancies reserved for Scheduled Castes and Scheduled Tribe, but they expect that when dereservations become inevitable, the procedure laid down by the Department of Personnel for dereservation of vacancies should be strictly followed. The Committee hope that the Department of Defence Production will review this situation and if necessary issue fresh instructions to all concerned so that dereservations are avoided as far as possible.

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|----|------|---|
| 20 | 2.60 | <p>The Committee are perturbed to find that even in Group C & D, 51 and 35 vacancies had to be dereserved during the above period, for want of suitable SC/ST candidates. The Committee recommend that concerted and repeated efforts should be made to locate suitable SC and ST candidates to fill the reserved vacancies before resorting to dereservations. The Ordnance Factory Board and Ordnance Factories should strengthen their publicity drive and find out ways and means to establish close contacts with as many as possible SCs & STs and the Organisations connected with their welfare. Also special recruitment teams should be sent to areas of Scheduled Caste Scheduled Tribe concentrations direct contact with them to establish to increase their intake in services.</p> |
| 21 | 2.64 | <p>The Committee note that one member belonging to SC/ST community is included in the Selection Committees set up for recruitment. The Committee trust that in all Selection Committees and DPCs a Member belonging to SC/ST community will be included invariably with a view to instil confidence in the SC/ST employees. In case Scheduled Castes/Scheduled Tribe Officer of the required status is not available in a particular Ordnance Factory, A Scheduled Castes/Scheduled Tribe Officer from another Ordnance Factory or from another Department of Central/State Government should be associated with the Selection Committee so that the service interests of persons belonging to these communities or adequately safeguarded.</p> |
| 22 | 2.69 | <p>The Committee note with concern that out of the 26 deputationists working at present with the Ordnance Factory Board, none belongs to Scheduled Caste/Scheduled Tribe community. The Committee would like to emphasise that even though there is no reservation in case of deputation posts, the Ordnance Factory Board Organisation should have sympathetic attitude towards Scheduled Caste/Scheduled Tribe employees who want to come on deputation</p> |

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from other Departments or want to go on deputation to other departments from the Ordnance Factories. In either case, the claims of Scheduled Caste/ Scheduled Tribe employees should not be ignored on the plea that there is no reservation in vacancies filled by deputation.

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3.24

The Committee are perturbed to note that the various steps listed by the Department of Defence Production for improving the representation of Scheduled Castes and Scheduled Tribes in Ordnance Factory Board Organisation and Ordnance Factory Board Headquarters did not yield the desired results. To Committee these measures appear to be only routine things which cannot be considered as special efforts on the part of the management. The Committee strongly feel that sincere and concerted efforts will have to be made to improve the representation of Scheduled Castes and especially Scheduled Tribes in all categories of posts in Ordnance Factory Board organisation and Board Headquarters and the concerned authorities should follow a time-bound programme to achieve this objective.

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3.25

The Committee need hardly stress that in order to improve the intake of Scheduled Tribe candidates in different categories of posts in Ordnance Factory Board organisation, special recruitment teams should 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 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 avail of the benefits intended for them.

1	2	3
25	3.26	<p>The Committee also recommend that the Ordnance Factory Board Organisation and the Board Headquarters should maintain close liaison with the Tribal and Social Welfare Department of the concerned States for getting their assistance in locating suitable Scheduled Caste and Scheduled Tribe candidates particularly for the various technical posts for which there is difficulty in finding suitable Scheduled Caste and Scheduled Tribe candidates. The Committee feel that if the State Departments of Social Welfare/Tribal Welfare do not give a helping hand in locating Scheduled Caste and Scheduled Tribe candidates, the matter should be pursued at the highest level with the State Government concerned. This will pin point the lapses on the part of officials of the State Government who will ultimately realise their duty and obligation towards the down-trodden section of society.</p>
26	3.27	<p>From the perusal of comparative figures of the total staff strength and percentage of Scheduled Caste/Scheduled Tribe employees among them in Ordnance Factories Organisation in 1970 and 1980 excluding the pre-1953 entrants, the Committee appreciate the efforts made by the Organisation for effecting improvement in the representation of Scheduled Castes and Scheduled Tribes during the last ten years. The Committee, however, feel that the Administration of O.F.B. should not feel complacent as a lot of leeway has still to be made in order to achieve the required percentage in various categories of posts. The Committee, therefore, desire that all-out efforts should be made by the Ordnance Factories Board Organisation to increase the intake of Scheduled Castes and Scheduled Tribes so that the existing shortfalls could be wiped out as early as possible.</p>
27	3.42	<p>The Committee are glad to note that the suggestion made by their Study Group that in-service training programmes should be arranged exclusively for Scheduled Caste/Scheduled Tribe employees to improve their technical skills is under consideration of</p>

