

**COMMITTEE ON THE WELFARE OF
SCHEDULED CASTES AND
SCHEDULED TRIBES
(1982-83)**

(SEVENTH LOK SABHA)

THIRTY-EIGHTH REPORT

**MINISTRY OF ENERGY
(DEPARTMENT OF PETROLEUM)**

**RESERVATIONS FOR, AND EMPLOYMENT OF,
SCHEDULED CASTES AND SCHEDULED TRIBES
IN OIL AND NATURAL GAS COMMISSION**

*Presented to Lok Sabha on 28-4-1983
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to

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**COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND
SCHEDULED TRIBES
(1982-83)**

Shri A.C. Das—Chairman

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3. **Shri P.C. Chaudhry**—*Senior Legislative Committee Officer.*

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 Thirty-eighth Report (Seventh Lok Sabha) on the Ministry of Energy (Department of Petroleum)—Reservations for, and employment of, Scheduled Castes and Scheduled Tribes in the Oil and Natural Gas Commission.

2. The Committee took the evidence of the representatives of the Ministry of Energy (Department of Petroleum) and of the Oil and Natural Gas Commission on the 22nd and 23rd November, 1982. The Committee wish to express their thanks to the officers of the Ministry of Energy (Department of Petroleum) and of the Oil and Natural Gas Commission, for placing before the Committee material and information the Committee wanted in connection with the examination of the Subject.

3. The Report was considered and adopted by the Committee on the 21st April, 1983.

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

NEW DELHI;
April 26, 1983
Vaisakha 6, 1905(S)

A.C. DAS
Chairman,
Committee on the Welfare of
Scheduled Castes and
Scheduled Tribes.

CHAPTER I

INTRODUCTORY

A. Organisational set up

According to the Oil and Natural Gas Commission Act, 1959 the Commission shall consist of a Chairman and not less than two, and not more than eight other Members appointed by the Central Government and the Members may be required to render whole time or part time service, as the Central Government may direct.

1.2 At present, the Commission has a Chairman, 6 full time members and two part time Members. The Chairman is the head of the organisation. The six full-time Members are Incharge of Finance and Accounts, Onshore, Offshore Exploration, Materials and personnel. The part time Members from the Ministries of Energy and Finance help the Commission to maintain liaison with the Ministries in the Government of India.

1.3 The operations of the Commission are spread all over the country. For its smooth functioning, the Commission has been divided into 5 Regions, viz.,

Eastern Region	—	consisting of all projects in Assam.
Bombay Offshore Project, Bombay.	—	consisting of Bombay offshore and all other forward base areas.
Headquarters Region	—	Consisting of headquarters at Dehradun and Delhi.
Western Region	—	consisting of all project in the Western Region, Gujarat and Ghotaru project in Rajasthan.
Central Region	—	consisting of all other areas.

The regions are under the charge of General Manager.

1.4 In reply to a question, it has been stated that the ONGC comprises of the following :—

1. Col. S.P. Wahi—*Chairman*
2. Sh. H.G.T. Woodward, *Member (Onshore)*
3. Dr. A.K. Malhotra, *Member (Offshore)*

4. Sh. P.N. Jha, *Member (Materials)*
5. Sh. V. Ramanujachari, *Member (Fin.)*
6. Sh. S.N. Talukdar, *Member (Expl.)*
7. Sh. R. Srinivasan, *Member (Per)*
as full time Members and
8. Sh. S.V.S. Juneja, *Addl. Secretary, Deptt. of Economic Affairs, Ministry of Finance.*
(Part time Member)
9. Sh. P.P. Khanna, *Joint Secretary, Deptt. of Petroleum.*
(Part time Member.)

1.5 The Committee desired to know whether there was any representative of Scheduled Castes and Scheduled Tribes on the Commission. The Chairman, ONGC, has stated during evidence as follows :—

“I am not aware of any proposal. The members are selected on merit. If we are able to get them, we will be very happy to have them. Recently, we promoted one of the officers belonging to Scheduled Caste as General Manager. At the moment, he is next to the Member of the Commission, holding a very senior position. You may rest assured that when we fill up vacancies certainly it would be our objective, provided we get the right person.”

1.6 The Committee note that the Oil and Natural Gas Commission consists of a Chairman, 6 full-time and 2 part-time Members. They are appointed by the Central Government under section 4 of the Oil and Natural Gas Commission Act, 1959. None of these Members of the present Commission belongs to Scheduled Caste/Scheduled Tribe. The Committee recommend that when selection for appointment of Members of the Commission is made, at least one person belonging to Scheduled Caste/Scheduled Tribe should be nominated on the Commission.

1.6A The Committee further recommend that one Scheduled Caste/Scheduled Tribe person should be nominated on the Board of Directors of each Public Sector Undertaking.

B. Role of the Department of Petroleum

1.7 It has been stated that the Department of Petroleum is divided into seven divisions. The Exploration Division in the Department deals with all matters relating to Oil and Natural Gas Commission and Oil India Ltd.

1.8 A Scheduled Caste/Tribe Cell was set up in July, 1979 in the Department of Petroleum to keep a watch over matters pertaining to Scheduled Castes and Scheduled Tribes in the Department and Public Sector undertakings under the control of the Department. The main functions of this Cell are to keep a watch through the Administrative Sections in the Department and to ensure due compliance of the orders of reservation issued from time to time in favour of Scheduled Castes/Scheduled Tribes, prompt disposal of the grievances

of the employees belonging to these communities and consolidate the statistical data in respect of all Public Sector Undertakings in the prescribed forms forwarded by the Bureau of Public Enterprises and Department of Personnel and Administrative Reforms. A Liaison Officer in the rank of Deputy Secretary has been nominated to watch over these functions through SCT Cell and Administrative Sections dealing with the Public Sector Undertakings.

1.9 It has further been stated that as per the instructions contained in the Brochure on reservation for Scheduled Castes and Scheduled Tribes in services/posts under the public enterprises circulated by the Bureau of Public Enterprises, the Joint Secretary in the Administrative Ministry/Department who is incharge of the public enterprises is responsible for ensuring due compliance of instructions regarding reservation for Scheduled Castes/Scheduled Tribes.

1.10 When asked about the arrangement in the Department of Petroleum to watch the implementation of reservation orders for Scheduled Castes and Scheduled Tribes in the Public Sector Undertakings prior to July, 1979, it has been stated that prior to July, 1979, a Cell was created in Indian Oil Corporation on behalf of the Department of Petroleum to initiate administrative measures to ensure adequate representation of Scheduled Caste/Scheduled Tribe candidates in the Public Sector undertakings. The Cell was assigned the following work : —

- (i) Maintenance of data bank.
- (ii) Identification of areas where there were persistent shortages of skilled personnel of Scheduled Caste/Scheduled Tribe communities.
- (iii) Advertise directly for Scheduled Caste/Scheduled Tribe candidates of various skills to register themselves with Indian Oil Corporation SCT Cell.

1.11 The Committee desired to know the steps taken by the Department of Petroleum to ensure implementation of reservation orders for Scheduled Castes and Scheduled Tribes in the Oil and Natural Gas Commission. The representative of the Department of Petroleum has stated during evidence that the reservation policy regarding scheduled Castes and Scheduled Tribes has been laid down by Government and from time to time instructions are issued by the Ministry of Home Affairs and Bureau of Public Enterprises in this respect. Under the Department of Petroleum there are 15 Public Undertakings and 3 subsidiaries and there is a Cell which issues instructions based on what is received from the Ministry of Home Affairs and Bureau of Public Enterprises. These undertakings report periodically to the Ministry whatever action have taken in implementing the policy of Government and thereafter this small cell consisting of three to four persons submits an appreciation report to the concerned Administrative Division about what has been done, the achievements made and the shortfalls, if any. At the end of the year a statement is prepared

which has to be sent to the Ministry of Home Affairs. So the function of this cell which is a recent development is to keep a watch over what is happening. Ultimately the responsibility to implement rests with the concerned enterprises and so far as ONGC is concerned, it is a statutory enterprise.

1.12 In reply to a question the representative of the Department of Petroleum has stated that before this cell was set up, this work—or the statistical part of it—was being done in a cell in the Indian Oil Corporation. It was only after 1979 that this cell of three persons started. In reply to a question he has stated as follows :—

“So far as the requirement that this cell will not do other things is concerned, I will certainly see to it that it is divested of other responsibilities.”

1.13 He has further clarified that this cell, from the very beginning, is intended to perform three particular tasks which have been mentioned in the sanction order (*see Appendix I*).

1.14 When the Committee pointed out that according to the instructions of Ministry of Home Affairs there should be a separate Cell for the reservation work, the representative of the Ministry stated that the Internal Work Study Unit of the Department will evaluate whether the existing Cell is capable of performing the functions as outlined by the Ministry of Home Affairs.

1.15 In reply to a question, he has stated that there is no member of Scheduled Caste or Scheduled Tribe in the Cell. He has further stated as follows :—

“I have taken note of the observation by the Committee that the Scheduled Caste and Scheduled Tribe persons should be represented in the Cell.

1.16 As regards liaison and coordination with the ONGC, the representative of the Department of Petroleum has stated that the Cell itself prepares appreciation reports and sends them to the concerned administrative division within the Department so that the concerned officer knows what has been done and what further needs to be done. The instructions, perhaps, have also been issued from time to time in the meetings of the Board of Directors of these enterprises that the Directors should be apprised of what has been done and what remains to be done.

1.17 It has been stated that it is the responsibility of the administrative division dealing with the concerned Public Sector Undertaking in the Ministry Energy (Deptt. of Petroleum) to issue directives on the basis of the orders/instructions issued by the Department of Personnel and Administrative Reforms, Bureau of Public Enterprises regarding reservation for Scheduled Castes and Scheduled Tribes in appointments in the ONGC and also to ensure jointly with ONGC compliance thereof by the Oil and Natural Gas Commission.

1.18 Asked whether the Department of Petroleum had adequate powers to issue directives to the ONGC, it has been stated that Section 30-A of ONGC

Act 1959 provides "The Commission shall be bound by such directions including directions regarding reservation of posts for Scheduled Castes and Scheduled Tribes, as the Central Government may, from time to time, for reasons to be recorded in writing, give to the Commission in respect of its affairs."

To-date the Department of Petroleum has issued the following two directives :—

- (i) 0-23023/4/78-ONG (D. III) dated 19.3.80
- (ii) 0-23023/5/82-ONG (D. III) dated 11.11.82

1.19 Asked whether the Ministry of Energy (Deptt. of Petroleum) explained the reasons of all the directions that they issued to the Commission, the representative of the Department of Petroleum has stated during evidence that there is a provision in the Oil and Natural Gas Commission Act, 1959. The reasons for directions regarding reservation are very well known. It is a matter of State policy. It includes direction of reservation of posts for Scheduled Castes and Scheduled Tribes also. He has further stated that the reasons for directions are explained as far as possible. In this connection, the Chairman, ONGC has stated as follows :—

"ONGC has no intention to question the judgement of the Government. I think the desire of the Government has to be implemented by the ONGC and it is being done. I would like to assure you that in this particular case you should have no doubt in your mind."

1.20 The Committee desired to know whether the instructions issued by the Ministry of Home Affairs or by the Bureau of Public Enterprises would prevail in case of any conflict. The representative of the Department of Petroleum has stated during evidence as follows :—

"This is a very important point which has been raised. I would submit that one would normally go by the allocation of business as to which Ministry is concerned with which item. So far as the Scheduled Castes and Scheduled Tribes are concerned, it is within the purview of the Ministry of Home Affairs. In implementing the policy which has been formulated by the Ministry of Home Affairs, in Public Enterprises, the Bureau of Public Enterprises also issue instructions. It is a quite possible, as you have observed, there could be discrepancies or differences between the instructions issued by one Wing of Government and another Wing. If there are major differences, than of course one has to take up both and find what the Public Undertakings in general should do. By and large the guidelines issued by the Home Ministry are followed. I would submit that the subject of Scheduled Castes and Scheduled Tribes comes under the Home Ministry."

1.21 In this connection, in a note furnished to the Committee, the Department of Petroleum have stated that while equality of opportunity for employment under the State has been guaranteed as a Fundamental Right to all citizens

under the Constitution of India and while no discrimination on the basis of caste, religion or creed etc. is to be made in making such appointments, the Constitution itself recognises the need for making certain exceptions to this policy to ensure the bringing up of certain class of people who would otherwise, because of the historical, social and economic circumstances be unable to compete with the remaining classes of citizens. Accordingly, Article 16 (4) and Article 335 of the Constitution provides that consistent with the maintenance of efficiency in the administration certain percentage of posts may be reserved for Scheduled Caste and Scheduled Tribe candidates. Article 46 of the Constitution which is a Directive Principle of State Policy, is also relevant in this respect.

1.22 The Government of India have issued in pursuance of the policy mentioned above, instructions regarding the reservation of vacancies for these classes of people and other ancillary matters like procedures for recruitment, carry-forward of reserved vacancies etc., in respect of posts and services under the Government. These instructions do not *ipso-facto* apply to recruitment under the public sector undertakings. The question whether such instructions should be extended to posts in the public sector enterprises was considered and it was decided that it would be desirable to do so. Accordingly, the Ministries and Departments of the Government of India were advised to issue formal Directives in accordance with the Articles of the Association of the public sector enterprises, to the public sector enterprises under their administrative control, making it obligatory for them follow the instructions so issued in regard to the reservation of vacancies for Scheduled Castes and Scheduled Tribes.

1.23 The Bureau Public Enterprises have circulated draft directives based on instructions on the subject issued by the Ministry of Home Affairs (Department of Personnel and Administrative Reforms) containing important aspects and the basic structure of the reservation scheme. The draft directive specifically states that for details, the public enterprises should follow the instructions on the subject issued by the Department of Personnel *mutatis mutadis* without waiting for separate instructions from the Bureau of Public Enterprises. This Ministry has issued directives to ONGC based on the draft directive. It will be clear from what is stated above that the instructions of the Ministry of Home Affairs (Department of Personnel and Administrative Reforms) are paramount and BPE only consolidates for the sake of convenience.

1.24 The present practice is that the instructions regarding reservation for Scheduled Castes and Scheduled Tribes in services are issued by the Ministry of Home Affairs (Department of Personnel and Administrative Reforms). Based on these instructions, the Ministry of Finance (Bureau of Public Enterprises) formulates Presidential Directives and issues to the public enterprises through the administrative Ministries. These Directives contain important aspects and the basic structure of the reservation scheme and for details, Ministries are required to follow the instructions on the subject issued by the Department of Personnel

mutatis mutandis without waiting for separate instructions from the Bureau of Public Enterprises.

Section 30A of the Oil and Natural Gas Commission Act, 1959 empowers the Central Government to issue directions to the Commission regarding reservation of posts for Scheduled Castes and Scheduled Tribes. Under this provision, the Ministry of Petroleum, Chemicals and Fertilizers (Department of Petroleum) have issued two directives *vide* their letters Nos. 0-23023/4/78-ONG(DIII) dated 19.3.1980 and 0-23023/5/82-ONG(DIII), dated 11.11.1982.

The Committee have noticed that there is a time lag between the date of issue of instructions by the Department of Personnel and the draft directives on the subject issued by the Bureau of Public Enterprises to the Ministries of the Government of India. There is a further time lag in issuing directives by the Administrative Ministry to the public sector undertakings under their administrative control with the result that the instructions issued by the Department of Personnel are not immediately implemented by the public sector undertakings. The Committee recommend that the instructions issued by the Department of Personnel regarding reservation for Scheduled Castes and Scheduled Tribes and other concessions/facilities available to them should be communicated to the public sector undertakings simultaneously.

1.25 The Committee have been informed that a SCT Cell was set up in the Department of Petroleum in July, 1979 to watch over the matters pertaining to Scheduled Castes and Scheduled Tribes in the Department and also in public sector undertakings under the administrative control of Department of Petroleum. Prior to that, there was no proper arrangement in the Department of Petroleum to ensure the implementation of reservations for Scheduled Castes and Scheduled Tribes in as much as a Cell had been set up in the Indian Oil Corporation to discharge the responsibilities of the Department of Petroleum in this regard. Even the Cell set up in July, 1979 with a staff of one Section Officer, one Assistant and one Lower Division Clerk, is for work relating to Scheduled Caste/Scheduled Tribe, vigilance and security. The Committee fail to understand how this Cell to which vigilance and security duties have been tagged, can do full justice to the work relating to reservation for Scheduled Castes and Scheduled Tribes. They cannot help concluding that the Department of Petroleum has not given due importance to this matter. The Committee have been assured by the representative of the Department of Petroleum during evidence that the SCT Cell will be divested of other responsibilities and persons belonging to Scheduled Castes/Scheduled Tribes will be represented in the Cell. The Committee would like to be informed of the action taken in this regard.

CHAPTER II

RESERVATIONS

A. Adoption/implementation of Reservation Orders

2.1. It has been stated that the ONGC is following instructions issued by the Central Government from time to time regarding reservations in respect of Scheduled Castes/Scheduled Tribes. Percentage of reservations presently being followed is as under :

	SC	ST	effective date
(i) Posts filled by direct recruitment	15%	7½%	15.10.1959
(ii) Posts filled by promotion	15%	7½%	4.7.1973
(iii) Posts filled by deputation	Normally ONGC is not filling in posts by deputation.		
(iv) Posts filled by temporary appointment for 45 days or more.	Not applicable.		
(v) Reservations in confirmation.	No confirmation scheme is in vogue in ONGC.		

2.2. It has been further stated that percentages of reservations of 15 and 7½ for Scheduled Castes and Scheduled Tribes respectively are observed when the recruitment is made on an All India basis by open competitive test. However, when recruitment for Class III and IV posts is made from a locality or a Region, the 100 point roster laid down by the Government of India, Ministry of Home Affairs, is followed which provides reservation in different states at different percentages based on the population of Scheduled Castes and Scheduled Tribes the in respective States.

2.3. In reply to a question it has been stated that the recruitment for Class III and IV posts is decentralised regionwise and the heads of the regions are empowered to recruit employees in Class III & IV cadres except in the highest scale of Class III i.e. Rs. 595—1140 for which recruitment is centralised at Headquarters. In certain cases. Regional Heads are also authorised as a special case to make recruitment in the scale of Rs. 595—1140.

2.4. When asked about reservation in confirmation, it has been stated that there is no confirmation scheme in ONGC as existing in the Central Government offices. However, there is a permanency scheme in vogue in ONGC under which the employees who have completed 3 years service in the Commission in a grade, are declared permanent strictly according to their seniority in the cadre provided :

- (i) Two or more employees of the Commission cannot be declared permanent against the same post ;
- (ii) An employee is declared permanent against only one post ;
- (iii) The permanent post exists on that date ;
- (iv) The employee concerned was working in that grade on that date ;
- (v) His character, conduct and work is rendered by him is suitable for permanent retention in the service of Commission ;
- (vi) He has passed the specified departmental test, if any ;
- (vii) He is medically fit and has completed satisfactorily his probation period.

