

**COMMITTEE ON THE WELFARE OF  
SCHEDULED CASTES AND  
SCHEDULED TRIBES  
(1977-78)**

**(SIXTH LOK SABHA)**

**EIGHTH REPORT**

**MINISTRY OF LABOUR**

**(DIRECTORATE GENERAL OF EMPLOYMENT  
AND TRAINING)**

- (i) Reservations for, and employment of, Scheduled Castes and Scheduled Tribes in the Directorate General of Employment and Training; and
- (ii) Employment and Training of Scheduled Castes and Scheduled Tribes through the agency of the Directorate General of Employment and Training.

[PRESENTED IN LOK SABHA ON—13-12-1977  
LAI'D IN RAJYA SABHA ON—13-12-1977]



**LOK SABHA SECRETARIAT  
NEW DELHI**

*November, 1977/Kartika, 1899 (Saka)*

*Price : Re. 3.85*

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## CORRIGENDA

to

the Eighth Report of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes (Sixth Lok Sabha).

<u>Page</u>	<u>Para</u>	<u>Line</u>	<u>Correction</u>
6	2.5	8	<u>For</u> Officers <u>read</u> Offices
16	4.6	5	<u>For</u> Annexure V <u>read</u> Appendix V
25	6.2	8	<u>Delete</u> in <u>after</u> roster
37	8.16	3	<u>For</u> organisation <u>read</u> organisations
38	8.16	10	<u>For</u> times <u>read</u> time
77	10.18	6	<u>For</u> trainess <u>read</u> trainees
83	11.14	2	<u>Add</u> 'to provide jobs' <u>after</u> year 1973-74
		4	<u>For</u> Programme <u>read</u> : : programme
		22-23	<u>For</u> promission <u>read</u> provision
	11.15	1	<u>Add</u> 'that' <u>after</u> note
89		2	<u>For</u> DGS&D <u>read</u> DGE&T
93		1	<u>For</u> Appendix <u>read</u> Appendix IV
108		24	<u>For</u> <del>deserved</del> for <u>read</u> dereserved from
109		9	<u>For</u> "reasons" <u>read</u>
	(from bot tom)		"persons"
144		2	<u>For</u> para 8.65 <u>read</u> para 8.64
173	8.13	5	<u>For</u> representation <u>read</u> representative

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COMMITTEE ON THE WELFARE OF SCHEDULED CASTES  
AND SCHEDULED TRIBES (1977-78)

---

\*Shri Ram Dhan—*Chairman*

MEMBERS

*Lok Sabha*

2. Shri T. Balakrishnaiah
3. Shri B. Bhanwar
- \*\*4. Shri Chand Ram
5. Shri Somjibhai Damor
6. Shri Biren Singh Engti
7. Shri Hukam Ram
8. Shri Hukam Chand Kachwai
9. Shri B. C. Kamble
10. Shri Lahanu Shidava Kom
11. Shri Rama Chandra Mallick
- \*\*12. Shri Karia Munda
13. Shri Nathuni Ram
14. Shri Natwarlal Parmar
15. Shri Amar Roy Pradhan
16. Shri K. Pradhani
17. Shri B. Rachaiah
18. Shri Purna Sinha
- \*\*\*19. Shri Suraj Bhan
- \ 20. Shri Bhausahab Thorat

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\*Proceeded abroad on the 23rd September, 1977.

\*\*Ceased to be members of the Committee on their appointments as Ministers of State *w.e.f.* the 14th August, 1977.

\*\*\*Appointed by the Speaker as Chairman with effect from the 23rd September, 1977 during the absence of Shri Ram Dhan, proceeded abroad.