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the Department of Defence Production. The Committee would like to be apprised of the final outcome in this regard.

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3.43

The Committee note that Trade Apprentices and Graduate and Diploma Holder Engineering Apprentices are recruited annually in the Ordnance Factory Board Organisation. Though there is no statutory obligation on the part of the Ordnance Factories to absorb all the trained apprentices yet the Committee strongly recommend that all out efforts should be made to absorb as many trained apprentices belonging to Scheduled Castes and Scheduled Tribes as possible in the Ordnance Factories with a view to improve their representation in the technical categories and to wipe out the shortfalls.

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3.44

The Committee need hardly stress that while recruiting apprentices for various trades in Ordnance Factory Board Organisation, the interests of Scheduled Castes and Scheduled Tribes will be kept in view and sufficient number of Scheduled Caste and Scheduled Tribe apprentices will be recruited so that their percentage to the total number does not decline.

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4.6

The Committee have been suggesting time and again that the organisations, which have bulk of employees belonging to Scheduled Caste and Scheduled Tribe communities, should have a proper system of receiving and recording complaints from them. The Committee regret that inspite of their repeated recommendation, no separate complaint registers had been maintained in the Ordnance Factories. It was only in October 1981, when a Study Group of the Committee visited a few Ordnance Factories and made a suggestion in that regard, the instructions were issued by the Ordnance Factory Board Headquarters for the opening of complaint registers. The Committee need hardly stress that to instil confidence amongst the employees of the weaker sections, it is essential to have a foolproof system for registering their complaints/representations and recording the

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action taken on those complaints/representations. The Committee would also like the Liaison Officers in the Ordnance Factories and the Liaison Officer of the Ordnance Factory Board to examine these complaint registers during the course of their inspections with a view to ensure prompt disposal of complaints/representations received from the Scheduled Caste and Scheduled Tribe employees. They would also suggest that periodical analysis of the nature of complaints received in each Ordnance Factory should be made and if it is found that majority of complaints related to a particular aspect, steps should be taken to eliminate that.

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4.7

The Committee also suggest that annual reports should be submitted by Ordnance Factory Board to the Department of Defence Production in this regard.

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4.16

The Committee note that though there is no reservation in the allotment of residential accommodation to Scheduled Castes and Scheduled Tribe employees working in the Ordnance Factories and Ordnance Equipment Factories, 25 per cent of the available quarters have been allotted to Scheduled Caste/Tribe employees in Type I and in Type II, 13 per cent have been allotted to them. The Committee appreciate this gesture on the part of the Ordnance Factories and Ordnance Equipment Factories. They would, however, suggest that looking to the general conditions of living of the Scheduled Castes and Scheduled Tribes a higher percentage of available quarters should be allotted to the employees belonging to these communities.

The Committee also suggest that while sanctioning house-building loans claims of Scheduled Caste and Scheduled Tribe employees should specially be kept in view so that they could be helped to build their own houses and achieve better standard of living. The Committee do not feel happy that during 1980-81 out of 160 employees who were sanctioned house-building loans only 11 employees belonged to Scheduled Caste/Scheduled Tribe communities.

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33	4.18	<p>The Committee recommend that for the socio-economic development of Scheduled Castes and Scheduled Tribes, schemes like giving scholarship for higher/technical studies to the children of Scheduled Caste/Tribe employees working in Ordnance Factories should be introduced. The Committee would like that the villages in the vicinity of the Ordnance Factories which are inhabited primarily by Scheduled Castes and Scheduled Tribes should be adopted for their overall development and educational and medical facilities should particularly be extended to such villages as a welfare measure.</p>