2.5 When the Committee enquired why ONGC did not follow all-India reservation policy, as it was an all-India organisation, the representative of the Department of Petroleum has stated during evidence as follows :

"I think this is a question of considerable importance having implications for a large number of organisations. If I may submit to the Committee, instead of an individual organisation or an individual Ministry taking a view of this—not that they should not or cannot take a view, but again in order to rule out the possibility of discrepancy and different approaches, it is better if a general decision is taken on this that regardless of what local reservation rules might be, Government of India organisations should follow Government of India instructions regarding reservations and even if there are regional bodies, the local or regional rules should not apply. I would not claim detailed knowledge of it, just as it is 6 per cent and 7 per cent in one State, it is quite possible that there could be areas where it is a little bit more. Therefore, you kindly consider getting a sort of general guidelines or instruction on this."

2.6 The Committee desired to know as to why there was no confirmation scheme although there was permanency scheme in vogue in ONGC in respect of posts for which reservations were prescribed. The Member (Personnel), ONGC has stated during evidence as follows :

"May I make a general submission ? Confirmation and permanency are really Government-oriented terms. We are a commercial public sector undertaking. For some historical reasons, the same kind of phraseology is used in the Commission also. But what we are following is a simple procedure. A man on selection or promotion is on probation for one year."

2.7 When the attention of witness was drawn to the instructions contained in the Brochure on reservation issued by the Bureau of Public Enterprises regarding reservation in confirmation, he stated that it showed that where confirmation was in vogue, the instructions were required to be followed.

2.8 In reply to a question it has been stated that there are 47 officers on deputation with ONGC. Out of them one belongs to Scheduled Caste.

Two employees of ONGC are on deputation to other Departments. Neither of them belongs to Scheduled Caste or Schedule Tribe.

2.9 When asked whether preference was given to Scheduled Caste/Scheduled Tribe Officers in the matter of deputation, the Chairman, ONGC has stated during evidence that the Commission normally requests the various Public Sector Undertakings in the Government Departments for officers to be sent on deputation and gives them particulars of qualifications and experience required. In response to Commission's request the names of officers are received and the matter is decided. Some times the Commission names the people. He has assured the Committee that the point is well taken and in future they will preferably call for Scheduled Castes/Scheduled Tribes candidates.

2.10 In reply to a question, he has stated that normally people are taken on deputation for two years in the first instance, and sometimes only for one year. After that they either go back or they make up their mind to join the organisation.

2.11 In reply to a further question, the Chairman, has stated that the promotion of deputationists takes place very rarely. In the last one year, in ONGC, nobody on deputation has been promoted. He has added that there will not, however, be any objection to promote them. Suppose an employee is on deputation and he gets promoted in his parent Department, naturally he will have his option to go back. But if ONGC can create a vacancy, that employee will be posted in that vacancy. No employee is experiencing any difficulty on this account because the Commission has brought in the concept of growth orientation.

2.12 When pointed out that out of the two persons sent on deputation by ONGC none belonged to Scheduled Caste/Scheduled Tribe, the Chairman, ONGC has stated as follows :

"We very rarely send our people on deputation. It is only on very special occasions that we do that. We take a note of what you are saying and will try to invite applications from Scheduled Caste/Scheduled Tribe people for being sent on deputation."

2.13 The Committee note that for Class III posts carrying pay scale of Rs. 595-1140, recruitment is centralised at the Headquarters of the Commission. However, in certain cases, Regional Heads are also authorised as a special case to make recruitment in the scale of Rs. 595-1140. The Committee feel that a uniform policy should be followed in this regard and such posts should be filled by the Headquarters on all India basis so as to attract Scheduled Castes/Scheduled Tribe candidates from all parts of the country.

2.14 The Committee find that out of 47 employees who are on deputation in the Oil and Natural Gas Commission, only one belongs to Scheduled Caste

community. Further, out of 2 employees of ONGC sent on deputation to other Departments, none belongs to Scheduled Caste/Scheduled Tribe. The Committee recommend that while selecting persons for posts to be filled by deputation, every endeavour should be made to ensure that a fair proportion of such posts are filled by persons belonging to Scheduled Castes/Scheduled Tribes. Also, when the ONGC sends its own employees on deputation to other Departments in the public interest, the Scheduled Caste/Scheduled Tribe employees should be considered for being sent on deputation.

B. Liaison Officer/Cell

2.15 The Committee have been informed that an officer of the rank of General Manager, has been appointed as Liaison Officer with effect from 8-5-1981 and he is stationed at the Headquarters of the Commission *i.e.* Dehradun. His functions in brief are :—

- (i) Ensuring due compliance with the orders relating to Scheduled Caste/Scheduled Tribe categories.
- (ii) Collecting, consolidating and despatching returns etc.
- (iii) Acting as a Liaison Officer between ONGC and Ministry.
- (iv) Conducting of inspections of the rosters.

2.16 In reply to a question, it has been stated that he is the Liaison Officer for the Commission as a whole. No separate Liaison Officers have been appointed in the Regions. The Liaison Officer is required to inspect the rosters maintained in the Establishment Sections annually. The quarterly, half yearly and annual reports received from the Regions 'Projects' Offices are checked by the group working under the Liaison Officer. The discrepancies, if any, are pointed out to the concerned officers and rectified.

2.17 A Cell under the direct control of the Liaison Officer has been set up in ONGC. This Cell which is working at the Headquarters, consists of the following :—

- (a) Senior Deputy Director
- (b) Administrative Officer
- (c) Superintendent (P&A)
- (d) Assistant Grade I.

2.18 Member (Personnel, ONGC has informed the Committee during evidence that by informal arrangements the Liaison Officer from the ONGC in so far as Scheduled Castes/Scheduled Tribes are concerned, is the Chairman himself. Besides, he takes very special note of the reports that come to him, and the Commission has continuous discussion under Member (Personnel) or under Director (Personnel), and they go through every panel and see whether it is promotion or induction, how and in what manner, by relaxation or special arrangements, more representation of the Scheduled Castes and Scheduled Tribes can be brought about in the Commission.

2.19 The Committee note that a General Manager has been appointed as Liaison Officer at the Headquarters of the ONGC and Cell under his direct control has also been set up to look after the work relating to Scheduled Caste and Scheduled Tribe employees. The Committee are of the view that merely appointing a Liaison Officer is not enough. What is needed is concerted action on the part of the Liaison Officer to ensure that due compliance by the appointing authorities with the orders and instructions pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes and other concessions admissible to them. It should also be ensured that the staff posted in the Cell is well conversant with the orders/instructions relating to reservations for Scheduled Castes and Scheduled Tribes.

2.20 As the Regional Offices of the Oil and Natural Gas Commission are also making recruitment/promotion of Class III and IV staff, the Committee recommend that effective Liaison Officers should be appointed in the Regional Offices.

CHAPTER III RECRUITMENT AND PROMOTION

A. Recruitment Procedure

3.1 It has been stated that the procedure for recruitment of staff in various categories of posts in oil and Natural Gas Commission is being followed as laid down under ONGC (Recruitment and promotion) Regulations, 1980 which have been framed with prior approval of the Government. Regulation 10 of the Notification attached with the said Regulations lays down that "in making appointments to posts, either by direct recruitment or promotion, the Commission shall provide reservations and other concessions to candidates belonging to Scheduled Caste/Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time."

3.2 It has been stated that the posts in the pay scales maximum of which is upto Rs. 800/- or less than that are notified to the Employment Exchanges and those above Rs. 800/- are advertised in the leading Newspapers.

The vacancies reserved for Scheduled Castes/Scheduled Tribes are given wide publicity by endorsing copies of all the advertisement/notifications to various Scheduled Caste/Scheduled Tribe Associations. These vacancies are also advertised in Newspapers as provided for in the orders/instructions regarding reservations for Scheduled Castes/Scheduled Tribes.

3.3 Requisitions for candidates for various categories of posts are sent to the Employment Exchanges where the office of the Commission making recruitment are situated. For example, posts filled in for Headquarters at Dehradun, requisition is placed on the Employment Exchange, Dehradun. Similarly, in Baroda, Sibsagar, Bombay etc., requisitions are sent to the local Employment Exchanges.

40 days notice period, as required, is given to Employment Exchanges. This period is extended in special circumstances. Where the Employment Exchanges are unable to sponsor suitable Scheduled Castes/Scheduled Tribe candidates, the vacancies are notified in the Press and are also intimated to recognised Associations and Organisations of Scheduled Castes and Scheduled Tribes.

3.4 Asked whether reserved vacancies are broadcast over Radio/TV, the Member (Personnel), ONGC has stated during evidence that this suggestion was made by the Study Group of the Committee during its visit to ONGC at Bombay in September, 1982 and action is being taken on that.

3.5 On a suggestion made by the Committee that the Commission should write to the Social Welfare Department of different States for suitable Scheduled Caste/Scheduled Tribe candidates, the Chairman, ONGC assured the Committee to implement it. The Commission has also issued instructions *vide* their

Office Order No. 23 (9)/82-EP date 8.11.1982 that the vacancies reserved for Scheduled Castes/Scheduled Tribes should also be notified to the Social Welfare Departments of the State Governments.

3.6 When the Committee suggested that for Class III and Class IV posts, ONGC should also write to the Scheduled Caste/Scheduled Tribe candidates sponsored by the Employment Exchanges for test interview and they should also consider the applications of those Scheduled Caste Scheduled Tribe candidates who apply direct to the Commission, the Chairman, ONGC, promised to consider these suggestions.

3.7 In reply to a question, the Member (Personnel), ONGC has stated that the advertisements are endorsed to all the associations of Scheduled Castes and Scheduled Tribes. The response to advertisement comes to the Commission directly. When the applications for employment come through the Scheduled Caste/Scheduled Tribe Associations, they are given the same treatment as if the Commission has received them direct from the candidates. When the Commission writes to the Employment Exchange, a copy of that letter is also endorsed to the Scheduled Caste/Scheduled Tribe Associations. He has added that it is a special concession given only to Scheduled/Caste Scheduled Tribe candidates and they are considered alongwith the candidates sponsored by the Employment Exchange.

3.8 In reply to another suggestion, the Chairman, ONGC, promised to send 40 copies of their advertisements for circulation among members of the Committee.

3.9 Asked whether reasons for the rejection of candidates sponsored by the Employment Exchange were communicated, it has been stated in a note furnished to the Committee that no such communication is sent to Employment Exchange. The candidates are informed of their rejection individually. During evidence, the representative of ONGC has stated that he is not aware of the instructions that they must advise the Employment Exchange about the reasons for rejection. In reply to another question, Chairman, ONGC has promised to send the list of selected candidates to the Employment Exchange so that the names of selected candidates are deleted from the register.

3.10 When suggested that the selected candidates belonging to Scheduled Castes/Scheduled Tribes should be informed under registered posts that their appointment letters do not get lost, the Chairman, ONGC promised to do so.

3.11 Asked whether the ONGC had any scheme for training Scheduled Caste /Scheduled Tribe candidates in required trades and absorb them after training, the Member (Personnel), ONGC has stated as follows :—

“That is what the Chairman said a few minutes ago. We got your suggestion at the Bombay meeting. That was with reference to our executive trainees. Chairman has now expressed the view that we can extend this to all categories and where we are not able to get sufficient number of Scheduled Castes/Scheduled Tribe candidates we can choose and train them.”

3.12 The posts in the Commission for direct recruitment have been grouped as under :—

“Senior Class I	— Technical
Junior Class I	— Technical
Class II	— Technical
Class III	— Technical
Senior Class I	— Non—Technical
Junior Class I	— Non—Technical
Class II	— Non—Technical
Class III	— Non—Technical.”

This grouping was approved by the Commission and the Government of India.

3.13 The Committee wanted to know whether the grouping of posts had been done as per Government orders on the subject and enquired about the scales of pay of various posts mentioned in each group. The Member (Personnel) ONGC, has stated during evidence that Junior Class I is in the pay scale of Rs. 820-1680. Under Senior Class I, the pay scale are Rs. 1250-1900, 1560-2100, 1680-2300, 2000-2500, and 2500-3000. These are the Commission's pay scales, Above these are the pay scales of Members and the Chairman. When pointed out that grouping of all the Class I posts was not correct as it acted against the interests of Scheduled Castes/Scheduled Tribes, the Member (Personnel) has stated that a larger grouping may be in the interests of Scheduled Castes and Scheduled Tribes. The number derived from the percentage will be more and the Commission will be able to make adjustments. He has added that the Commission goes strictly by Government's instructions in the matter. He has, however assured the Committee that the Commission will reexamine the grouping of posts in consultation with the Ministry of Energy (Department of Petroleum).

3.14 The Committee note that copies of advertisements for the recruitment of Scheduled Castes and Scheduled Tribes are being circulated to recognised Scheduled Caste/Scheduled Tribe Associations by the ONGC. The Committee desire that copies of advertisements should also be sent to the members of Parliamentary Committee on the Welfare of Scheduled Castes and Scheduled Tribes and also to the local Scheduled Caste/Scheduled Tribe M.Ps/M.L.As of the region where recruitment is taking place.

3.14 A The Committee desire that suitable instructions for sending copies of advertisements to MPs/MLAs should be incorporated in the Brochure on reservation for Scheduled Castes and Scheduled Tribes in services and posts.

3.15 In para 7 (B) of the directive issued by the Ministry of Petroleum, Chemicals and Fertilisers to the Oil and Natural Gas Commission *vide* letter No. 0-23023/4/78-ONG (DIII) dated 19.2.1980, it was laid down that the result of submission made by the Employment Exchange of Scheduled Caste/Scheduled Tribe candidates should be intimated to the Employment Exchange within a period of one month. If any of the vacancies reserved for Scheduled Castes/Scheduled Tribes is not filled by a candidate of the respective category sponsored by the

Employment Exchange, specific reasons therefor should be communicated to the Employment Exchange. When asked whether these instructions are being followed by the ONGC, the Committee were informed in a note that, no such communication is sent to Employment Exchange. The candidates are informed of their rejection individually." When this matter was discussed during evidence, the representative of the ONGC stated that he was not aware of the instructions that they must advise the Employment Exchange about the reasons for rejection. The Committee are surprised that the concerned officers of the ONGC are unaware of the clear directive issued in this regard by the Ministry of Petroleum, Chemicals and Fertilisers. The Committee expect that the ONGC will take note of this lapse and implement the instructions issued in this matter.

3.16 Government have issued instructions that after the Employment Exchange has expressed its inability to sponsor Scheduled Caste/Scheduled Tribe candidates against vacancies referred to it, the appointing authority should also intimate the reserved vacancies to the Director of Scheduled Castes/Scheduled Tribes Welfare or Director of Social Welfare in the State/Union Territory concerned. When this matter was discussed during evidence, the Chairman, ONGC assured the Committee to implement these instructions. The Commission has now issued instructions on 8.11.1982 that the vacancies reserved for Scheduled Castes and Scheduled Tribes should be notified to the Social Welfare Department of the State Governments. The Committee recommend that besides notifying the vacancies to the State Social Welfare Departments, the recruiting authorities should maintain necessary coordination with those Departments as also with Employment Exchanges in order to get required number of candidates.

3.17 The Department of Personnel have issued instructions on 7th August, 1976 to the effect that at the time when the vacancies are notified to the local Employment Exchange to suggest names for the reserved vacancies, the appointing authorities concerned should simultaneously notify such reserved vacancies appropriately to one or more of the stations of All India Radio. The Committee recommend that the instructions to notify reserved vacancies on All India Radio stations for announcement over A.I.R. should be complied with. Reserved vacancies should also be announced through the medium of Television.

3.18 The Committee also suggest that that ONGC should send the appointment letters by registered post so that these do not get lost in transit.

3.19 The Committee note that the ONGC has grouped certain posts for the purpose of direct recruitment as follows :

Senior Class I	—	Technical
Junior Class I	—	Technical
Class II	—	Technical
Class III	—	Technical
Senior Class I	—	Non-Technical
Junior Class I	—	Non-Technical
Class II	—	Non-Technical
Class III	—	Non-Technical

The Committee would like the ONGC to ensure that the grouping has been done strictly according to orders of Government contained in Chapter 6 of the Brochure of Reservation for Scheduled Castes/Scheduled Tribes in Services (Sixth edition). In case there is any deviation, the grouping of posts may be revised in consultation with the Ministry of Energy (Department of Petroleum)/Bureau of Public Enterprises and the Department of Personnel so that it does not go against the interests of Scheduled Caste/Tribe employees.

B. Concessions/Relaxations

3.20. It has been stated that the following concessions/relaxation are given to Scheduled Caste/Scheduled Tribe candidates at the time of recruitment to various categories of posts :

- (i) Age relaxation as laid down by the Government of India from time to time.
- (ii) Those who fulfil the minimum qualifications and experience laid down in Recruitment and Promotion Regulations, 1980 are called for interview.
- (iii) The performance of Scheduled Caste/Scheduled Tribe candidates is adjudged with relaxed standards and the qualifying marks in respect of Scheduled Caste/Scheduled Tribe candidates are 40% as against 50% for general categories.
- (iv) The candidates belonging to Scheduled Caste/Scheduled Tribe communities are interviewed separately and not along with general candidates.

3.21 In this connection, the Member (Personnel), ONGC, has stated during evidence that if the recruitment is by interview, at the time of the interview the ONGC tries to be indulgent with candidates belonging to Scheduled Castes/Scheduled Tribes. Suppose a candidate is not able to communicate clearly in English, he is encouraged to speak in Hindi or in any other language known to him. These instructions are not written down anywhere. The Board is asked to be indulgent to them. The idea is to increase their intake.

3.22 Asked whether Scheduled Caste/Scheduled Tribe candidates who were otherwise fit but did not come up to the mark in the interview, were selected and given intensive training to make them efficient, the Member (Personnel), ONGC, has stated as follows:—

“This is what the Chairman mentioned in the morning. After the Bombay meeting, (visit to Study Group of Committee to ONGC’s office in September, 1982) we have agreed to carry out some exercise, which you are explaining. If the person is not up to the mark, we would train him and make him go through the test once again.”

3.23 In this connection the Chairman, ONGC, has stated that the Commission is going to have a separate interview for Scheduled Caste/

Scheduled Tribes and select a large number of people, even more than the vacancies which are available, train them, test them relatively against each other and then fill up the quota. He has added that during training they will be given a very handsome stipend.