(vi)

*Rajya Sabha*

21. Prof. N. M. Kamble
22. Shrimati Saroj Khaparde
23. Shri S. Kumaran
24. Shri P. K. Kunjachen
25. Shri Yogendra Makwana
26. Shri Bhaiya Ram Munda
27. Shri Parbhu Singh
28. Shri V. C. Kesava Rao
29. Shri Leonard Soloman Saring
30. Shri Mahendra Bahadur Singh

SECRETARIAT

Shri Y. Sahai—*Chief Legislative Committee Officer.*

Shri H. L. Malhotra—*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 Eighth Report (Sixth Lok Sabha) on the Ministry of Labour (Directorate General of Employment & Training)—(i) Reservations for, and employment of, Scheduled Castes and Scheduled Tribes in the Directorate General of Employment and Training; and (ii) Employment and Training of Scheduled Castes and Scheduled Tribes through the agency of the Directorate General of Employment and Training.

2. The subject was examined by the Committee on the Welfare of Scheduled Castes and Scheduled Tribes (1976-77) and necessary information obtained and evidence taken by them. That Committee, however, could not finalise their Report due to the sudden dissolution of the Lok Sabha on the 18th January, 1977.

3. The Committee on the Welfare of Scheduled Castes and Scheduled Tribes (1977-78) have perused the minutes of evidence and have come to their own conclusions which have been embodied in the Report.

4. The Committee (1976-77) took evidence of representatives of the Ministry of Labour (Directorate General of Employment & Training) on the 15th and 16th September, 1976. The Committee wish to express their thanks to the Officers of the Ministry of Labour (Directorate General of Employment and Training) for placing before them the material and information they wanted in connection with the examination of the subject.

5. The Report was considered and adopted by the Committee (1977-78) on the 12th October, 1977.

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

NEW DELHI;

November 7, 1977.

Kartika 16, 1899 (Saka).

SURAJ BHAN

Chairman,

Committee on the Welfare of  
Scheduled Castes and  
Scheduled Tribes.

(i) RESERVATION FOR, AND EMPLOYMENT OF, SCHEDULED CASTES AND SCHEDULED TRIBES IN D.G.E. & T.

CHAPTER I

HISTORICAL BACKGROUND

Employment Service came into existence in India under the stress of post-war demobilisation. Towards the end of the Second World War, the need for a machinery which could satisfactorily handle re-absorption in civil life of large number of service personnel and war-workers who were to be released was keenly felt. In accordance with the scheme that was agreed upon by the Central and State Governments, the Directorate General of Resettlement and Employment (D.G.R. & E.) was set up in July, 1945 and Employment Exchanges were gradually opened in several parts of the country.

1.2. Till the end of 1946, Employment Service facilities were restricted to demobilised service personnel and discharged war-workers. In 1947 consequent upon the partition of the country, the Employment Exchanges were called upon to deal with the resettlement of a large number of persons who were displaced as a result of partition. In response to popular demands, the scope of the service was gradually extended and in April, 1948, Employment Exchanges were thrown open to all categories of applicants.

1.3. This transition of the Employment Service from a resettlement agency to all India placement organisation resulted in an enormous increase of work which called for long-term measures. It was felt that the organisation which was set up to tackle the immediate problem of resettlement of released war service personnel, required to be restructured if it was to function as an effective machinery which could facilitate and further the employment process. Accordingly, the Training and Employment Service Organisation Committee (known as Shiva Rao Committee) was appointed in 1952 to review the set up and functions of the Employment Service and to make recommendations for its reorganisation. The Committee submitted its report in 1954 which was mainly responsible for the present structure of the organisation and diversification of its functions in the field of the Occupational Research, Vocational Guidance and Employment Market Information. Based on the recommendations of the Committee, the day-to-day administration of

the organisation was handed over to the State Governments with effect from the 1st November, 1956. In 1960, the name of the Directorate General was changed from Directorate General of Resettlement and Employment to Directorate General of Employment and Training (D.G.E. & T). The Directorate General of Employment and Training constitutes the national headquarters of the Employment Service as well as the Craftsmen Training Scheme of the Ministry of Labour, Government of India. The Directorate General is at the apex of both the organisations at the national level.

1.4. With effect from the 1st April, 1969, full financial control over the manpower and employment schemes has also been transferred to the State Governments as a result of the decision taken by the National Development Council at its meeting held in May, 1969. As such, the States are at present in full administrative and financial control of the Employment Service in their respective States. The work relating to laying down of procedures and policies, evaluation, training of staff (officers) is still with the Directorate General of Employment and Training.

1.5. The main responsibilities of the Government of India (Directorate General of Employment and Training) are:

- (a) to establish in collaboration with State Governments national policies, standards and procedures to be followed by the Employment Service in the States;
- (b) co-ordinate the work of Employment Service in the States;
- (c) plan and formulate programmes for expansion and development of the National Employment Service in consultation with State Governments and examine local programmes and procedure, through appropriate officers with a view to ensure that agreed policies are being implemented, standards maintained and programmes followed;
- (d) conduct, whenever necessary, training programmes for Employment Officers and develop staff training materials for use by the Employment Service in the States;
- (e) provide a central machinery for adjusting surpluses and shortages of workers in the different States;
- (f) collect and disseminate information concerning employment and unemployment and prescribe uniform reporting procedure for the Employment Exchanges.

- (g) arrange for co-ordination and consultation with the Ministries of the Government of India whose activities affect the employment situation in the country;
- (h) set up a Central Committee on Employment composed of representatives of employers and workers organisations and other interested parties, both public and private, to secure their participation in the working of the National Employment Service and in the formulation of its policies;
- (i) carry out at the national level, a public relations and information programme and develop informational material and provide the Employment Service in the States with technical assistance in the operation of public relations and information programmes; and
- (j) shall carry out a continuous programme of evaluation of policies procedure and working practices of Employment Exchanges in the States with a view to assess and advise the State Governments on the progressive development of the service and to ensure that national policies, standards and procedure are effectively implemented.

The responsibilities of the State Governments are to:—

- (a) exercise full control over the Exchanges in the States, including the power of appointment, control, promotion and punishment of all their staff as well as the staff of State Directorates;
- (b) carry out inspection of Employment Exchanges to assess the effectiveness of their work and take appropriate action to bring about necessary improvements;
- (c) organise and carry out training programmes for non-gazetted staff in accordance with national policies;
- (d) organise vacancy and labour clearing in Employment Exchanges at the State level and co-ordinate with the central machinery;
- (e) collect, compile, analyse and interpret statistical and employment market data in the prescribed manner and furnish such data and information to the Government of India as may be required;
- (f) provide and disseminate information to public and private bodies in the State interested in such information;



- (g) plan, develop and carry out at State and local levels a programme of employer and worker relations in accordance with national policies;
- (h) arrange for co-ordination and consultation with departments of the State Government whose activities affect the employment situation in the State;
- (i) set up, in accordance with national policies, Committees on Employment at State and local levels;
- (j) refer to the Government of India for consideration recommendations of Committee on Employment involving major changes in policy or procedure;
- (k) carry out at State and local levels, a public relations and information programme in accordance with national policies; and
- (l) provide full facilities to the authorised officers of the Government of India to evaluate the work of Employment Exchanges.

1.6. During the course of evidence, the Committee have been informed that the ministerial staff in the Directorate General of Employment and Training is on the rolls of the Ministry of Labour and the other functional staff is dealt with by the Directorate General of Employment and Training.

1.7. The Directorate General of Employment and Training is responsible for its organisation at the headquarters as well as its Subordinate Offices with regard to the implementation of safeguards provided for the Scheduled Castes and Scheduled Tribes. The Directorate General of Employment and Training functions under the overall control and supervision of the Secretary of the Ministry of Labour and the Minister of Labour.

## CHAPTER II

### IMPLEMENTATION OF RESERVATION ORDERS

2. The reservation orders in favour of Scheduled Castes and Scheduled Tribes in respect of Class I and Class II posts were enforced in the Directorate General of Employment and Training with effect from the 25th March, 1970. Prior to this, the rosters were maintained by the main Ministry of Labour including its Attached Offices. The reservation orders in favour of Scheduled Castes and Scheduled Tribes in respect of category 'D' (i.e. Class IV) employees and non-ministerial category 'C' (i.e. Class III) employees were enforced from the 1st January, 1964. Prior to this, as a result of decentralisation in 1956, there was adjustment of staff. So far as Subordinate Offices (including the Training Institutes, etc.) of the Directorate General of Employment and Training are concerned, the reservation orders came into force with effect from the date of their inception (Appendix I).