3.24 The Committee referred to Advertisement No. 4/82 and 5/82 issued by the ONGC, and enquired why relaxation in qualification had been mentioned in one advertisement, and not in the other. The Member (Personnel), Oil and Natural Gas Commission, has stated during evidence as follows :—

“The advertisement you are referring to is a general advertisement for graduate Trainees of Scheduled Castes and Scheduled Tribes, as well as non-Scheduled Caste/Scheduled Tribe candidates. Of course, there we will be giving the normal preference to Scheduled Castes and Scheduled Tribes as under any open general recruitment. This advertisement, of course, says that the graduates must have a First Class. The other advertisement is exclusively for Scheduled Castes and Scheduled Tribes against reserved posts. There, we have not prescribed that the candidates must have a First Class degree. It is merely a degree. Following the advice received from you at Bombay, even in the general recruitment which we are carrying out, when we come across a Scheduled Caste or Scheduled Tribe candidate, who is not up to the mark and so will not otherwise have been selected even by giving preference to Scheduled Castes and Scheduled Tribes, we are picking up a fair number of Scheduled Castes and Scheduled Tribes as Special Apprentices. We are giving them training and after training we are testing them again for appointment as regular officers. We hope to have a final order issued very shortly.”

3.25 He has further clarified that the trainee officers are recruited with a totally different administrative purpose. They are actually recruited for holding leadership posts later in the organisation. That is why the qualifications prescribed for them are more tough than what will normally be appropriate for induction into a grade a person where he comes at a later stage. Graduates are younger people. They are picked up, trained and groomed into leadership positions in the organisation.

3.26 As regards relaxations in experience, the Member (Personnel) has stated that this is generally done. The Commission has given relaxation normally for graduate trainees where no prior experience is insisted upon. In general direct recruitment, the Commission does insist on prior experience before a person could be considered in the open advertisement issued by the Commission.

3.27 When pointed out that there were government instructions on relaxation in experience for Scheduled Castes and Scheduled Tribes, the Chairman, ONGC, has stated as follows :—

“If there are instructions we feel that experience should be relaxed without affecting the efficiency.”

He has, however, promised to examine this issue.

3.28 In reply to a question, the Member (Personnel) ONGC, has stated that the interviews for Scheduled Caste/Scheduled Tribe candidates are being held exclusively either in the forenoon or afternoon, though not on a different day.

3.29 He has further that as regards the point raised about relaxation in the period of experience it has been found that in November, 1982, a Circular was issued by the Bureau of Public Enterprises. Para 12(i)(a) of that Circular reads as follows :—

“Where some period of experience is prescribed as an essential qualification for direct recruitment to a post and where, in the opinion of the competent authority concerned, the relaxation of experience qualifications will not be inconsistent with efficiency, the following provision should be inserted under the essential qualifications laid down in the relevant recruitment rules to enable the competent authority to relax experience qualifications in the case of the Scheduled Caste and Scheduled Tribe candidates in the circumstances mentioned in the provisions. The qualification regarding experience is relaxable at the discretion of the competent authority in the case of the candidates belonging to Scheduled Castes and Scheduled Tribes if at any stage of selection the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.”

3.30 When the Committee wanted to know whether relaxation in experience had been given to Scheduled Castes/Scheduled Tribes in any post, the Chairman, ONGC has stated as follows :—

“I would submit that in the light of what we discussed yesterday, we will certainly review the whole position with the main objective of filling up the backlog and making sure that we have fair and good representation of Scheduled Caste and Scheduled Tribe candidates.

We would look into each case and see if experience can be relaxed without sacrificing efficiency too much. In the case of age and educational qualifications, we have already done. In fact, the standard in respect of making also has been brought down. But about experience, in particular, I would like to examine with the Heads of Departments in each case, in each category, and we will record our decisions in the course of the next two or three months.”

3.31 In reply to a question he has stated : “Generally in the case of experience, we have not been relaxing. But in the light of your advice now we would give it a new thought.”

3.32 He has further stated the instructions are very conditional—if the competent authority feels that the relaxation should be done without sacrificing efficiency. This has been informally done, but not recorded as such in each case. He has assured the Committee that they will re-examine the whole thing and if there is any possibility of giving relaxation, they will give it and where it is felt that it would seriously affect efficiency, they will not give.

3.33 When the Committee stressed that if adequate number of Scheduled Caste/Scheduled Tribe candidates with the requisite experience were not found, the competent authority should relax the experience qualification to make good the shortfall, the Chairman, Oil and Natural Gas Commission has stated that the Commission will certainly think of some scheme as to how the experience can be relaxed and the deficiency made good by giving extra training. This Scheme will have to be worked out and submitted to the Commission before it could be implemented.

3.34 In reply to a question, it has been stated that the number of Scheduled Caste/Scheduled Tribe candidates taken with relaxed standard during the last four years is as under :—

<u>Year</u>	<u>Number</u>	
	SC	ST
1979	27	10
1980	14	3
1981	31	6
1982	35	4

3.35 The Committee note that in an advertisement issued in May, 1982, for recruitment of Engineering Graduates/Geo-Scientists for appointment as Trainee Officers, the qualification prescribed was first class Graduates in Mechanical / Chemical / Electrical/Civil / Instrumentation /Electronics/Petroleum/ Mining/Computer Science or Post-Graduate in Geo-Physics/Physics/Geology/ Chemistry or equivalent. It was stated in the advertisement that additional qualifications in respective disciplines or Post-Graduate/Doctoral qualifications in Management/Science/Business/Administration/Computer Science/Industrial Engineering/ICWA/CA etc., will be an advantage. Selected candidates were to be placed in the grade of Rs. 820—1680 and given the usual allowances as per the rules. The training was to be for one year and on successful completion of training they were to be absorbed in the ONGC. In the advertisement, no mention was made whether the educational qualification was relaxable in the case of Scheduled Caste/Scheduled Tribe candidates.

When the Committee asked why such high qualifications were prescribed for Trainee Officers, the Chairman, ONGC, stated that the trainee officers were recruited with a totally different administrative background and that they were recruited for holding leadership posts in the organisation. Even so, the Committee consider that in the said advertisement it should have been mentioned that the educational qualifications were relaxable in the case of Scheduled Caste/Scheduled

Tribe candidates. Unless a liberal policy is adopted in such matters, it will not be possible for the Commission to attract persons belonging to these communities in sufficient numbers. In the opinion of the Committee, Scheduled Caste/Scheduled Tribe persons should be picked up with relaxed standards and given intensive training so that they can be groomed for holding responsible positions in the organisation in due course.

C. Promotion

3.36 It has been stated that the following procedure for promotion has been laid down in the ONGC :—

- (1) All promotions to posts shall be considered by a Promotion Committee duly constituted in accordance with the orders issued by the Commission in this behalf and it shall consist of not less than three Members.
- (2) All eligible employees of the Commission who fulfil the criteria for promotion to the posts as per ONGC (Recruitment & Promotion Regulations, 1980, are considered for promotion by the Committee provided that where the vacancies to be filled by promotion are limited and the number of employees who fulfil the criteria are more, the Committee will decide the number of employees to be considered for such vacancies.
- (3) In cases where the criterion for promotion is merit, the promotion Committee, before selecting the employees :
 - (a) shall consider the service records and Annual Confidential Reports.
 - (b) may hold a written examination or practical test or inter-view or any combination of these.
 - (c) shall follow the procedure for determining merit as laid down by the Commission.
- (4) In cases where the criterion for promotion is 'seniority-cum-fitness', the Promotion Committee, before selecting employees, shall consider the past service records and Annual Confidential Reports of such employees.

Provided that wherever test is provided for such selection in Recruitment and Promotion Regulations 1980, such test shall be conducted by the Committee.

Provided further that where any doubt arises about the fitness of such employees, the Promotion Committee may, if it considers necessary, interview any such employee to assess their fitness.

3.37 The following relaxations are given while considering the candidates belonging to Scheduled Castes and Scheduled Tribes for promotion :

- (i) The Confidential Report grading in their case is raised one grade higher. For example, if a Scheduled Caste/Tribe employee has been graded as fair, he will be considered as good.
- (ii) If the promotion is to be based on the test/examination, the qualifying marks in respect of Scheduled Castes/Tribes are taken as 40% as against 50% for general candidates.
- (iii) The standard of SC/ST candidates is adjudged amongst them and is not compared with the general candidates.

3.38 The following statement indicates the number of persons promoted during the years 1976 to 1980 and the number of Scheduled Castes/Tribes among them.

Category of Posts	Total No. of employees promoted	No. of		Percentage		Shortfalls		Percentage	
		SCs	STs	SCs 15%	STs 7½%	SCs	STs	SCs	STs
1	2	3	4	5	6	7	8	9	10
<i>1976</i>									
Class-I	195	12	1	29	14	17	13	58.62	92.86
Class-II	46	1	1	7	3	6	2	85.71	66.67
Class-III	511	43	9	77	33	29	29	37.66	76.32
Class-IV	Nil								
<i>1977</i>									
Class-I	135	6	—	20	10	14	10	70.00	100.00
Class-II	57	2	—	8	4	6	4	75.00	100.00
Class-III	343	21	4	52	26	31	22	59.62	84.62
Class-IV	3	—	—	—	—	—	—	—	—
<i>1978</i>									
Class-I	168	7	1	25	12	18	11	72.00	91.67
Class-II	51	6	—	7	3	1	3	14.29	100.00
Class-III	339	50	10	51	25	1	15	1.96	60.00
Class-IV	157	11	2	23	11	12	9	52.17	81.82
<i>1979</i>									
Class-I	925	21	3	138	69	117	66	84.78	95.65
Class-II	233	7	—	35	17	28	17	88.00	100.00
Class-III	880	83	32	132	66	49	34	37.12	51.52
Class-IV	—	—	—	—	—	—	—	—	—
<i>1980</i>									
Class-I	593	25	9	89	44	64	35	71.91	79.55
Class-II	1073	12	4	160	80	148	76	92.50	95.00
Class-III	4037	176	34	606	303	430	269	70.96	88.78
Class-IV	2566	224	28	384	192	160	164	41.67	85.42

3.39 When asked to give figures about the Scheduled Caste/Scheduled Tribe employees promoted on relaxed standards during the last four years, the following statement has been furnished :

Sl. No.	Discipline	No. of persons promoted on relaxed standard							
		1979		1980		1981		1982 (till November)	
		Cl. I	Cl. II	Cl. I	Cl. II	Cl. I	Cl. II	Cl. I	Cl. II
1.	Geophysics	3	—	4	1	5	—	5	3
2.	Geology	—	—	1	—	—	—	2	—
3.	Instrumentation	—	—	1	—	—	—	—	—
4.	Chemistry	—	—	1	—	1	—	17	—
5.	Reservoir	—	—	5	—	1	—	1	—
6.	Electrical	1	—	—	—	3	—	1	—
7.	Glass Blower	—	—	—	—	—	—	1	—
8.	Personnel and Administration	—	3	—	—	—	—	2	7
9.	Industrial Relations	—	—	—	—	—	—	1	—
10.	Mechanical	—	—	—	1	2	—	1	—
11.	Stores and Purchase	1	—	—	—	1	—	14	3
12.	Library	—	—	—	—	—	—	—	2
13.	Map and Drawing	—	—	—	—	—	1	—	—
14.	Construction and Maintenance	—	1	—	—	—	—	—	—
15.	Economist and Statistician	—	—	—	—	—	—	—	—
16.	Civil	—	—	—	—	—	—	3	—
Total		5	4	12	2	13	1	51	15

3.40 It has been stated that the main reason for the shortfalls in promotions is that the employees belonging to Scheduled Castes/Tribes in the next lower scale were not available. In order to make good the short falls, in all the cadres, direct recruitment is resorted to in the lower scale where the posts in the higher scale are dereserved temporarily for want of employees belonging to Scheduled Castes/Tribes to fill these posts from amongst Scheduled Caste/Tribe candidates.

3.41 In reply to a question it has been stated that the normal zone of consideration for promotion in the case of general as well as Scheduled Caste/Tribe candidates is twice the number of vacancies available. In promotion by selection to posts within Group 'A' which carry an ultimate salary of Rs. 2250/- per month or less, the Scheduled Caste/Tribe officers who are senior enough in the zone of consideration for promotion so as to be within the number of

vacancies for which the select list is to be drawn up, are also considered in accordance with the instructions laid down in Government of India orders on the subject.

3.42 Asked whether ONGC was following a time-bound promotion policy, it has been stated that a Long Term Promotion Policy has been laid down by the Commission whereby employees get promotion to the next higher grade after putting in the number of years of service in the lower grade as shown below :

From Scale	To Scale	Numbers of years
Rs.	Rs.	
290-400	315-517	} 12 years in the concerned Region
315-517	370-640	
370-640	410-720	
	OR	
	440-758	
	OR	
	430-880	
	OR	
	480-820	
410-720	440-758	
440-758	480-820	
440-758	530-1060	
OR		
430-880		
OR		
480-820		
530-1060	750-1500	} 4 years for M. Sc. degree holders in Geoscience Discipline. 8 years for Graduates in Arts/Commerce/Science/Diploma holders in engineering.
595-1140	750-1500	
750-1500	820-1680	6 years for Diploma holders in Engineering or other Graduates. 4 years for Engineering degree holders or other post Graduates/Law Graduates/CA/ICWA or equivalent.
820-1680	1250-1900	7 years.
1250-1900	1560-2100	6 years.
1560-2100	1680-2300	5 years.

3.43 The Department of Personnel have, *vide* O.M. No. 22011/3/76-Estt. (D), dated 24.12.1980, issued instructions regarding the zone of consideration

for promotion to "selection" posts. The instructions provide that the Departmental Promotion Committee shall for the purpose of determining the number of officers who should be considered from out of these eligible officers for the feeder grade (s) restrict the field of choice as under, with reference to the number of clear regular vacancies proposed to be filled in the year :—

<i>No. of vacancies</i>	<i>No. of persons to be considered</i>
1	5
2	8
3	10
4 or more	three times the number of vacancies.

Where adequate number of Scheduled Caste/Scheduled Tribe candidates are not available within the normal field of choice as above, the field of choice may be extended to 5 times the number of vacancies and the Scheduled Caste/Scheduled Tribe candidates (and not any other) coming within the extended field of choice should also be considered against the vacancies reserved for them.

3.44 When the Committee suggested that in case adequate number of Scheduled Caste/Tribe employees were not available the zone of consideration might be increased to six times the number of vacancies as per the standing instructions, the Member (Personnel). ONGC has stated during evidence : "If it is six times we will follow it."

3.45 Asked whether there were cases where promotions had been denied on the basis of adverse entries in the annual confidential reports, the witness has stated that there can be such cases. If a person is inefficient and he is not contributing anything to the Corporation, he should not be promoted. But in ONGC, if the promotion is denied to a person belonging to Scheduled Caste/Scheduled Tribe on this basis, his case is reviewed at the highest level.

3.46 When asked whether in view of the shortfalls in promotions the ONGC would relax the condition of experience by reducing the length of service, the Chairman, ONGC has stated that that will create lot of disturbance within the Commission because when two people have joined on the same post and one is promoted by relaxing the length of service, that will create lot of problems. The Member ((Personnel), ONGC has added that a certain minimum period is necessary for a person to hold a higher job. So, unless he has got the experience for that period, he can not be promoted.

3.47 Asked whether the ONGC has made any agreement with their Employees' Association regarding promotion etc., it has been stated that no agreement has been signed with the employees' Associations/Unions in regard to recruitment/promotions. However, while framing the ONGC (Recruitment and Promotion) Regulations, 1980, all the recognised Unions/Associations have been consulted and details of Regulations have been promulgated after issuing the requisite Notice under the Industrial Disputes Act, 1947. While framing

Interim Promotion Policy, cadre re-adjustment for officers and the Long Term Promotion Policy, full deliberations were held with the recognised Unions before implementing these schemes.

The ONG (Recruitment & Promotion) Regulations clearly provide reservations for Scheduled Castes/Scheduled Tribes in the matter of recruitment and promotion etc.

3.48 The Committee are distressed to note that there is huge shortfall in the matter of promotion of Scheduled Caste and Scheduled Tribe employees in different categories of posts in Oil and Natural Gas Commission. The Committee are of the view that unless the extant orders on the subject are scrupulously followed in letter and spirit, liberal concessions and relaxations are given to Scheduled Caste/Tribe employees and their cases for promotion are considered sympathetically, the situation is not likely to improve. The Committee, therefore, urge the Oil and Natural Gas Commission to ensure that the orders on reservation in promotion issued from time to time by the Ministry of Home Affairs (Department of Personnel and Administrative Reforms) Bureau of Public Enterprises are rigidly followed and liberal concessions/relaxations given to Scheduled Caste/Scheduled Tribe employees at the time of promotion so that the vacancies reserved for Scheduled Castes and Scheduled Tribes are actually filled in by them and the shortfalls are obliterated at the earliest.

3.49 The Committee have been informed that in ONGC, zone of consideration for promotion in the case of general as well as Scheduled Caste/Scheduled Tribe candidates is twice the number of vacancies available. They fail to understand how with this limited zone of consideration, the ONGC expects to fill the reserved quota of Scheduled Castes/Scheduled Tribes in promotional posts when their representation is not full in the feeder cadres. The Committee would like to point out that the Department of Personnel have issued instructions on 24.12.1980 prescribing the normal zone of consideration as 3 times the number of vacancies. Where adequate number of Scheduled Caste/Scheduled Tribe candidates are not available within the normal zone of consideration, the field of choice can be extended to 5 times the number of vacancies. The Committee recommend that these instructions should be followed by the ONGC.

D. Recruitment Board/Departmental Promotion Committee

3.50. It has been stated that as per oil & Natural Gas Commission office order No. 4(i)/81-RP-I dated the 25th September, 1981, the constitution of Selection Boards and Departmental Promotion Committees for various posts in ONGC will be as under :—

- (I) (i) *For promotion/selection to the posts carrying pay scale of Rs. 2000-2500/- and above.*
1. Chairman, ONGC, or his nominee.
 2. Not less than two full-time Members of the Commission, one of them being the Administrative Member concerned.

3. Any other person/persons to be nominated by the Chairman, ONGC.
- (ii) *For promotion/selection to the posts in the pay scale of Rs. 1680-2300/-*
1. At least one of the Commission's Members concerned.
 2. A Director of the concerned discipline.
 3. Director (Personnel)
 4. Any other person/persons who may be nominated by Chairman of the Board.
- (iii) *For promotion/selection to the post in the pay scales of Rs. 1250-1900/- and Rs. 1560-2100/-*
- (a) *Under 'Merit' criteria by DPC/Selection :*
1. At least one of the Commission's Members concerned.
 2. A Director of the concerned discipline.
 3. Director (Personnel).
 4. Any other person/persons to be nominated by Chairman of the Board.
- (b) *Under 'Seniority-cum-fitness' criteria for promotions/Selection in the pay scales of Rs. 750-1500/- to Rs. 1560-2100/-*
1. A Director of the concerned discipline (by rotation).
 2. A Director of another discipline (by rotation).
 3. An additional Director/Chief Engineer/Officers of equivalent level of the concerned discipline.
- (iv) *For promotion/selection to the posts in the pay scales of Rs. 530-1060/- to Rs. 595-1140/-*
1. An officer in the pay scale of Rs. 2000-2500/- of the concerned discipline.
 2. An officer in the pay scale of Rs. 1680-2300/- of another discipline.
 3. An officer in the pay scale of Rs. 1680-2300/- of the concerned discipline.
- (v) *For promotion/selection to the posts in the pay scales maximum of which does not exceed Rs. 880/-*
1. An officer in the pay scale of Rs. 1680-2300/- of the concerned discipline.
 2. An Officer in the pay scale of Rs. 1250-1900/- of another discipline.
 3. An officer in the pay scale of Rs. 820-1680/-.