2.2. The Director General of Employment and Training during the course of evidence has stated that prior to 1956, the entire Employment Exchange network and the Industrial Training Institutes were run by the Central Government through the Director General of Employment and Training but, after the Shiva Rao Committee's Report the day-to-day administration and control over the working of the Employment Exchanges and the Industrial Training Institutes were passed on to the State Governments in 1956-57. That involved transfer of staff from the rolls of the Central Government to the respective State Governments, adjustments, transfers and identification of certain persons to be kept in the Central Government rolls. This took a certain period of time and the reservation orders in respect of the Scheduled Castes and Scheduled Tribes were followed from 1964 onwards when that process was completed.

2.3. As regards the machinery/checks devised to ensure that the reservations made in favour of Scheduled Castes and Scheduled Tribes are actually, fulfilled, it has been stated in a note submitted to the Committee that a Deputy Secretary has been nominated as Liaison Officer to look after the work relating to Scheduled Caste and Scheduled Tribe employees. The rosters in respect of Class I

and Class II posts in the Directorate General of Employment and Training are kept in the custody of the Deputy Secretary. In addition to the roster, a separate register is maintained for the relevant group of posts covered by the roster and as soon as a new post is created or a vacancy arises in the group to which the 40 point formula is applicable it is entered in the Register in the strict sequence of the dates. At the time of sending requisition, the Liaison Officer indicates, after consulting the relevant roster, whether the vacancy is reserved or not. The entry in the roster is initialled by Under Secretary on behalf of Deputy Secretary.

2.4. It has been further stated that annual statements on the prescribed forms showing the (i) total number of employees in the Directorate General of Employment and Training and the number of Scheduled Castes and Scheduled Tribes among them as on 1st January of the year, and (ii) particulars of recruitment made, during the calendar year and the Scheduled Castes/Tribes among the persons recruited are sent to the Department of Personnel and Administrative Reforms regularly. These statements were last sent on the 22nd April, 1976. It has, however been stated that for 1974, only quarterly statements were sent. A copy each of the Statements for the year 1975, as furnished by the Directorate General of Employment and Training, is at Appendix II.

2.5. The Committee note that the reservation orders in favour of Scheduled Castes and Scheduled Tribes in respect of Class I and Class II posts were enforced in the Directorate General of Employment and Training with effect from the 25th March, 1970 and in respect of Class III (non-ministerial) and Class IV posts with effect from the 1st January, 1964. Prior to this, the reservation orders were enforced by the Ministry of Labour in respect of the main Ministry and its Attached Officers, etc. The reservation orders in respect of the Subordinate Offices (including the Training Institutes, etc.) came into force from the dates of their inception. The Committee would like the Ministry of Labour to ensure that the reservation orders in favour of Scheduled Castes and Scheduled Tribes are implemented scrupulously by the Directorate General of Employment and Training and all its Subordinate Offices including the Training Institutes, etc. so that all the posts reserved for Scheduled Castes/Scheduled Tribes are actually filled in by them.

2.6. The Committee are unhappy to note that the annual statements regarding recruitment, etc. of Scheduled Castes and Scheduled Tribes on the prescribed forms, as on the 1st January, 1976,

were sent to the Cabinet Secretariat (Department of Personnel and Administrative Reforms) on the 22nd April, 1976, although these should have been sent to them latest by the 31st March, 1976 as laid down in the Cabinet Secretariat (Department of Personnel and Administrative Reforms) O.M. No. 17|3|70-Est (SCT) dated the 1st January, 1972. The Committee feel that the very purpose of submitting these annual statements gets defeated if these statements are not submitted to them in time. The Committee would, therefore, impress upon the Ministry of Labour/Directorate General of Employment and Training that these statements are submitted to them by all the appointing authorities in time. Failure to submit these statements in time should be regarded as a serious lapse on the part of the concerned officers.