Except for item 1 (i), where Chairman, ONGC will be the Chairman, in all other cases the senior-most officer of the discipline concerned, or the line authority, as the case may be, shall be the Chairman, except where Member is presiding.

2. General

These Boards/Committees may be constituted of not less than 3 officers. The following broad criteria will apply :—

- (i) The Chairman of the Selection Board/D.P.C. should be at least three steps higher in respect of posts upto Senior Deputy Director's level while the other Members of the Board should be at least two steps higher.
- (ii) No member of the selection Board/D.P.C., after nomination, may absent himself from the proceedings, except with the prior approval of the Chairman of the Board, in which case the Chairman of the Board is empowered to nominate an officer of equivalent rank as the absenting officer and from the concerned discipline, in consultation with the Director (Personnel). However, when the Chairman of the DPC/Selection Board is a Member of the Commission, Director (Personnel) may not be consulted.
- (iii) Where the Chairman of the Selection Committee himself had to be suddenly absent, the interview will have to be postponed.
- (iv) Since the constitution of the Selection Board/D.P.Cs. has been standardised with the approval of the Standing Committee, the files need not be submitted for the constitution of the Selection Board/D.P.C. in each case to the competent authority for approval. However, the Director (Personnel) would have the Selection Board/D.P.C. constituted according to the availability of the Members and other officers and fix the date for holding the proceedings in consultation with the Chairman of the respective Board/Committees.
- (v) SC/ST representatives, as well as State Government nominee to be included in Selection Board/D.P.C., wherever required, would enjoy the status of additional member and preferably be of the same or equivalent grade as the other members of the Selection Boards/D.P.Cs. Whenever SC/ST representative is not readily available within the Commission, he may be co-opted from the other Organisation/Government bodies.

3. The approving authority for the proceedings of the Selection Boards/ Departmental Promotion Committees will be as under :—

- | | |
|-----|---------------------------------------------------------------------------------------------------------------|
| (a) | For items 1(i), 1(ii) and 1(iii) (a)—Chairman, ONGC. |
| (b) | For item 1(iii) (b) Member (Personnel)/
Member (Finance). |
| (c) | For item 1(iv) Director (Per)/
Director (F&A) for Finance &
Accounts cadres only/Head of the
Region. |

(d) For item 1(v)

Director (Per.)/
Director (F&A) for Finance
& Accounts cadres only/Head of
the Region of sub-region.

3.51. As regards association of Scheduled Caste/Tribe Officer with the Departmental Promotion Committees, the Member (Personnel), ONGC has stated during evidence that there could have been an odd Selection Committee where the Scheduled Caste/Scheduled Tribe representative might not have been there. When the Committee referred to ONGC Office Order dated 25.9.1981 and pointed out that there was not a single D.P.C. in which Scheduled Caste/Tribe Officer had been included in its composition, the witness promised to comply with it.

3.52. When asked about the status of the officers constituting the Board, the member (Personnel), ONGC has stated that it depends upon the recruitment of the post. If it is Joint Director and above, a Member of the Commission has to preside over the Selection Committee. If it is lower than that, General Manager presides. Normally the Member presides or an officer senior in status and of higher rank than the grade for which the recruitment is made.

3.53. The Committee note that Office Order dated 25th September, 1981, issued by the Oil and Natural Gas Commission gives the composition of various Selection Boards/Departmental Promotion Committees. But in none of them any Scheduled Caste/Scheduled Tribe Officer has been included. However, there is a general instruction contained in the aforesaid order that Scheduled Caste/Scheduled Tribe representative wherever required would enjoy the status of additional Member of the Selection Board/Departmental Promotion Committee. Whenever Scheduled Caste/Scheduled Tribe representative is not readily available within the Commission, he may be coopted from other organisation/Government bodies. From the information furnished to the committee, it is seen that out of 213 Selection Committee meetings held during the period 1.11.1981 to 31.10.1982, there was no representative of Scheduled Caste/Scheduled Tribe in 97 meetings. During the same period, out of 275 DPC meetings which were held, there was no Scheduled Caste/Scheduled Tribe representative present in 215 meetings. The Government instructions prescribe that the public enterprises should include invariably a Scheduled Caste/Scheduled Tribe Officer while constituting the Departmental Promotion Committees, Selection Boards etc., for the recruitment/promotions to posts/services under them. The Committee expect that the ONGC will ensure that these instructions are complied with.

E. Rosters

3.54. The Committee have been informed that 40 point roster for direct recruitment on All India basis otherwise than competitive tests is followed in the Commission. When recruitment of Graduate Trainees is made, the 40 point roster for direct recruitment on All India basis by means of open market competitive test is followed.

Recruitment/Promotion in respect of Class III and IV posts is decentralised regionwise and in such cases, in so far as direct recruitment is concerned, 100 point roster laid down by the Government of India for different States is followed in the States where ONGC offices are established.

3.55. In so far as promotions are concerned, the Commission has adopted the orders of the Government of India with effect from 4th July, 1973 and 40 point roster for promotion is being maintained. This roster is maintained for Class I, II, III and IV for promotions as per the instructions stated above and these rosters are being maintained category-wise and not by grouping of posts, as per the instructions laid down by the Government of India.

3.56. The rosters for direct recruitment as well as promotion are maintained by respective Establishment Sections at Headquarters and Regional Offices. As and when the vacancies occur, the respective establishment Sections place their demand to the recruitment division for filling up of the posts by giving the reservation points of the posts from the rosters maintained by those sections.

3.57. In order to maintain a check on reservation of posts for Scheduled Castes/Scheduled Tribes, regular returns as prescribed in the instructions are called for by the Headquarters quarterly, half-yearly and annually. These reports, when received, are checked and compared with the previous returns and after checking, are submitted to the Department of Petroleum with a copy to Bureau of Public Enterprises. Further, Liaison Officer has been appointed for the work regarding representation of Scheduled Castes/Scheduled Tribes in the Commission. The Liaison Officer is also responsible to inspect the rosters maintained in the various Establishments of the Commission from time to time and furnish his observations which are communicated to the Establishment Sections for compliance, scrutiny and consolidation.

3.58. In reply to a question, it has been stated that Rosters for Class I, II and III. (in the highest scale of Rs. 595—1140) are maintained at Headquarters of the ONGC. These are 40 point rosters. Regional Offices are maintaining rosters for Class III and IV categories.

3.59. The Committee wanted to know whether the Roster was an open document and whether Scheduled Caste/Scheduled Tribe employees could see it to ascertain their position. The Member (Personnel), ONGC, has stated during evidence that the rosters are certainly open to inspection and there is no secrecy about it. However, no Scheduled Caste/Scheduled Tribe employee has approached the Commission for this purpose.

F. Dereservation

3.60 The procedure for dereservation of reserved vacancies being followed by ONGC is stated to be as under :—

Before any reserved vacancy is dereserved in Class I and II posts and filled up by a general candidate, the prior approval of the

Chairman and Member concerned is taken. For Class III and IV posts, the Chairman is informed as and when the posts are de-reserved.

Before any vacancy is dereserved, following steps are taken :

I—Advertisement in Newspapers

- (i) The vacancies in posts recruitment to which is made on all-India basis are advertised in leading newspapers.
- (ii) Vacancies for Class III and IV posts which are filled in locally on regional basis, are advertised in local newspapers if candidates are not likely to be available through the Employment Exchanges.

II—Notification to Employment Exchange

- (i) All vacancies are notified simultaneously to the Employment Exchanges. Copies of the advertisements are also endorsed to the Regional/Local Employment Exchanges.
- (ii) Copies of the notifications are endorsed to recognised Associations and Organisations of Scheduled Castes/Scheduled Tribes to sponsor names of the candidates if available with them. In such an event, the candidates are allowed to apply directly without insistence on going through the Employment Exchanges.

3.61 In the case of a first advertisement it is clearly mentioned that applications from the general candidates against the reserved vacancies will not be entertained. If, after the first advertisement, the vacancies reserved for Scheduled Castes/Scheduled Tribes cannot be filled in or a lesser number of vacancies are filled in, the remaining vacancies are readvertised but on this occasion, general candidates are also made eligible to apply against these posts.

3.62 The reserved vacancies, if not filled in, are carried for three consecutive years before these are dereserved. For the reserved vacancies which have been carried forward for three years, applications are invited both from Scheduled Caste/Scheduled Tribe candidates and it is clarified in the advertisement that for vacancies reserved for Scheduled Castes/Scheduled Tribe candidates will be considered only in the event of non-availability of Scheduled Castes candidates and similarly, in respect of vacancies reserved for Scheduled Tribes/Scheduled Caste candidates would be considered.

3.63 While proposing the dereservation of vacancies reserved for Scheduled Castes/Scheduled Tribes, the efforts made for filling in these vacancies are brought to the notice of the Chairman.

3.64 A statement showing the reserved vacancies which were dereserved during each of the last five years indicating the category of posts is given

below :—

Year	Category of post	Dereserved against SC reservation	Dereserved against ST reservation	Total
1	2	3	4	5
1978	1. Sr. Chemist	1	1	2
	2. Accountant	3	2	5
	3. Jr. Accountant	1	1	2
		5	4	9
1979		— Nil —		
1980		— Nil —		
1981	1. Sr. Dy. Legal Adviser	1	—	1
	2. Dy. Legal Adviser	—	1	1
	3. Dy. Suptdg. Engr. (Drill)	2	2	—
	4. Executive Engineer (Mech.)	3	1	4
	5. Suptdg. Engr. (Elect.)	1	—	1
	6. Suptdg. Engr. (Civil)	—	1	1
	7. Dy. Suptdg. Engineer (Civil)	2	—	2
	8. Executive Engr. (Civil)	1	—	1
	9. Suptdg. Engr. (E & M)	1	1	2
	10. Jt. Manager (IE)	1	—	1
	11. Dy. Suptdg. Geologist	5	2	7
	12. Dy. Suptdg. Geophysicist (Wells)	1	1	2
	13. Suptd. Geophysicist	—	1	1
	14. Sr. Dy. Director (Programming)	1	—	1
	19	10	29	
1982	1. Sr. Driller	10	7	17
	2. Suptdg. Engr. (Mech.)	1	1	2
	3. Dy. Suptdg. Engr. (Mech.)	1	1	2
	4. Suptdg. Engineer (Cementing)	1	—	1
	5. Dy. Suptd. Engr. (Cementing)	—	1	1
	6. Sr. Driller (Cementing)	2	1	3
	7. Executive Engr. (Elect.)	1	1	2
	8. Suptdg. Engr. (Electronics)	1	—	1
	9. Dy. Suptdg. Engr. (—do—)	—	1	1
	10. Suptdg. Engr. (Production)	2	1	3
	11. Sr. Geologist	4	1	5
	12. Dy. Suptdg. Geophysicist (S)	4	3	7
	13. Sr. Geophysicist (Wells)	—	2	2
	14. Dy. Suptdg. Palynologist	1	—	1
	15. Deputy Director (Reservoir)	2	1	3
	16. Palynologist	1	1	2
	17. Asstt. Palynologist	1	—	1
	18. Suptd. (Maps)	—	1	1
	19. Suptdg. Chemist	—	1	1
	20. Asstt. Economist and Statistician	2	—	2
	34	24	58	

3.65 As regards dereservation, the Member (Personnel), ONGC, has stated during evidence that Chairman's approval is taken for dereserving a reserved vacancy. He has, however, added that they have not dereserved any direct recruitment vacancy in the Commission so far, nor do they propose to do it. The Commission wants to carry them forward and see that they are filled up. After 3 years, it automatically lapses.

3.66 When the Committee drew attention to the statement regarding dereservation of reserved vacancies furnished by ONGC, the Member (Personnel) has stated that those were promotional posts. There again, the Commission has only temporarily dereserved them for the purpose of recruitment at the induction level. When pointed out that there was no such term as "temporary dereservation", the witness has stated that they are doing this to help the Scheduled Caste/Scheduled Tribe candidates. He has added that the dereservation is only for the purpose of releasing the vacancies for direct recruitment of Scheduled Caste/Scheduled Tribe candidates.

3.67 The Committee note that the Oil and Natural Gas Commission have not dereserved any direct recruitment vacancy so far. They have however, dereserved a number of reserved vacancies in promotional posts as candidates belonging to Scheduled Castes/Scheduled Tribes were not available in feeder categories of posts. The Commission proposes to resort to direct recruitment of Scheduled Caste/Scheduled Tribe candidates at the induction level so that candidates from reserved categories are available for promotion to higher posts. The Committee recommend that all the reserved vacancies which could not be filled by direct recruitment and had to be carried forward should be filled up at the induction level before the expiry of 3 years *i.e.* before they get lapsed by resorting to special recruitment.

CHAPTER IV STAFF STRENGTH AND SHORTFALLS

A. Staff Position and Shortfalls

4.1 A statement showing the total number of employees in various categories of posts in the Oil and Natural Gas Commission and the number of Scheduled Castes and Scheduled Tribes among them as on 1.1.1982 is tabulated below :—

Category	Total No. of employees	No. of		Percentage of		Shortfalls	
		SCs.	STs.	SC	ST	SCs.	STs.
Class I	4271	278	63	6.51	1.50	362	257
Class II	2749	110	15	4.00	0.55	301	190
Class III	16326	1302	356	7.98	2.18	1146	868
Class IV	6615	930	358	14.06	5.41	61	137
Class IV (Sweepers)	245	230	8	93.88	3.27	—	7

4.2 Staff position of ONGC as on 1.1.1981 has been stated to be as follows :—

Category	Total No. of employees	No. of		Percentage of		Shortfalls		Percentage of	
		SCs	STs	SCs	STs	SCs	STs	SCs	STs
1	2	3	4	5	6	7	8	9	10
Class I	3663	209	45	10	1.86	340	229	9.28	0.06
Class II	2386	104	17	10.45	1.09	253	161	10.60	6.75
Class III	17090	1390	391	18.40	5.01	1173	890	6.86	5.21
Class IV	4500	642	239	30.00	10.37	33	98	0.73	2.18
Class IV (Sweepers)	214	204	2	96	0.93	10	—	4.67	—

Total number of employees and the number of Scheduled Castes and Scheduled Tribes amongst them under each pay scale of Class I, II, III and IV posts as on 1.1.1981 are given in the statement at *Appendix II*.

4.3 A statement showing the recruitment made during the last five years *i.e.* from 1976 to 1980 is at *Appendix III*.

4.4 When asked about the reasons for shortfalls in the employment of Scheduled Castes and Scheduled Tribes as against their reserved quota and the remedial measures taken to wipe out the shortfalls, it has been stated that the main reason for shortfall is non-availability of suitable candidates from Scheduled Caste/Scheduled Tribe categories. In order to fill up reserved vacancies Scheduled Caste/Scheduled Tribe candidates are also being considered at relaxed standard.

4.5 It has been stated that Scheduled Caste/Scheduled Tribe candidates are not available in the following posts :—

1. Geologist.
2. Geophysicist.
3. Mathematician.
4. Engineers in certain disciplines.

All efforts are being made to make good the shortfalls by advertising the posts time and again and giving wide publicity and informing the Scheduled Caste/Scheduled Tribe Welfare Associations etc. according to the instructions laid down for the purpose.

4.6 The Committee have been informed that in the year 1978 in order to make up the shortfall, the Commission recruited a special batch of Graduate Trainees belonging to Scheduled Caste/Scheduled Tribe communities. Against the requirement of 100 posts exclusively earmarked for Scheduled Caste/Scheduled Tribe candidates, many applications were received and 121 candidates were empanelled against the requirement of 100 posts. Only 95 had actually joined for training. During training some trainees resigned of their own accord. Ultimately only 59 trainees who were left to be absorbed were absorbed in regular posts, 55 in Class-I and 4 in Class II categories.

In the year 1981, ONGC had conducted campus interviews in universities to recruit post-graduate engineers and geoscientists. Consequently 39 Scheduled Caste and 14 Scheduled Tribe candidates have been selected and appointed in Class I equivalent category and are at present undergoing in-house training since 8.7.81.

Apart from this special efforts were also made for induction of Scheduled Caste /Scheduled Tribe candidates and 118 Scheduled Caste and 35 Scheduled Tribe candidates have been empanelled in Class I posts during the year 1981.

4.7 Statement giving the names of the posts for which 118 Scheduled Caste and 35 Scheduled Tribe candidates were empanelled is enclosed as *Appendix IV*. Out of these, 89 candidates have actually been appointed.

4.8 When asked about the efforts being made to wipe out the shortfalls in other categories of posts, it has been stated in a note furnished to the Committee that posts in Class II, III and IV categories are filled by promotion except at induction level *i.e.* in the pay scales of Rs. 290-400/-, Rs. 370-640/- and Rs. 595-1140/-. The reservations are already made according to the roster prescribed for this purpose. Further, recruitment to the Class III and IV posts is made region-wise. It has been stated that all efforts are being made by the concerned regional heads to make up the shortfall, if any, in these categories. However where Scheduled Caste/Scheduled Tribe candidates are not available in the lower category for consideration by the Departmental promotion Committee for higher posts, posts are filled in by general candidates subject to the condition that direct recruitment is resorted to in the lower posts for reserved candidates to fill in the gap in terms of Government of India, Ministry of Petroleum,

Chemicals and Fertilizers, Department of Petroleum's letter No. J-17014/6/78-Gen/SCT dated 22.8.1980.

4.9 The Committee enquired about the reason as to why out of 153 selected candidates for various posts in ONGC, only 89 reported for duty. The Chairman, ONGC, has stated during evidence that the work in the oil field is very exciting job but it is also very difficult job. People naturally take their own time in deciding whether to join because here they have to work under very hazardous conditions both on land and off-shore though the ONGC pays them better than many other companies in the country. He has further stated that at present any one who is posted in eastern region is not willing to stay there and maximum number of people have been found leaving in that area. The reason is that the job is very difficult and the work in the oil-fields is very tough.

4.10 Asked about the reasons for empanelling 118 Scheduled Caste and 35 Scheduled Tribe candidates during the year 1981, the Member (Personnel), ONGC, has stated during evidence as follows :—

“Again as you see, the recruitment of 35 people is a campus recruitment which is a special recruitment. There again we went for a drive to identify and select Scheduled Caste candidates in the University campus. We have to take on several drives to increase the intake of Scheduled Caste and Scheduled Tribes. Of course, we do not follow strictly the Government procedure of creating a vacancy and then identifying the person against that post. Then our procedure will be much too slow.”

4.11 The Committee enquired whether the ONGC resorted to direct recruitment in case Scheduled Caste/Scheduled Tribe employees were not available for promotion. The Member (Personnel), ONGC, has stated during evidence as follows :—

“We do not have sufficient Scheduled Caste/Scheduled Tribe candidates for promotion. So we temporarily dereserve and create the vacancies in the lower grade which can be filled by direct recruitment.”

4.12 The Committee referred to the reply furnished by ONGC that in 1979-80 special recruitment was made to make up the shortfalls in Class I posts but for Class II, III and IV posts special recruitment was not made and desired to know the reasons therefor. The Member (Personnel), ONGC has stated as follows :—

“We have taken due note of this in the Bombay meeting (visit by a Study Group of the Committee to ONGCs' office at Bombay in September, 1982). These are the categories which are delegated for recruitment to the regions. We are going to do the special recruitment for the regions.”

4.13 In reply to a question, Chairman, ONGC has stated during evidence that they have taken a policy decision that in certain disciplines where there are difficulties in those categories the strength will be 10 to 30 per cent more than

the authorised strength. Even if some people go to some other countries the organisational effectiveness should not be lost. This policy decision although not fully implemented, is being implemented slowly.

4.14 In reply to a question, it has been stated that in the third year of carry forward a vacancy reserved for Scheduled Tribe is given to Scheduled Caste if a suitable Scheduled Tribe candidate is not available and *vice versa*. The reserved vacancies so exchanged during the year 1979, 1980 and 1981 are given below :—

Class	Scheduled Castes appointed against vacancies reserved for Scheduled Tribes.			Scheduled Tribes appointed against vacancies reserved for Scheduled Castes.		
	1979	1980	1981	1979	1980	1981
Class-I	—	1	—	—	—	—
Class-II	—	—	—	—	—	—
Class-III	1	1	—	—	—	—
Class-IV	—	—	—	—	—	—

4.15 The Committee find that the overall percentage of representation of Scheduled Caste employees in Class II and Class III posts came down as on 1.1.1982 as compared to 1.1.1981. As on 1.1.1981, out of 2386 Class II employees, the number of Scheduled Caste employees was 104 (4.5 per cent). As on 1.1.1982; out of 2749 employees, the number of Scheduled Caste employees was 110 (4.0 per cent).

As on 1.1.1982, there was an overall shortfall of 301 Scheduled Castes in Class II categories of posts. In Class III posts, as on 1.1.1981, out of 17090 employees, the number of Scheduled Caste employees was 1390 (8.1 per cent). As on 1.1.1982, out of 16326 employees, the number of Scheduled Caste employees came down to 1302 (7.98 per cent). As on 1.1.1982, there was an overall shortfall of 1146 Scheduled Castes in Class III categories of posts.

From the data furnished to the Committee, it is seen that the overall percentage of representation of Scheduled Tribe employees also in Class II and Class III posts came down as on 1.1.1982 as compared to 1.1.1981. As on 1.1.1981, out of 2386 Class II employees, the number of Scheduled Tribe employees was 17 (0.7%). As on 1.1.1982, out of 2749 employees, the number of Scheduled Tribe employees came down to 15 (0.55 per cent). As on 1.1.1982, there was an overall shortfall of 190 Scheduled Tribes in Class II categories of posts. In Class III posts, as on 1.1.1981 out of 17090 employees, the number of Scheduled Tribe employees was 391 (2.3 per cent). As on 1.1.1982, out of 16326 employees, the number of Scheduled Tribe employees came down to 356 (2.18 per cent). As on 1.1.1982, there was an overall shortfall of 868 Scheduled Tribes in Class III categories of posts.

The above figures show that the proportion of intake of Scheduled Caste and Scheduled Tribe candidates in Class II and III posts was less than the proportion

of general category candidates appointed during the year 1981. The Committee would like the Commission to examine why this is happening and also make serious efforts to employ larger number of persons belonging to these communities to fill up the backlog within a stipulated time by resorting to special recruitment.

4.16 From the data furnished to the Committee, it is seen that the representation of Scheduled Castes/Scheduled Tribes in Class I posts, particularly in the higher scales, is very low. As on 1.1.1981, out of 2139 officers in the pay scale of Rs.820-1680, the number of Scheduled Castes and Scheduled Tribes was 144 (6.7 per cent) and 37 (1.7 per cent) respectively. In the next higher scale of Rs. 1250-1900, out of 999 officers, 51 (5.1 per cent) belonged to Scheduled Castes and 7 (0.7 per cent) to Scheduled Tribes. In the pay scales of Rs. 1560-2100 and above, out of 525 officers the number of officers belonging to Scheduled Castes and Scheduled Tribes was 14 and 1 respectively. This shows there is a considerable leeway to be made up before the representation of these communities in the officers cadres reaches the desired level. The Committee expect that the ONGC will make serious efforts to increase the intake of Scheduled Castes and Scheduled Tribes in recruitment as well as in promotions to the various posts.

4.17 The Committee are constrained to note that the representation of Scheduled Castes in Class I and II posts and of Scheduled Tribes in all classes of posts in the ONGC is much below the quota prescribed for them, and as on 1.1.1982 there is a shortfall of 619 Scheduled Caste/Scheduled Tribe employees in Class I, 491 Scheduled Caste/Scheduled Tribe employees in Class II, 2014 Scheduled Caste/Scheduled Tribe employees in Class III and 198 Scheduled Caste/Scheduled Tribe employees in Class IV. The Committee note that in 1978 and 1981 the Commission resorted to special recruitment exclusively for Scheduled Castes and Scheduled Tribes in Class I and took quite a good number of Scheduled Castes/Scheduled Tribes in Class I posts. The Committee recommend that vigorous efforts should be made to improve the representation of Scheduled Castes and Scheduled Tribes in other categories of posts also and necessary instructions should be issued to all Regional Offices to make special recruitment of Scheduled Castes/Scheduled Tribes to clear the backlog.

4.18 The Committee note that the Oil and Natural Gas Commission observes the principle of exchange of vacancies between Scheduled Castes and Scheduled Tribes during the third year of carry forward if suitable candidates of the community for whom the vacancies are reserved, are not available. The Committee are, however, surprised to note that during the years 1979, 1980 and 1981 only 3 vacancies had been interchanged although the number of carried forward vacancies is quite large as is evident from the statement of recruitment for the last five years furnished by ONGC. The Committee stress that Government orders on the subject should be strictly followed by the ONGC and the vacancies reserved for one community, which have been carried forward for three years, should be filled from suitable candidates belonging to other community.

4.16 The Committee note that during the direct recruitment of Scheduled Castes and Scheduled Tribes made during 1981, a number of Scheduled Caste/

Scheduled Tribe candidates were not called for interview as they did not fulfil the criterion of period of experience prescribed for the posts, e.g. for posts of Assistant Legal Adviser, Joint Director (P&A), Superintending Engineer (Mechanical). The Committee would like to point out that under the instructions issued by the Government, the qualification regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, if at any stage of selection, the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them. When this matter was discussed during evidence, the Chairman, ONGC, stated : "Generally in the case of experience, we have not been relaxing if there are instructions, we feel that experience should be relaxed without affecting the efficiency."

The Committee recommend that where sufficient number of candidates from Scheduled Caste/Scheduled Tribe communities are not available to fill the reserved vacancies, the candidates with lesser experience should be selected and they should be given orientation training so as to bring them upto the required standard of efficiency.

4.19A. The Department of Personnel have issued instructions on 7th June, 1977 that statistical information relating to representation of Scheduled Castes and Scheduled Tribes in statutory and semi-government bodies and in public sector undertakings may be usefully included in their annual reports. -The Committee find that these instructions are not being followed by the Oil and Natural Gas Commission. The Committee recommend that these instructions should be strictly followed in future.

B. In-Service Training

4.20 It has been stated that Regulation 3 of Schedule II attached with ONGC (Recruitment and Promotion) Regulations, 1980 specifically provides that "All persons who have been directly recruited shall undergo such training and tests as may be specified by the Commission from time to time." However, during the years 1978 and 1981 where special recruitment efforts to fill the gap for Scheduled Caste/Scheduled Tribe categories were made, exclusive training for Scheduled Caste/Scheduled Tribe recruits was arranged. The period of the training was one year.

4.21 In reply to a question, it has been stated that employees of the Commission are deputed abroad for undergoing training and participating in seminars, conferences etc. The total number of employees deputed for training abroad during the last three years is given below:-

Training	—	280
Seminars etc.	—	126
Total :	=	<u>406</u>

Out of these 406 employees deputed abroad in the last three years, 8 belonged to Scheduled Castes and 1 belonged to Scheduled Tribe.

4.22 Particulars of persons belonging to Scheduled Castes/Scheduled Tribes who were sent abroad for undergoing training courses and participation in the seminars is given below :—

Sl. No.	Name	Designation	Category to which belongs	Country to which sent
<i>A Sent for Training</i>				
1.	Shri B. Duari	Assistant Executive Engr. (Mech.)	SC	Japan
2.	Shri Susharma	Foreman Gd. I (Elect.)	SC	U.K.
3.	Shri R.N. Poddar	Asstt. Executive Engineer (Production)	SC	U.S.A.
4.	Shri K. Anjeneyan	Deputy General Manager	SC	U.S.A.
5.	Shri N.C. Das	Chemist	SC	U.K.
6.	Shri Chattar Singh	Senior Geophysicist	SC	France
7.	Shri Ram Autar	Dy. Director (Reservoir)	ST	France
<i>B. Sent for Seminars etc.</i>				
1.	Shri K. Anjeneyan	Deputy General Manager	SC	Norway
2.	Dr. S.K. Laskar	Senior Mathematician	SC	U.K.

4.23 It has further been stated that in house training is also imparted to employees including Scheduled Caste/Scheduled Tribe employees by ONGC training centres to refresh their technical know-how keeping in view the latest techniques in oil industry adopted by other countries.

4.24 The Committee desired to know whether in-service training was helping the Scheduled Caste/Scheduled Tribe employees. The Member (Personnel), ONGC has stated that this has been arranged from 1982 only.

4.25 In reply to a question, he has stated that this training incorporates several tests. If anyone is falling behind the standard, he is given special training. The Commission does not given up any person, but keeps on trying with him so that he may come up to the standard.

4.26 When asked whether the training had helped the of Scheduled Caste/Scheduled Tribe employees at the time of promotion, the witness has stated that after the training they are put on the job and they are also reported

upon in respect of their performance of the job and when they come up for promotion, the quality of the training that is given to them, is also considered along with their performance.

4.27 When asked about the details about the Scheduled Caste/Tribe officers sent on training abroad the Member (Personnel), ONGC has stated as follows :—

“We can specifically go into each of the disciplines. For example, in the discipline for which we sent the people abroad, there might have been no Scheduled Castes and Scheduled Tribes people available for the purpose of training. The question can only be answered in this manner. But if we can take any discipline in which Scheduled Castes and Scheduled Tribes people are available and yet for some reason they were not selected for training, we can go into details. But all that I can say now is that wherever Scheduled Caste and Scheduled Tribe candidates are available, due consideration is given to their claim for training abroad.”

4.28 When pointed out that there was stipulation of 25 per cent reservation for training abroad, the witness has stated that 25 per cent reservation is no doubt there, but the Commission should get the fullest advantage by the training of their officers abroad. He has further stated that officers of the requisite status should also be available for being sent for training.

In reply a question, he has stated as follows :—

“We have certain facilities within the country for training. The technology which we follow is very highly sophisticated. All the aspects cannot be covered by the kind of facilities we have in our country. So we do send people abroad for training. It is not as though the in-service training is ineffective and so they are sent abroad for training. The training could be inadequate and thereby some people are being sent abroad to bridge the knowledge gap or the technology gap.”

4.29 The Committee feel unhappy that out of 406 employees of the ONGC deputed for training or attending the seminars abroad during the last three years, only eight belonged to Scheduled Castes and one to Scheduled Tribe. The Committee recommend that as per Government orders, while deputing officers for training or attending seminars, conferences etc., preference should be given to officers belonging to Scheduled Castes and Scheduled Tribes. It would help them to broaden their outlook, equip themselves with specialised knowledge and would also boost the morale of the officers of these communities.

C. Apprenticeship Training

4.30 Under the Apprenticeship Act 1961, it is obligatory on all employers in the specified industries to engage apprentices as per prescribed

ratio in the designated traders. In the case of trade apprentices, the training consists of basic training (except in the case of commercial apprentices) followed by on-the-job or shop floor training with related instructions throughout the period of training. During the period of apprenticeship training each apprentice is paid stipend. The rate of stipend for trade apprentices is as follows :—

First Year	Rs. 230/- p.m.
Second Year	Rs. 260/- p.m.
Third Year	Rs. 300/- p.m.
Fourth Year	Rs. 350/- p.m.

At the end of the training, apprentices are trade tested by the National Council for Training in Vocational Trades and those successful are awarded the National Apprenticeship Certificates.

4.31 The Apprenticeship Act, 1961 provides for reservation for Scheduled Castes/Scheduled Tribes while engaging apprentices. The percentage of reservation prescribed varies according to the population of Scheduled Castes and Scheduled Tribes in the State where the organisation is located.

4.32 It has been stated that in case suitable Scheduled Caste/Scheduled Tribe candidates are not sponsored by an Employment Exchange for training in a trade in ONGC, the vacancies reserved for them are treated as unreserved and candidates belonging to other communities are taken against those seats.

4.33 Training is imparted in the following trades to the apprentice trainees :—

- (i) Clerk (General)
- (ii) Storekeeper (including purchase)
- (iii) Book Keeping and Accountancy
- (iv) Mechanic (MV)
- (v) Draftsman (Mech.)
- (vi) Draftsman (Civil)
- (vii) Electrician
- (viii) Refrigerator and Air conditioning Mechanic
- (iv) Surveyor

Duration of the training is one year.

4.34 Number of percentage of Scheduled Caste/Scheduled Tribe apprentices selected tradewise for training under the apprenticeship scheme during the last three years and those under training from 30th September, 1982 onwards is as under :

Sl. No.	Trade	Apprentices trained										Total		Apprentices		Grand Total	
		Oct. 79 to Sept. 80		Oct. 80 to Sept. 81		Oct. 81 to Sept. 82		SC	ST	under training		Total	SC/ST	%age			
		Total	SC/ST	Total	SC/ST	Total	SC/ST			As on 30.9.82	SC/ST						
		3	4	5	6	7	8	9	10	11	12	13	14	15			
1.	Clerk (General)	16	2	3	1	—	—	19	3	57	15	76	18	23.68			
2.	Book Keeping & Accountancy	9	—	—	—	—	9	—	—	29	3	38	3	7.89			
3.	Store Keeper (IF)	8	—	—	—	—	—	8	—	35	7	43	7	16.23			
4.	Mechanic (M.V.)	2	—	3	1	4	1	9	2	3	1	12	3	25.00			
5.	Draftsman (M)	2	—	1	—	2	—	5	—	1	—	6	—	—			
6.	Draftsman (C)	—	—	—	—	—	—	—	—	2	—	2	—	—			
7.	Electrician	3	—	3	1	2	—	8	1	4	—	12	1	8.33			
8.	R. & A.C. (Mech.)	2	—	—	—	4	—	6	—	3	—	9	—	—			
9.	Surveyor	—	—	1	—	1	—	2	—	2	—	4	—	—			
Total		42	2	11	3	13	1	66	6	136	26	202	32	—			

In reply to a question it has been stated that the apprentices who have undergone training in the ONGC are given preference in recruitment to the posts on a regular basis.

The total number of trained apprentices absorbed in the ONGC during the last three years and the number of Scheduled Castes/Scheduled Tribes among them is given below :—

Oct. 79 to Sep. 80		Oct. 80 to Sep. 81		Oct. 81 to Sep. 82		Grand	Total
Total	SC/ST	Total	SC/ST	Total	SC/ST	Total	SC/ST
26	3	50	3	24	2	100	8

4.37 The Committee enquired why only 8 persons belonging to Scheduled Castes/Scheduled Tribes had been taken after apprenticeship training. The Member (Personnel), ONGC, has stated during evidence that in 1979-80, 29 were trained out of which 3 were Scheduled Castes/Scheduled Tribes. In 1980-81, 53 were trained out of which 3 were Scheduled Castes/Scheduled Tribes and for 1981-82, 26 were trained and 2 were Scheduled Castes/Scheduled Tribes. So the total was 8 out of 100. In reply to a question, he has stated that probably, only 8 Scheduled Caste/Scheduled Tribe candidates were available.

4.38 When his attention was drawn to the figures of persons trained and absorbed in service after training and asked how more persons had been shown as absorbed whereas number of persons trained had been shown less, the witness has stated that the persons appointed may not be necessarily from the same batch.

4.39 Details of all the 100 apprentices who have been absorbed during the last three years are indicated below showing batchwise position of their training in different years :—

Year of the batch	Number absorbed			
	Gen.	SC.	ST.	Total
1972-74	2	—	—	2
1976-77	12	3	—	15
1976-78	2	—	—	2
1977-78	21	2	—	23
1977-79	2	—	—	2
1978-79	19	1	—	20
1979-80	32	2	—	34
1980-81	2	—	—	2
Total :	92	8	—	100

4.40 In reply to a question, Member (Personnel), ONGC, has stated that the apprenticeship does not have any guarantee for appointment.

4.41 When the Committee suggested that Scheduled Caste/Tribe candidates should not only be taken through Employment Exchange for apprenticeship training but should be taken direct also, the Chairman, ONGC, has stated as follows :—

“This point was discussed in general even earlier. We had agreed to follow unconventional methods in the case of Scheduled Caste/Scheduled Tribe candidates. I will not say that we are contravening Government

instructions. According to Government instructions, we have to take persons through employment exchanges. We will think of many more unconventional methods as to help them."

4.42 As regards the recruitment of Apprentices, the Member (Personnel), ONGC, has stated that apprentices are also recruited through Employment Exchanges and preference is given to Scheduled Caste/Scheduled Tribe candidates. He has however, admitted that response from Scheduled Castes/Scheduled Tribes was not that much as expected by the ONGC. In this connection, the Chairman, ONGC, has stated as follows :—

"During our discussion in Bombay, a very interesting suggestion was made that, for Scheduled Castes and Scheduled Tribes, we should make a separate selection, train them up for some time and again after testing if they are found fit, they may be employed. We are working on that suggestion for all categories so that we can take these people out of the applications received, put them through the training programme make them go through a test at the end of the training programme and then select."