2.7. The Committee would also suggest that these annual statements on receipt by the Ministry of Labour/Directorate General of Employment and Training should be critically examined and analysed so that prompt and effective measures may be taken to remove the deficiencies noticed. .

## CHAPTER III

### RECRUITMENT PROCEDURE

3.1. It has been stated in a note furnished to the Committee that recruitment of personnel in all categories of posts in the Directorate General of Employment and Training is made according to the Recruitment Rules. The recruitment of gazetted posts is done by the Headquarters of the Directorate General of Employment and Training either on promotion on the recommendations of Departmental Promotion Committee or by direct recruitment through the Union Public Service Commission. For non-gazetted Class III and Class IV posts at the Headquarters as well as in the Subordinate Offices/ Training Institutes etc., the following procedure is adopted:

#### **Class III—**

- (a) **For promotion**—On the recommendation of Departmental Promotion Committee.
- (b) **For direct recruitment**—Through Employment Exchanges.

#### **Class IV—Through Employment Exchanges.**

3.2. During the course of evidence, the Director General of Employment and Training has informed the Committee that they are getting sufficient number of Scheduled Caste and Scheduled Tribe candidates from the Employment Exchanges to fill their Class III and Class IV posts. If Scheduled Caste/Tribe candidates are not available in one Employment Exchange, they can refer to other Exchanges in the region and even to the Central Employment Exchange.

3.3. When asked about the categories of posts for which there was shortage of Scheduled Caste/Tribe candidate the Director General of Employment and Training has stated during the course of evidence that Scheduled Caste and Scheduled Tribe candidates were not available for the posts of Civil Engineers, Electrical Engi-

neers, Metallurgists, Mine Engineers, Surveyors in higher posts; and in Class III posts, for the posts like Lady Health Visitor, Pharmacist, Sanitary Inspector, Women's Welfare Organiser, Draftsman, Stenographer, Typists, Computer, Telephone and Telegraph Mechanic.

3.4. In reply to a question, the Director General of Employment and Training has stated during the course of evidence that concessions/relaxations are given to the Scheduled Castes/Tribe candidates at the time of recruitment/promotion as provided in the Brochure on Reservations for Scheduled Castes and Scheduled Tribes, issued by the Cabinet Secretariat (Department of Personnel and Administrative Reforms).

3.5. The following concessions/relaxations are given to the Scheduled Caste and Scheduled Tribe candidates:—

- (i) Provisions have been made in the recruitment rules for relaxation of age;
- (ii) For reserved vacancies, interviews of Scheduled Caste and Scheduled Tribe candidates are held separately;
- (iii) Scheduled Caste and Scheduled Tribe candidates called for interview by the Union Public Service Commission for Class I and Class II posts are entitled to a single Second Class railway fare from the normal place of residence to the place of interview and back. When Scheduled Caste and Scheduled Tribe candidates are called for interview by the Department for Class III and Class IV appointments, they are paid Second Class railway fare provided the distance travelled by rail each way exceeds fifty miles.
- (iv) Separate list of persons belonging to Scheduled Castes and Scheduled Tribes is prepared for consideration of the Departmental Promotion Committee/Recruitment Board.
- (v) Concessions are also given in filling the posts by promotion according to the existing instructions.

3.6. The Composition of the Departmental Promotion Committee for (i) Class I and (ii) Class II (Gazetted and non-Gazetted) as also for Class III and Class IV in the Directorate General of Employment and Training Headquarters is given at Appendix III. The composition of the Departmental Promotion Committee/Recruitment Board for the Subordinate Offices/training institutions etc., under the Directorate General of Employment and Training is given at Appendix III.