4.43 In reply to a question, the Chairman, ONGC has promised to advertise the vacancies for Apprentices on All India Radio in regional languages.

4.44 Under the Apprentices Act 1961, it is obligatory on all employers in specified industries to engage apprentices as per prescribed ratio in the designated trades. There is no obligation on the part of employers to absorb the apprentices in the organisations in which they are trained. However, the Ministry of Labour have vide their O.M. No. DEGT-2 (5) 80-AP dated 28.5.1980, issued instructions that 50% of the direct recruitment vacancies should be filled up by trained apprentices.

From the information furnished to the Committee regarding apprentices trained during the last 3 years, the Committee are unhappy to note that ONGC has not been able to select sufficient number of Scheduled Caste/Scheduled Tribes candidates as per their reserved quota. In the categories of Draftsman (Mechanical), Draftsman (Civil), Refrigeration and Air-Conditioning Mechanic and Supervisors, they could not get even a single Scheduled Caste/Scheduled Tribe candidate during the last 3 years for apprenticeship training. In fact, no Scheduled Tribe candidate joined as an apprentice in any of the trades for which training was conducted by the Commission. The Committee feel that adequate publicity is not being given for the apprenticeship training programmes of the Commission. They therefore recommend that besides approaching Employment Exchange for candidates for apprenticeship training, the Commission should advertise their training programmes in the leading newspapers in regional languages and also through broadcast over All India Radio so that sufficient number of Scheduled Caste/Scheduled Tribe candidates come forward for such training.

4.45 From the information furnished to the Committee, it is seen that out of 100 trained apprentices who were absorbed in ONGC during the period October, 1979 to September, 1982, 8 belonged to Scheduled Castes and none to Scheduled Tribe. The Committee are of the view that keeping in view the instructions issued by the Ministry of Labour in May, 1980, and the requirement of trained apprentices by the ONGC, it should be possible for the Commission to train Scheduled Caste/Scheduled Tribe candidates in larger number and all those who desire to join the organisation should be absorbed.

CHAPTER V

MISCELLANEOUS

A. Redressal of Grievances

5.1 It has been stated that complaints received from Scheduled Caste/Scheduled Tribe employees or Associations are examined by the special Cell formed at the Headquarters of ONGC. These complaints are sent to the respective offices/regions and their comments are obtained. After scrutiny of these complaints and comments, a monthly return is submitted to the Ministry of Energy, Department of Petroleum.

A register is maintained at Headquarters, where record of representations received from Scheduled Caste /Scheduled Tribe employees and their disposal is shown.

5.2 Details of the complaints/representations received from Scheduled Caste /Scheduled Tribe Organisations and employees during last 3 yeras and action taken thereon are as under :—

Total number of complaints received	—	26
Nature of complaints }	—	regarding transfer
	—	' promotion, harassment and
	—	other service matters.
Disposal	—	21 cases agreed. 5 cases not agreed,

5.3 Explaining the procedure being followed to look into the complaints from Scheduled Caste/Scheduled Tribe employees, the Director (Personnel) has stated during evidence that if there is a complaint against certain Supervisor or a certain Executive, the Commission does not ask that Executive nor is the complaint given to him. An independent enquiry is made into that complaint and explanation of the Executive is called. The scrutiny is done by an officer supervisor to the officer complained against.

5.4 In reply to a question, he has stated that after some very useful suggestions received from the Study Group of the Parliamentary Committee on the Welfare of Scheduled Caste and Scheduled Tribe which met at Bomay in September, 1982, a review was carried out and the Commission has recently inducted a joint Director (Vigilance) with particular reference to his being a Scheduled Caste, to report directly to the Chairman.

5.5 The Committee note that a register is being maintained by the SCT Cell at the Headquarters of ONGC where representations/complaints from

Scheduled Caste/Scheduled Tribe Associations and employees are recorded and their disposal is shown. It has been stated that such complaints relate to transfer, promotion, harassment and other service matters.

A monthly return about such complaints with the comments of the ONGC is submitted to the Department of Petroleum. The Committee would like the Department of Petroleum to scrutinise these returns thoroughly and ensure that disposal of the complaints from Scheduled Caste/Scheduled Tribe employees is not unduly delayed and full justice is done to the aggrieved employees.

5.6 The Committee note that a Joint Director (Vigilance) who belongs to Scheduled Caste, has been asked to look into the grievances of Scheduled Caste/Scheduled Tribe employees. The Committee hope that this will help to instil confidence in the minds of Scheduled Caste/Scheduled Tribe employees about judicious and expeditious disposal of their complaints/representations.

B. Housing Facilities

5.7 The Committee have been informed that the ONGC is having its own housing colonies at the Headquarters, Dehradun and also at Regional Office *i.e.* at Baroda, Bombay and Nazira. In addition, ONGC's own colonies are existing at Ahmedabad, Mehsana, Cambay, Ankleshwar and Agartala.

5.8 At ONGC Headquarters, Dehradun, at present, 384 residential quarters are under occupation by employees. Out of this, 18 quarters have been allotted to employees belonging to Scheduled Caste Scheduled Tribe. Information with regard to other work centres is as follows :—

Name of the Station	Type of Quarter	Allotted to	
		SC	ST
Nazira	A — 553	27	11
	B — 377	10	—
	C — 114	—	—
	D — 9	—	—
Baroda	A — 474	87	6
	B — 222	8	1
	C — 80	3	—
	D — 7	—	—
Agartla	A — 136	9	5
	B — 52	3	1
	C — 32	2	1
	D — 2	—	—
Ankleshwar	A — 216	5	—
	B — 202	5	—
	C — 56	5	—
	D — 1	—	—
Cambay	A — 204	7	1
	B — 36	—	—
	C — 16	2	—
	D — 1	1	—

1	2	3	4
Dehradun	A — 192	8	1
	B — 144	9	—
	C — 48	—	—
	D — 5	—	—
Mehsana	A — 258	15	—
	B — 88	—	—
	C — 24	—	—
	D — 1	—	—
Ahmedabad	A — 389	52	6
	B — 144	7	1
	C — 62	1	1
	D — 3	—	—
Bombay	A — 232	20	4
	B — 514	18	—
	C — 364	13	—
	D — 22	1	—

5.9 In reply to a question, it has been stated that ONGC have reservations for Scheduled Castes and Scheduled Tribes for the allotment of quarters at the following percentage :—

A & B Type	—	10% (ratio of reservation between Scheduled Castes and Scheduled Tribes is 2 : 1)
C & D Type	—	5% (ratio of reservation between Scheduled Castes and Scheduled Tribes is 2 : 1)

5.10 When the Committee suggested that Scheduled Caste/Scheduled Tribe employees deserved 100% residential accommodation, the Chairman, ONGC, has stated during evidence as follows :—

“Housing is a very difficult issue and we try to give as much preference as possible. But would you kindly appreciate that we have to get the work done and if we give all the houses to one category, then, we have problems in other categories? But we are trying to give cent per cent accommodation to Scheduled Caste and Scheduled Tribe employees. In principle, it is also accepted. It is a question of finding means. We are also working on other projects through Cooperative Housing Projects. It will be applicable in particular to Scheduled Tribe and Caste employees so that we can take care of them.

I cannot give any categorical assurance that I can provide cent per cent accommodation. But, we are trying to get more and more accommodation.

There is a Ten-year Perspective Plan which will take care of all these things.”

5.11 The Committee note that ONGC is required to provide reservation of 10% in Type A and B quarters and 5% in Type C and D quarters for Scheduled Caste and Scheduled Tribe employees. However, from the figures furnished to the Committee it is seen that at the ONGC's headquarters at Dehradun, out of 53 Type C and D quarters allotted to the employees, no quarter has been allotted to any Scheduled Caste/Scheduled Tribe employee. At Nazira, out of 123 Type C and D quarters allotted, no quarter has been allotted to any Scheduled Caste/Scheduled Tribe employee. The proportion of quarters of different types allotted to Scheduled Caste/Scheduled Tribe employees at different work centres is generally found to be quite low.

The Committee would suggest that arrangement should be made to provide houses to all Scheduled Caste/Scheduled Tribe employees since they are not getting houses on rent because of social stigma.

5.12 The Committee note that all the Ministries/Departments of the Government of India have been asked to allocate funds under the Special Component Plan for Scheduled Castes in various sectors. The Committee are of the view that welfare schemes for Scheduled Caste/Scheduled Tribe employees should be introduced in all Public Sector Undertakings and a certain percentage of funds should be earmarked for them. Details of the funds allocated for the various schemes and their utilisation should be suitably included in the Annual Reports of the Public Sector Undertakings.

NEW DELHI ;
April 26, 1983

Vaisakha 6, 1905 (Saka).

A. C. DAS
Chairman,
Committee on the Welfare of
Scheduled Castes and
Scheduled Tribes.

APPENDIX I

(Vide para 1.13 of Report)

No. A-11011/3/78-Estt.

Government of India

Ministry of Petroleum, Chemicals & Fertilizers,

(Department of Petroleum)

New Delhi, the 2nd May, 1979.

• O R D E R

Subject :—Creation of posts for the work relating to SC/ST, Vigilance & Security in the Department of Petroleum.

The sanction of the President is hereby accorded to the creation of the undermentioned temporary posts for the work relating to SC/ST, Vigilance and Security in the Department of Petroleum with immediate effect and upto 29.2.1980 :—

S. No.	Designation of the Post	No. of posts	Scale of Pay
<i>Gazetted :</i>			
1.	Section Officer	1	Rs. 650-1200
<i>Non-Gazetted :</i>			
2.	Assistant.	1	Rs. 425-800
3.	Lower Division Clerk	1	Rs. 260-400

2. The expenditure involved will be debitable to Major Head '296'-A-Secretariat-Economic Services-A-1-Sect. A (1)(1)—Department of Petroleum-A. 1 (1) (1)-Salaries-Under Grant No. 69-Ministry of Petroleum, Chemicals and Fertilizers for the year 1979-80

3. This issues with the concurrence of the Ministry of Finance (Department of Expenditure) and the Finance Division of this Department.

Sd/- T. P. Subrahmanyan
Under Secretary to the Government of
India

Copy to :—

A. O., PAO., Deptt. of Petroleum, New Delhi etc.

APPENDIX II

(Vide para 4.2 of Report)

Statement showing total number of employees and the number of Scheduled Castes and Scheduled Tribes amongst them under each pay scale of Class I, II, III and IV posts as on 1.1.1981.

Sl. No.	Category of post	Total employees	Scheduled Castes	Scheduled Tribes
1	2	3	4	5
	<i>Class I</i>			
1.	<i>Pay Scale : 2500-3000/-</i> Sr. Directors/Group General Managers/Chief of Vigilance & Control/General Managers.	7	—	—
2.	<i>Pay Scale : 2250-2750/-</i> Directors/General Managers/Master (FG)/Officer on Special Duty	29	1	—
3.	<i>Pay Scale : 2000-2500/-</i> Chief Geologists/Chief Geophysicists/Additional Directors/Chief Engineers/Sr. Chief Officer (FG)/Chief Industrial Engineer/Project Manager/Secretary to the Commission/Director (Administration)	68	1	—
4.	<i>Pay Scale ; 1680-2300/-</i> Suptdg. Geologists/Suptdg. Chemists/Suptdg. Geophysicists/Jt. Directors/Suptdg. Mathematician/Suptdg. Palynologists/Suptdg. Surveyor/Suptdg. Engineers/Port Captains/Sr. Second Engineers/Dy. Chief Medical Officers/Dy. Chief Legal Advisers.	98	2	—
5.	<i>Pay Scale : 1560-2100/-</i> Dy. Suptdg. Geologists/Dy. Suptdg. Chemists/Dy. Suptdg. Geophysicists/Dy. Suptdg. Mathematician/Dy. Suptdg. Palynologists/Dy. Suptdg. Engineers/Dy. Suptdg. Surveyors/Sr. Dy. Directors/Chief Officer (FG)/Medical Suptdg./Deep Drilling Suptdg./Sr. Dy. Managers/Sr. Dy. Legal Advisers/Dy. Suptdg. Librarians.	323	10	1
6.	<i>Pay Scale : 1250-1900/-</i> Sr. Geologists/Sr. Chemists / Sr. Geophysicists/Sr. Math./Sr. Palynologists/Dy. Directors/Sr. Drillers/ Sr. Photographers/Ex. Engineers/Second Officer (FG) Marine Radio Officers/Sr. Medical Officer/Sr. Horticulturists/Dy. Legal Advisers/Sr. Librarians/Sr. Security Officers/Sr. Fire Officers.	999	51	7

1	2	3	4	5
7.	<p><i>Pay Scale : 820-1680/-</i> Geologists/Chemists/Programmers/Geophysicists/Mathematicians/Polynologists/Asstt. Directors/Drillers/Map Officers/Drawing Officers/Photographers/Asstt. Ex. Engineers/ Third Officer (FG)/Marine Radio Officers/ Medical Officers/Dental Surgeons/Economist and Statistician/ Finance & Accounts Officers/Hindi Officers/Horticulturists/Work Study Officer/Labour Officer/Interpreter-cum-Translator/Asstt. Legal Adviser/ Librarian/Marketing Officer/Administrative Officer/Stores & Purchase Officer/Public Relations Officers/Security Officers/Fire Officers/Selection Grade Private Secretary.</p>	2139	144	37
	<i>Class II</i>			
1.	<p><i>Pay Scale : 750.1500/-</i> Asstt. Economist & Statistician/Asstt. Geologists/Asstt. Chemists/Asstt. Geophysicists/Asstt. Palynologists/Asstt. Engineers/ Asstt. Drillers/Head Glass Blower/Superintendents/Head D/Man/Asstt. Photographers/ Legal Surveyors/Foreman/Sr. Roustabout/ Sr. Cook (Marine)/Stewards/Sr. Deck Hands/Marine Radio Operators/Sr. High Pressure Welders/Head Pharmacists/ Matrons/Head Dental Asstt./Head Radiographer-cum-X-Ray Technicians/Head Laboratory Technicians/Accountants/Asstt. Horticulturists/Asstt. Librarian/Private Secretaries/Asstt. Security Officers/Chief Storekeepers/Head Operators/Legal Inspectors/Head Card Punch Operators/Asstt. Fire Officers/Asstt. Mathematicians/Sr. Technicians/Engine Room Mechanic Gde. I</p>	2386	104	17
	<i>Class III</i>			
1.	<p><i>Pay Scale : 595-1140/-</i> Sr. Technical Asstts./Sr. Geophysical Asstt./ Junior Engineers/Drilling Asstt./Senior Glass Blowers/Sr. Surveyors/Design Draftsman/Marine Asstts. Radio Operators/Jr. High Pressure Welders/Jr. Supervisor/Sr. Pharmacist/Sr. Nurse/Sr. Dental Asstts./ Sr. Radio-cum-X-Ray Technicians/Sr. Lab. Tech. Forman Gde. II/Jr. Accountants/ Jr. Suptdts. / Personal Asstts. / Sr. Security Inspectors/Sr. Storekeepers/Sr. Operators/ Card Punch Operators/Sr. Inspectors (TPI)/ Fire Inspectors (Sr.)</p>	570	35	11

1	2	3	4	5
2.	Pay Scale : 530-1060/- Tech. Asstt. Gde. I/Sr. Technicians/Glass Blower Gde. I/Map Asstts. Gde. I/Sr. D/Man/Surveyors Gde. I/Chargeman/Topman/Roust About Gde. I/Deck Hands Gde. I/Sr. Boiler Operators/Supervisers / Pharmacists Gde. I/Nurse Gde. I/Dental Asstts. Gde. I/Radiographer-cum-X-Ray Technician/Lab. Technicians/Accounts Asstt. Gde. I/Asstt. Gde. I/Steno Gde. I/Security Insp. Gde. I/Storekeeper Gde. I/Operators/Fire Inspector Gde. I	3993	230	33
3.	Pay Scale : 480-820/- Map Asstts. Gde. II/Jr. D. Man/Surveyors Gde. II/Roust About Gde. II/Dock Hand Gde. II/Operator Gde. I/Seaman-cum-Engine Room Hand/Tech. Asstts. Gde. I/Inspector Gde. I/Winch Operators Gde. I	289	20	3
4.	Pay Scale : 440-758/- Jr. Tech./Glass Blower Gde. II/Tech. Asstts. Gde. I/Rigman/Operator-cum-Cementing Mechanics/Boiler Operator/Operator Gde. II/Technicians Gde. III/Winch Operator Gde. II	3081	258	82
5.	Pay Scale : 430-880/- Tech. Asstts. Gde. II/Pharmacists Gde. II/Nurses Gde. II/Dental Asstts. Gde. II/Radiographers-cum-X-Ray Tech. Gde. II/Lab. Tech. Gde. II/Accounts Asstts. Gde. II/Asstts. Gde. II/Steno Gde. II/Security Insp. Gde. II/Storekeeper Gde. II/Operators Gde. II/Timekeepers/Fire Insp. Gde. II	1763	121	45
6.	Pay Scale : 410-720/- Operator Gde. II/Roustabout Gde. II/Operator Gde. III (H.V.)/Operator Gde. (H.E.)/Winch Operator Gde. III	1063	71	10
7.	Pay Scale : 370-640/- Tech. Asstts. Gde. III/Asstt. Technicians/Glass Blower Gde. III/Map Asstts. Gde. III/Asstt. D. Men/Surveyors Gde. III/Asstt. D. Men-cum-Ferroprinter/Asstt. Operator-cum-Cementing Mechanics/Roustabout Gde. III/Dock Hand Gde. III/Asstt. Boiler Operators / Slinger-cum-Rigger / Phamacists Gde. III/Nurse Gde. III/Dental Asstts. Gde. III/Radiographer-cum-X-Ray Tech. Gde. III/Lab. Tech. Gde. III/Hospital Attdt./Dresser Gde. I/Section Cutter Gde. I/Helper Gde. I/			

1	2	3	4	5	
Accounts Asstts. Gde. III/Asstts. Gde. III/ Steno Gde. III/Storekeeper Gde. III/Opera- tors Gde. III/Asstt. Timekeepers/Motor Vehicle Drivers/Asstt. Operators/Fire Supervisors/Fireman Gde. I/Recordkeeper Gde. I/Sunitary Sup./Head Sec. Guard/ Daftari Gde. I/Tech. Asstt. Gde. I/Guest- house Asstt.	6271	655	207		
<i>Class IV</i>					
1.	<i>Pay Scale : 315-517/-</i>	Section Cutter Gde. II/Cleaner Gde. II/ Hospital Attdt./Dressers Gde. II/Helper Gde. II/Fireman Gde. II/Recordkeeper Gde. II/Mali Gde. II/Naik/Sanitary Cleaner Gde. II/Guest House Attdt. Cum-Cook Gde. II/Attdt. Gde. II/Tech. Attdt. Gde. II/ Daftari Gde. II/Khalasi Gde. II	1775	380	129
2.	<i>Pay Scale : 290-400/-</i>	Cleaner Gde. III/Hospital Attdt./Dresser Gde. III/Mali Gde. III/Security Guard/Fire- man Gde. III/Sanitary Cleaner Gde. III/ Guest House Attdt. cum-Cook Gde. III/ Attdt. Gde. III/Khalasi Gde. III/Helper Gde. III	2725	465	112

APPENDIX III

(Vide para 4.3 of Report)

Statement showing year-wise recruitment made by the ONGC during the last Five Years i.e.—1976, 1977, 1978, 1979 and 1980

Year	Category of post.	Total vacancies occurred	3	4	5	6	7	No. of vacancies reserved for SCs.		No. of vacancies reserved for STs.		No. of candidates appointed		No. of vacancies carried forward		Remarks	
								Total	Reserved during the previous year	Total	Carried forward from the previous year	SCs	STs	SCs	STs		SCs
1976	Class I	268	268	42	44	86	25	19	44	24	2	62	40				
	Class II	366	196	68	34	102	27	16	43	12	4	90	38				
	Class III	978	701	84	69	153	106	97	203	66	51	87	152				
	Class IV	316	135	21	18	39	17	11	28	23	9	16	19				
1977	Class I	194	194	62	33	95	40	15	55	20	7	73	47				
	Class II	197	102	90	18	108	38	8	46	20	7	88	38				
	Class III	597	418	87	48	135	152	65	217	45	47	90	170				
	Class IV	94	90	16	13	29	19	14	33	14	5	15	28				
1978	Class I	124	124	73	22	95	47	9	56	21	8	69	41				
	Class II	185	95	88	15	103	38	7	45	15	4	56	27				
	Class III	666	494	90	52	142	170	34	204	54	37	88	167				
	Class IV	218	177	15	29	44	28	19	47	35	16	9	31				

1979	Class I	163	79	69	13	82	41	6	47	66	11	7	28
	Class II	286	168	56	28	84	27	13	40	28	2	52	25
	Class III	965	965	88	91	179	167	94	261	103	91	76	170
	Class IV	252	252	9	19	28	31	44	75	28	42	—	33
1980	Class I	587	513	7	87	94	28	39	67	31	6	63	52
	Class II	285	263	52	44	96	25	19	44	44	5	52	37
	Class III	1951	1043	76	105	181	170	57	227	140	54	41	173
	Class IV	624	321	—	22	22	31	21	52	22	19	—	33

EXPLANATORY NOTE TO TABLE

1. All the posts equivalent to Class I and II categories are centralised posts, recruitment action for which is taken at Headquarters, Dehradun. Offers are issued from Hqrs., candidates are posted to various places all over India. Their joining reports are received at Hqrs. and the posts filled in under Col. 4 are on the basis of their joining reports.
2. Recruitment is made on the basis of 40 point roster.
3. As regards posts equivalent to Class III and IV categories, it may be mentioned that recruitment action for these posts is decentralised region/project wise which are located in various parts of the country namely Assam, Tripura, Cachar, West Bengal, Krishna Godavari, Madras, Bombay, Gujarat, Delhi and Headquarters at Dehradun. The reservation rosters vary from State to State as per 100 point roster applicable to the States.
4. The figures indicated under the columns against Class III and IV are, therefore, with reference to all the above mentioned places and the total figures are given together.

APPENDIX IV

(vide para 4.7 of Report)

DIRECT RECRUITMENT OF SC/ST DURING 1981

Statement showing the names of posts for which 118 SC and 5 ST candidates were empanelled in Class I post

Sl. No.	Cadre reserved for	Post reserved for	Pay Scale	Date of Interview	No. of applications recd.	No. of candidates called	Reason for not calling the remaining candidates	No. of candidates appeared	No. of candidates selected	No. of vacancies reserved	Reasons for not selecting remaining candidates.
1	2	3	4	5	6	7	8	9	10	11	12
1.	Asst. Legal Adviser	SC	Rs. 820-1680/-	6.4.81	67	21	They did not possess 5 years experience as criteria laid down, for calling candidates for interview, against two posts.	12	3	2	Commission has laid down that a candidate must obtain 50% marks in the interview. For SC/ST candidates the relaxed Standard has been fixed at 40% The 9 candidates who were not selected could not get even 40% marks.

2.	Jt. Director SC (P&A)	Rs 1680-2300/-	3.6.81	26	5	3	1	1	Could not get required number of marks in the interview even at relaxed standard.
						15 candidates did not possess requisite experience. 6 did not possess requisite qualifications prescribed for the post.			
3.	Fire Officer.	SC	Rs. 820-1680/-	5.11.81	4	2	1	1	He could not get adequate number of marks in the interview to pass for empanelling by relaxed standard.
						2 candidates were not having required qualifications.			
4.	Labour Officer.	ST	Rs. 820-1680/-	10.7.81	14	8	2	1	On checking up the particulars at the time of interview, it was found that he did not possess required qualifications.
						Remaining 6 candidates did not possess laid down qualifications.			
5.	Chemist	ST	Rs. 820-1680/-	12/13th Jan, 81	13	3	2	1	Due to poor performance could not be got selected.
						One did not fulfil the laid down qualifications. 8 did not possess criteria laid down for calling the candidates. One already got selected on an earlier occasion.			

1	2	3	4	5	6	7	8	9	10	11	12
6.	Chemist SC	Rs. 820-1680/-	12/13th Jan, 81	134	47	5 did not have the required qualifications. 4 did not give detailed particulars. 1 was not considered at the instance of his present Department. 1 had already been appointed as chemist against an earlier selection. 76 did not fulfil the laid down criteria to call the candidates for interview.	38	15	8	Could not be selected as their performance vis-a-vis selected candidates had not been upto the relaxed standard.	
7.	Geologist ST	Rs. 820-1680/-	15.1.81	13	12	1 did not possess minimum qualifications.	4	3	2	His performance in the interview was very poor.	
8.	Geologist SC	Rs. 820-1680/-	15.1.81	32	27	5 did not possess minimum qualifications.	16	7	5	9 did not do well in the interview and did not come upto relaxed standard.	
9.	Geophysicist (Wells)	Rs. 820-1680/-	3rd/4th Apr. 81	50	50	—	40	5	10	Remaining 45 candidates could not be selected even by relaxed standards.	

10.	Geophysicist (Surface wells)	ST	Rs. 820-1680/-	3.2.81	14	11	2 did not possess laid down qualifications and 1 did not fulfil the laid down criteria for calling the candidates.	6	2(S) 2(W)	2	One came for interview but left without appearing. One could not qualify in the viva.
11.	Asst. Executive Engineer (Mech.)	ST	Rs. 820-1680/-	23.3.81	2	2	—	1	1	2	—
12.	Transportation officer.	ST	Rs. 820-1680/-	25.3.81	4	4	—	3	1	1	One did not fulfil the qualifications. One could not do well in performance.
13.	Asst. Executive Engineer (Prodn.)	ST	Rs. 820-1680/-	26.3.81	4	3	One candidate did not possess the laid down qualifications.	1	1	5	—
14.	Asst. Executive Engineer (Prodn.)	SC	Rs. 820-1680/-	26.3.81	14	12	2 candidates did not possess the minimum qualifications.	6	5	6	Due to poor performance one candidate could not be selected.
15.	Suptdg. Engineer. (Mech.)	SC	Rs. 1680-2300/-	25.1.81	3	1	Two candidates did not possess the required experience.	1	1	1	—

1	2	3	4	5	6	7	8	9	10	11	12
16.	Asst. Executive Engineer (Telecom)	SC	Rs. 820-1680/-	19th/20th Oct. 81	46	43	1 did not possess requisite qualifications. 2 were not covered under the criteria fixed for calling the candidates.	17	4	2	They could not qualify in the interview even by relaxed standard.
17.	Asstt. Director (Res.) Asstt. Engineer (Res.)	ST	Rs. 820-1680/- Rs. 750-1500/-	14.10.81	2	2	—	2	2	2	—
18.	Asstt. Executive Engineer (Telecom)	ST	Rs. 820-1680/-	19.10.81	4	4	—	2	2	2	—
19.	Asstt. Director (Res.)	SC	Rs. 820-1680/-	26.11.81 15/16.7.82	180	49 96	19 were not having required qualifications. 5 did not give details of particulars. 11 did not fulfill laid down criteria.	18 26	5 5	AD(R) 5 AE(R) 5 7	Rest of the candidates did not come upto the mark inspite of relaxed standard.
20.	Asstt. Director (Res.)	ST	Rs. 820-1680/-	26.11.81 16.7.82	28	18 9	1 did not fulfill the criteria	4 1	3 1 1	AD(R) 3 AE(R) 1 1	— —

21.	Labour Officer	SC	Rs. 820-1680/-	18.12.81	32	6	8-Did not possess qualifications. Out of 24, left over, 6 with highest percentage of marks were called for interview.	4	2	1	Could not secure required number of marks in the interview even by relaxed standard.
22.	Geophysical (Surface)	SC	Rs. 820-1680/-	22.12.81	2	3	—	3	2	2	—
23.	Asst. Executive Engineer (Electronics)	SC	Rs. 820-1680/-	26.12.81	6	6	—	5	4	4	One did not fare well in the interview even by relaxed standard.
24.	Asst. Executive Engineer (Mech).	SC	Rs. 820-1190/-	23.3.81	2	2	—	2	2	2	—
25.	Asst. Executive Engineer (Civil).	ST	Rs. 820-1680/-	24.12.81	3	3	—	1	1	1	—
26.	Asst. Executive Engineer (Civil).	SC	Rs. 820-1680/-	24.12.81	11	11	—	11	4	4	Could not do well in performance even by relaxed standard.
27.	Programmer	SC	Rs. 820-1680/-	24.4.81	6	4	2 candidates did not having requisite qualifications.	3	1	1	Performance marks obtained too low for consideration.

1	2	3	4	5	6	7	8	9	10	11	12
28.	Pro-grammer.	SC	Rs. 820-1680/-	21.9.81	21	6	15 candidates were not having the requisite minimum qualifications.	5	1	1	Candidates could not come upto relaxed standard.
29.	Drillers (SH)	SC	Rs. 820-1680/-	12.11.81	6	6	—	4	4	1	—
30.	Asstt. Executive Engineer (Elect.)	SC	Rs. 820-1680/-	21.12.81	5	5	—	2	2	2	—
31.	Campus Recit. of different disciplines in class I cadre.	SC	Rs. 820-1680,-	1.4.81 to 20.6.81	429 spon-sored.	—	—	242 (39 SC) (14 ST)	53*	—	1 could not produce certificate of SC or ST. Rest did not qualify by relaxed standard.

• For break-up of 53, please see next page.

Break-up of 53 selected candidates is as follows :—

Sl. No.	Post	Pay scale Rs.	Candidates selected		Total
			SC	ST	
1.	Geophysicist	820-1680/-	—	1	1
2.	Chemist	—do—	2	—	2
3.	Asstt. Ex. Engr. (Mech.)	—do—	5	3	8
4.	Driller	—do—	6	3	9
5.	Asstt. Ex. Engr. (Civil)	—do—	8	4	12
6.	Asstt. Ex. Engr. (Electrical)	—do—	10	3	13
7.	Asstt. Ex. Engr. (Electronics)	—do—	5	—	5
8.	Geologist	—do—	1	—	1
9.	Asstt. Ex. Engr. (Production)	—do—	2	—	2
Total			39	14	53

2. Recruitment action was taken as a special measure without reference to any reservation of posts in order to meet with the general shortfalls in the Class I posts.

APPENDIX V

(vide para 4 of Introduction)

SUMMARY OF CONCLUSIONS/RECOMMENDATIONS IN THE REPORT

Sl. No.	Reference to Para No. in the Report	Summary of Conclusions/Recommendations
1	2	3
1	1.6	The Committee note that the Oil and Natural Gas Commission consists of a Chairman, 6 full-time and 2 part-time Members. They are appointed by the Central Government under section 4 of the Oil and Natural Gas Commission Act, 1959. None of these Members of the present Commission belongs to Scheduled Caste/Scheduled Tribe. The Committee recommend that when selection for appointment of Members of the Commission is made, at least one person belonging to Scheduled Caste/Scheduled Tribe should be nominated on the Commission.
2	1.6A	The Committee further recommend that one Scheduled Caste/Scheduled Tribe person should be nominated on the Board of Directors of each Public Sector Undertaking.
3.	1.24	The present practice is that the instructions regarding reservation for Scheduled Castes and Scheduled Tribes in service are issued by the Ministry of Home Affairs (Department of Personnel and Administrative Reforms). Based on these instructions, the Ministry of Finance (Bureau of Public Enterprises) formulates Presidential Directives and issues to the public enterprises through the administrative Ministries. These Directives contain important aspects and the basic structure of the reservation scheme and for details, Ministries are required to follow the instructions on the subject issued by the Department of Personnel <i>mutatis mutandis</i> without waiting for separate instructions from the Bureau of Public Enterprises.

1

2

3

Section 30A of the Oil and Natural Gas Commission Act, 1959 empowers the Central Government to issue directions to the Commission regarding reservation of posts for Scheduled Castes and Scheduled Tribes. Under this provision, the Ministry of Petroleum, Chemicals and Fertilizers (Department of Petroleum) have issued two directives *vide* their letters Nos. 0—23023/4/78—ONG (DIII) dated 19.3.1980 and 0—23023/5/82—ONG (DIII), dated 11.11.1982.

The Committee have noticed that there is a time lag between the date of issue of instructions by the Department of Personnel and the draft directives on the subject issued by the Bureau of Public Enterprises to the Ministries of the Government of India. There is a further time lag in issuing directives by the Administrative Ministry to the public sector undertakings under their administrative control with the result that the instructions issued by the Department of Personnel are not immediately implemented by the public sector undertakings. The Committee recommend that the instructions issued by the Department of Personnel regarding reservation for Scheduled Castes and Scheduled Tribes and other concessions/facilities available to them should be communicated to the public sector undertakings simultaneously.

4

1.25

The Committee have been informed that a SCT Cell was set up in the Department of Petroleum in July, 1979 to watch over the matters pertaining to Scheduled Castes and Scheduled Tribes in Department and also in public sector undertakings under the administrative control of Department of Petroleum. Prior to that, there was no proper arrangement in the Department of Petroleum to ensure the implementation of reservations for Scheduled Castes and Scheduled Tribes in as much as a Cell had been set up in the Indian Oil Corporation to discharge the responsibilities of the Department of Petroleum in this regard. Even the Cell set up in July, 1979 with a staff of one Section Officer, one Assistant and one

1

2

3

Lower Division Clerk, is for work relating to Scheduled Caste/Scheduled Tribe, vigilance and security. The Committee fail to understand how this Cell to which vigilance and security duties have been tagged, can do full justice to the work relating to reservation for Scheduled Castes and Scheduled Tribes. They cannot help concluding that the Department of Petroleum has not given due importance to this matter. The Committee has been assured by the representative of the Department of Petroleum during evidence that the SCT Cell will be divested of other responsibilities and persons belonging to Scheduled Castes/Scheduled Tribes will be represented in the Cell. The Committee would like to be informed of the action taken in this regard.

5

2.13

The Committee note that for Class III posts carrying pay scale of Rs. 595—1140, recruitment is centralised at the Headquarters of the Commission. However, in certain cases, Regional Heads are also authorised as a special case to make recruitment in the scale of Rs. 595—1140. The Committee feel that a uniform policy should be followed in this regard and such posts should be filled by the Headquarters on all India basis so as to attract Scheduled Caste/Scheduled Tribe candidates from all parts of the country.

2.14

The Committee find that out of 47 employees who are on deputation in the Oil and Natural Gas Commission, only one belongs to Scheduled Caste community. Further, out of 2 employees of ONGC sent on deputation to other Departments, none belongs to Scheduled Caste/Scheduled Tribe. The Community recommend that while selecting persons for posts to be filled by deputation, every endeavour should be made to ensure that a fair proportion of such posts are filled by persons belonging to Scheduled Castes/Scheduled Tribes. Also, when the ONGC sends its own employees on deputation to other Departments in the public interests, the Scheduled Caste/Scheduled Tribe employees should be considered for being sent on deputation.

1	2	3
7	2.19	<p>The Community note that a General Manager has been appointed as Liaison Officer at the Headquarters of the ONGC and a Cell under his direct control has also been set up to look after the work relating to Scheduled Caste and Scheduled Tribe employees. The Committee are of the view that mere appointing a Liaison Officer is not enough. What is needed is concerted action on the part of the Liaison Officer to ensure that due compliance by the appointing authorities with the orders and instructions pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes and other concessions admissible to them. It should also be ensured that the staff posted in the Cell is well conversant with the orders/instructions relating to reservations for Scheduled Castes and Scheduled Tribes.</p>
8	2.20	<p>As the Regional Offices of the Oil and Natural Gas Commission are also making recruitment/promotion of Class III and IV staff, the Committee recommend the effective Liaison Officers should be appointed in the Regional Offices.</p>
9	3.14	<p>The Committee note that copies of advertisements for the recruitment of Scheduled Castes and Scheduled Tribes are being circulated to recognised Scheduled Caste/Scheduled Tribe Associations by the ONGC. The Committee desire that copies of advertisements should also be sent to the members of Parliamentary Committee on the Welfare of Scheduled Castes and Scheduled Tribes and also to the local Scheduled Caste/Scheduled Tribe M.Ps./M.L.As. of the region where recruitment is taking place.</p>
10	3.14A	<p>The Committee desired that suitable instructions for sending copies of advertisements to MPs/MLAs should be incorporated in the Brochure on reservation for Scheduled Castes and Scheduled Tribes in services and posts.</p>
11	3.15	<p>In Para 7(B) of the directive issued by Ministry of Petroleum, Chemicals and Fertilisers to the Oil and Natural Gas Commission <i>vide</i> letter No.</p>

0-23023/A/78-ONG(DIII) dated 19.3.1980, it was laid down that the result of submission made by the Employment Exchange of Scheduled Caste/Scheduled Tribe candidates should be intimated to the Employment Exchange within a period of one month. If any of the vacancies reserved for Scheduled Castes/Scheduled Tribes is not filled by a candidate of the respective category sponsored by the Employment Exchange, specific reasons therefore should be communicated to the Employment Exchange. When asked whether these instructions are being followed by the ONGC, the Committee were informed in a note that "no such communication is sent to Employment Exchange. The candidates are informed of their rejection individually." When this matter was discussed during evidence, the representative of the ONGC stated that he was not aware of the instructions that they must advise the Employment Exchange about the reasons for rejection. The Committee are surprised that the concerned officers of the ONGC are unaware of the clear directive issued in this regard by the Ministry of Petroleum, Chemicals and Fertilisers. The Committee expect that the ONGC will take note of this lapse and implement the instructions issued in this matter.

12

3.16

Government have issued instructions that after the Employment Exchange has expressed its inability to sponsor Scheduled Caste/Tribe candidates against vacancies referred to it, the appointing authority should also intimated the reserved vacancies to the Director of Scheduled Caste/Scheduled Tribes Welfare or Director of Social Welfare in the State/Union Territory concerned. When this matter was discussed during evidence, the Chairman, ONGC assured the Committee to implement these instructions. The Commission has now issued instructions on 8.11.1982 that the vacancies reserved for Scheduled Castes and Scheduled Tribes should be notified to the Social Welfare Department of the State Governments. The Committee recommend that besides notifying the vacancies to the State Social Welfare Departments, the recruiting authorities should maintain necessary

1	2	3																								
		coordination with those Departments as also with the Employment Exchanges in order to get required number of candidates.																								
13	3.17	The Department of Personnel have issued instructions on 7th August, 1976 to the effect that at the time when the vacancies are notified to the local Employment Exchange to suggest names for the reserved vacancies, the appointing authorities concerned should simultaneously notify such reserved vacancies appropriately to one or more of the stations of All India Radio. The Committee recommend that the instructions to notify reserved vacancies on All India Radio stations for announcement over A.I.R. should be complied with. Reserved vacancies should also be announced through the medium of Television.																								
14	3.18	The Committee also suggest that the ONGC should send the appointment letters by registered post so that these do not get lost in transit.																								
15	3.19	The Committee note that the ONGC has grouped certain posts for the purpose of direct recruitment as follows :																								
		<table> <tbody> <tr> <td>Senior Class I</td> <td>—</td> <td>Technical</td> </tr> <tr> <td>Junior Class I</td> <td>—</td> <td>Technical</td> </tr> <tr> <td>Class II</td> <td>—</td> <td>Technical</td> </tr> <tr> <td>Class III</td> <td>—</td> <td>Technical</td> </tr> <tr> <td>Senior Class I</td> <td>—</td> <td>Non-Technical</td> </tr> <tr> <td>Junior Class I</td> <td>—</td> <td>Non-Technical</td> </tr> <tr> <td>Class II</td> <td>—</td> <td>Non-Technical</td> </tr> <tr> <td>Class III</td> <td>—</td> <td>Non-Technical</td> </tr> </tbody> </table>	Senior Class I	—	Technical	Junior Class I	—	Technical	Class II	—	Technical	Class III	—	Technical	Senior Class I	—	Non-Technical	Junior Class I	—	Non-Technical	Class II	—	Non-Technical	Class III	—	Non-Technical
Senior Class I	—	Technical																								
Junior Class I	—	Technical																								
Class II	—	Technical																								
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Class II	—	Non-Technical																								
Class III	—	Non-Technical																								
		The Committee would like the ONGC to ensure that the grouping has been done strictly according to orders of Government contained in Chapter 6 of the Brochure of Reservation for Scheduled Castes/ Scheduled Tribes in Services (Sixth Edition). In case there is any deviation, the grouping of posts may be revised in consultation with the Ministry of Energy (Department of Petroleum/Bureau of Public Enterprises and the Department of Personnel) so that it does not go against the interests of Scheduled Caste/ Tribe employees.																								

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16	3.35	<p>The Committee note that in an advertisement issued in May, 1982, for recruitment of Engineering Graduates/Geo-Scientists for appointment as Trainee Officers, the qualification prescribed was first class Graduates in Mechanical/Chemical/Electrical/Civil Instrumentation/Electronics/Petroleum /Mining/Computer Science or Post-Graduate in Geo-physics/Physics/Geology/Chemistry or equivalent. It was stated in the advertisement that additional qualifications in respective disciplines or Post-Graduate/Doctoral qualifications in Management/Science/Business Administration/Computer Science/Industrial Engineering/ICWA/CA etc., will be an advantage. Selected candidates were to be placed in the grade of Rs. 820-1680 and given the usual allowances as per the rules. The training was to be for one year and on successful completion of training they were to be absorbed in the ONGC. In the advertisement, no mention was made whether the educational qualification was relaxable in the case of Scheduled Caste/Scheduled Tribe candidates.</p> <p>When the Committee asked why such high qualifications were prescribed for Trainee Officers, the Chairman, ONGC, stated that the trainee officers were recruited with a totally different administrative background and that they were recruited for holding leadership posts in the organisation. Even so the Committee consider that in the said advertisement it should have been mentioned that the educational qualifications were relaxable in the case of Scheduled Caste/Scheduled Tribe candidates. Unless a liberal policy is adopted in such matters, it will not be possible for the Commission to attract persons belonging to these communities in sufficient numbers. In the opinion of the Committee, Scheduled Caste/Scheduled Tribe persons should be picked up with relaxed standards and given intensive training so that they can be groomed for holding responsible positions in the organisation in due course.</p>
17	3.48	<p>The Committee are distressed to note that there is huge shortfall in the matter of promotion of</p>

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Scheduled Caste and Scheduled Tribe employees in different categories of posts in Oil and Natural Gas Commission. The Committee are of the view that unless the extant orders on the subject are scrupulously followed in letter and spirit, liberal concessions and relaxations are given to Scheduled Caste/Tribe employees and their cases for promotion are considered sympathetically, the situation is not likely to improve. The Committee, therefore, urge the Oil and Natural Gas Commission to ensure that the orders on reservation in promotion issued from time to time by the Ministry of Home Affaris (Department of Personnel and A.R.) EPE are rigidly followed and liberal concessions/relaxations given to Scheduled Caste/Scheduled Tribe employees at the time of promotion so that the vacancies reserved for Scheduled Castes and Scheduled Tribe are actually filled in by them and the shortfalls are obliterated at the earliest.

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3.49

The Committee have been informed that in ONGC, zone of consideration for promotion in the case of general as well as Scheduled Caste/Scheduled Tribe candidates is twice the number of vacancies available. They fail to understand how with this limited zone of consideration, the ONGC expects to fill the reserved quota of Scheduled Castes/Scheduled Tribes in promotional posts when their representation is not full in the feeder cadres. The Committee would like to point out that the Department of Personnel have issued instructions on 24.12.1980 prescribing the normal zone of consideration as 3 times the number of vacancies. Where adequate number of Scheduled Caste/Scheduled Tribe candidates are not available within the normal zone of consideration, the field of choice can be extended to 5 times the number of vacancies. The Committee recommend that these instructions should be followed by the ONGC.

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3.53

The Committee note that Office Order dated 25th September, 1981, issued by the Oil and Natural Gas Commission gives the composition of various Selection Boards/Departmental Promotion Committees,

But in none of them any Scheduled Caste/Scheduled Tribe Officer has been included. However there is a general instruction contained in the aforesaid order that Scheduled Caste/Scheduled Tribe representative wherever required would enjoy the status of additional Member of the Selection Board/Departmental Promotion Committee. Whenever Scheduled Caste/Scheduled Tribe representative is not readily available within the Commission, he may be coopted from other organisation /Government bodies. From the information furnished to the Committee, it is seen that out of 213 Selection Committee meetings held during the period 1.11.1981 to 31.10.1982, there was no representative of Scheduled Caste/Scheduled Tribe in 97 meetings. During the same period, out of 275 DPC meetings which were held, there was no Scheduled Caste/Scheduled Tribe representative present in 215 meetings. The Government instructions prescribe that the public enterprises should include invariably a Scheduled Caste/Scheduled Tribe Officer while constituting the Departmental Promotion Committees, Selection Boards etc. for the recruitment/promotions to posts/services under them. The Committee expect that the ONGC will ensure that these instructions are complied with.

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3.67

The Committee note that the Oil and Natural Gas Commission have not dereserved any direct recruitment vacancy so far. They have however, dereserved a number of reserved vacancies in promotional posts as candidates belonging to Scheduled Caste/Scheduled Tribes were not available in feeder categories of posts. The Commission proposes to resort to direct recruitment of Scheduled Caste/Scheduled Tribe candidates at the induction level so that candidates from reserved categories are available for promotion to higher-posts. The Committee recommend that all the reserved vacancies which could not be filled by direct recruitment and had to be carried forward should be filled up at the induction level before the expiry of 3 years *i.e.* before they get lapsed. by resorting to special recruitment.

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21	4.15	<p>The committee find that the overall percentage of representation of Scheduled Caste employees in Class II and Class III posts came down as on 1.1.1982 as compared to 1.1.1981. As on 1.1.1981, out of 2386 Class II employees, the number of Scheduled Caste employees was 104 (4.5 per cent). As on 1.1.1982, out of 2749 employees, the number of Scheduled Caste employees was 110 (4.0 per cent).</p>

As on 1.1.1982 there was an overall shortfall of 301 Scheduled Caste in Class II categories of posts. In Class III posts, as on 1.1.1981, out of 17090 employees, the number of Scheduled Caste employees was 1390 (8.1 per cent). As on 1.1.1982, out of 16326 employees, the number of Scheduled Caste employees came down to 1302 (7.98 per cent). As on 1.1.1982, there was an overall shortfall of 1146 Scheduled Castes in Class III categories of posts.

From the data furnished to the Committee, it is seen that the overall percentage of representation of Scheduled Tribe employees also in Class II and Class III posts came down as on 1.1.1982 as compared to 1.1.1981. As on 1.1.1981, out of 2386 Class II employees, the number of Scheduled Tribe employees was 17 (0—7%). As on 1.1.1982, out of 2749 employees, the number of Scheduled Tribe employees came down to 15 (0.55 per cent). As on 1.1.1982, there was an overall shortfall of 190 Scheduled Tribes in Class II categories of posts. In Class III posts, as on 1.1.1981, out of 17090 employees, the number of Scheduled Tribe employees was 391 (2.3 per cent). As on 1.1.1982, out of 16326 employees, the number of Scheduled Tribes employees came down to 356 (2.18 per cent). As on 1.1.1982, there was an overall shortfall of 868 Scheduled Tribe in Class III categories of posts.

The above figures show that the proportion of intake of Scheduled Caste and Scheduled Tribe candidates in Class II and III posts was less than the proportion of general category candidates appointed during the year 1981. The Committee would like the Commission to examine why this is happening and

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		also make serious efforts to employ larger number of persons belonging to these communities to fill up the backlog within stipulated time by resorting to special recruitment.
22	4.16	<p>From the data furnished to the Committee, it is seen that the representation of Scheduled Castes/ Scheduled Tribes in Class I posts, particularly in the higher scales, is very low. As on 1.1.1981, out of 2139 officers in the pay scale of Rs. 820-1680, the number of Scheduled Castes and Scheduled Tribes was 144 (6.7 per cent) and 37 (1.7 per cent) respectively. In the next higher scale of Rs. 1250-1900, out of 999 officers, 51 (5.1 per cent) belonged to Scheduled Castes and 7 (0.7 per cent) to Scheduled Tribes. In the pay scales of Rs. 1560-2100 and above, out of 525 officers, the number of officers belonging to Scheduled Castes and Scheduled Tribes was 14 and 1 respectively. This shows that there is a considerable leeway to be made up before the representation of these communities in the officers cadres reaches the desired level. The Committee expect that the ONGC will make serious efforts to increase the intake of Scheduled Castes and Scheduled Tribes in recruitment as well as in promotions to the various posts.</p>
23	4.17	<p>The Committee are constrained to note that the representation of Scheduled Castes in Class I and II posts and of Scheduled Tribes in all classes of posts in the ONGC is much below the quota prescribed for them, and as on 1.1.1982 there is a shortfall of 619 Scheduled Caste/Scheduled Tribe employees in Class I, 491 Scheduled Caste/Scheduled Tribe employees in Class II, 2014 Scheduled Caste/Scheduled Tribe employees in Class III and 198 Scheduled Caste/ Scheduled Tribe employees in Class IV. The Committee note that in 1978 and 1981 the Commission resorted to special recruitment exclusively for Scheduled Castes and Scheduled Tribes in Class I and took quite a good number of Scheduled Castes/Scheduled Tribes in Class I posts. The Committee recommend that vigorous efforts should be made to improve the representation of Scheduled Castes and Scheduled</p>

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Tribes in other categories of posts also and necessary instruction should be issued to all Regional Offices to make special recruitment of Scheduled Castes/Scheduled Tribes to clear the backlog.

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4.18

The Committee note that the Oil and Natural Gas Commission observes the principle of exchange of vacancies between Scheduled Castes and Scheduled Tribes during the third year of carry forward if suitable candidates of the community for whom the vacancies are reserved, are not available. The Committee are, however, surprised to note that during the years 1979, 1980 and 1981 only 3 vacancies had been interchanged although the number of carried forward vacancies is quite large as is evident from the statement of recruitment for the last five years furnished by ONGC. The Committee stress that Government orders on the subject should be strictly followed by the ONGC and the vacancies reserved for one community, which have been carried forward for three years, should be filled from suitable candidates belonging to other community.

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4.19

The Committee note that during the direct recruitment of Scheduled Castes and Scheduled Tribes made during 1981, a number of Scheduled Caste/Scheduled Tribe candidates were not called for interview as they did not fulfil the criterion of period of experience prescribed for the posts, e.g. for posts of Assistant Legal Adviser, Joint Director (P & A), Superintending Engineer (Mechanical). The Committee would like to point out that under the instructions issued by the Government, the qualification regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, if at any stage of selection, the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them. When this matter was discussed during evidence, the Chairman, ONGC, stated: "Generally in the case of experience, we have not

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been relaxing... If there are instructions, we feel that experience should be relaxed without affecting the efficiency."

The Committee recommend that where sufficient number of candidates from Scheduled Caste/Scheduled Tribe communities are not available to fill the reserved vacancies, the candidates with lesser experience should be selected and they should be given orientation training so as to bring them upto the required standard of efficiency.

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4.19A

The Department of Personnel have issued instruction 7th June, 1977 that statistical information relating to representation of Scheduled Castes and Scheduled Tribes in statutory and semi-government bodies and in public sector undertakings may be usefully included in their annual reports. The Committee find that these instructions are not being followed by the Oil and Natural Gas Commission. The Committee recommend that these instructions should be strictly followed in future.

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4.29

The Committee feel unhappy that out of 406 employees of the ONGC deputed for training or attending the seminars abroad during the last three years, only eight belonged to Scheduled Castes and one to Scheduled Tribe. The Committee recommend that as per Government orders, while deputing officers for training or attending seminars, conferences etc., preference should be given to officers belonging to Scheduled Castes and Scheduled Tribes. It would help them to broaden their outlook, equip themselves with specialised knowledge and would also boost the morale of the officers of these communities.

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4.44

Under the Apprentices Act 1961, it is obligatory on all employers in the specified industries to engage apprentices as per prescribed ratio in the designated trades. There is no obligation on the part of employers to absorb the apprentices in the organisations in which they are trained. However, the Ministry of Labour have *vide* their O.M. No.

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DGET-2(5)/80-AP dated 28.5.1980, issued instructions that 50% of the direct recruitment vacancies should be filled up by trained apprentices.

From the information furnished to the Committee regarding apprentices trained during the last 3 years, the Committee are unhappy to note that ONGC has not been able to select sufficient number of Scheduled Caste/Scheduled Tribe candidates as per their reserved quota. In the categories of Draftsman (Mechanical), Draftsman (Civil), Refrigeration and Air-Conditioning Mechanic and Supervisors, they could not get even a single Scheduled Caste/Scheduled Tribe candidate during the last 3 years for apprenticeship training. In fact, no Scheduled Tribe candidate joined as an apprentice in any of the trades for which training was conducted by the Commission. The Committee feel that adequate publicity is not being given for apprenticeship training programmes of the Commission. They therefore recommend that besides approaching Employment Exchange for candidates for apprenticeship training, the Commission should advertise their training programmes in the leading newspapers in regional languages and also through broadcast over All India Radio so that sufficient number of Scheduled Caste/Scheduled Tribe candidates come forward for such training.

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4.45

From the information furnished to the Committee, it is seen that out of 100 trained apprentices who were absorbed in ONGC during the period October, 1979 to September, 1982, 8 belonged to Scheduled Castes and none to Scheduled Tribe. The Committee are of the view that keeping in view the instructions issued by the Ministry of Labour in May, 1980, and the requirement of trained apprentices by the ONGC, it should be possible for the Commission to train Scheduled Caste/Scheduled Tribe candidates in larger number and all those who desire to join the organisation should be absorbed.

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30	5.5	<p>The Committee note that a register is being maintained by the SCT Cell at the Headquarters of ONGC where representations/complaints from Scheduled Caste/Scheduled Tribe Associations and employees are recorded and their disposal is shown. It has been stated that such complaints relate to transfer, promotion, harrasment and other service matters.</p> <p>A monthly return about such complaints with the comments of the ONGC is submitted to the Department of Petroleum. The Committee would like the Department of Petroleum to scrutinise these returns thoroughly and ensure that disposal of the complaints from Scheduled Caste/Scheduled Tribe employees is not unduly delayed and full justice is done to the aggrieved employees.</p>
31	5.6	<p>The Committee note that a Joint Director (Vigilance) who belongs to Scheduled Caste, has been asked to look into the grievances of Scheduled Caste/Scheduled Tribe employees. The Committee hope that this will help to instil confidence in the minds of Scheduled Caste/Scheduled Tribe employees about judicious and expeditious disposal of their complaints/representations.</p>
32	5.11	<p>The Committee note that ONGC is required to provide reservation of 10% in Type A and B quarters and 5% in Type C and D quarters for Scheduled Caste and Scheduled Tribe employees. However, from the figures furnished to the Committee it is seen that at the ONGC's headquarters at Dehradun, out of 53 Type C and D quarters allotted to the employees, no quarter has been allotted to any Scheduled Caste/Scheduled Tribe employee. At Nazira, out of 123 Type C and D quarters allotted, no quarter has been allotted to any Scheduled Caste/Scheduled Tribe employee. The proportion of quarters of different types allotted to Scheduled Caste/Scheduled Tribe employees at different work centres is generally found to be quite low.</p>

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33	5.12	<p>The Committee would suggest that arrangement should be made to provide houses to all Scheduled Caste/Scheduled Tribe employees since they are not getting houses on rent because of social stigma.</p> <p>The Committee note that all the Ministries/ Departments of the Government of India have been asked to allocate funds under the Special Component Plan for Scheduled Castes in various sectors. The Committee are of the view that welfare schemes for Scheduled Caste/Scheduled Tribe employees should be introduced in all Public Sector Undertakings and a certain percentage of funds should be earmarked for them. Details of the funds allocated for the various schemes and their utilisation should be suitably included in the Annual Reports of the Public Sector Undertakings.</p>