3.7. The functions of the Departmental Promotion|Selection Committees are stated to be as follows:—

*Functions of the Departmental Promotion Committee.*

- (i) Promotion of officials to selection as well as to non-selection posts.
- (ii) Confirmation of officials in their respective grades/posts.
- (iii) Assessment of work and conduct of probationers for the purpose of determining their suitability for retention in service or for curtailing or extending the prescribed period of the probation.
- (iv) Screening cases for efficiency bar.

*Functions of the Selection Committee.*

The Selection Committee's function is to assess suitability of a person for appointment to a particular post by direct recruitment with reference to the qualifications etc., as laid down in the relevant recruitment rules notified by the Administrative Ministry.

3.8. When asked whether a representative of the Scheduled Castes and Scheduled Tribes is included in the various Recruitment/Promotion Committees, the Directorate General of Employment and Training has stated in a written note that they do include a Scheduled Caste|Tribe Member in their Recruitment|Promotion Committees.

3.9. The Committee note the procedure followed by the Directorate General of Employment and Training for recruitment of staff to various categories of posts. The Committee suggest that the Directorate General of Employment and Training should establish close contact with Engineering Colleges, Indian Institutes of Technology, Industrial Training Institutes etc. with a view to find out suitable candidates belonging to Scheduled Castes and Scheduled Tribes for their technical posts. The Committee would also suggest that they should notify the reserved vacancies to the associations and organisations of Scheduled Castes and Scheduled Tribes so that they could also sponsor suitable Scheduled Caste and Scheduled Tribe candidates for employment in the Directorate General of Employment and Training.

3.10. The Committee note that while it has been provided that an officer belonging to the Scheduled Caste or Scheduled Tribe will be included in the Departmental Promotion Committees/ Recruitment Board, etc. of the Subordinate offices/Training Institutes etc. of the Directorate General of Employment and Training but there is no provision to nominate an officer belonging to these communities in the Departmental Promotion Committees at the Headquarters of the DGE&T. The Committee need hardly emphasise the desirability of including a Scheduled Caste/Tribe officer in the various Departmental Promotion Committees at the Headquarters of the Directorate General of Employment & Training as this will instil confidence among the Scheduled Caste and Scheduled Tribe employees. If necessary, the membership of these Committees may be increased.



## CHAPTER IV

### STAFF POSITION AND SHORTFALLS

4.1. The total staff strength in the Directorate General of Employment & Training, as on 1st June, 1976, and the number of Scheduled Caste and Scheduled Tribe employees and their respective percentages to the total strength, as furnished by the Directorate General of Employment and Training, is at Appendix IV.

4.2. The Committee desired to know the staff position of the Directorate General of Employment and Training and the number of Scheduled Castes and Scheduled Tribes among them on the date when the reservation orders in favour of Scheduled Castes and Scheduled Tribes came into force. The Directorate General of Employment and Training has stated in a note submitted to the Committee that the reservation orders came into force with effect from 26th January, 1950 *vide* Ministry of Home Affairs Office Memorandum No. 42/21/49-NGS dated 13-9-1950. At that time, the Directorate General of Employment and Training (then Directorate General of Resettlement and Employment) was in direct charge of the Employment Exchanges and Industrial Training Institutes in the States and one Central Training Institute for Instructors at Koni, Bilaspur. The Employment Exchanges and the Industrial Training Institutes were subsequently transferred to the States with effect from 1-11-1956. As such, it is difficult for the Directorate to furnish this information.

4.3. When asked about the staff position of the Directorate General of Employment and Training and the number of Scheduled Caste and Scheduled Tribe employees among them as on 1-11-1956 (i.e. prior to reorganisation) and as on 1-1-1964 (i.e. after the adjustment of staff) as a result of decentralisation in the year 1956 the Directorate General of Employment and Training has stated in a note furnished to the Committee that the staff position of the Directorate General of Employment and Training as on 1-11-1956 is not

available. The staff position as on 1-1-1964 has been stated to be as follows:—

Class of Post	Total number of employees	Number of		Shortfalls		Remarks
		SCs	STs	SCs	STs	
Class I (Gazetted)	60	3	..			*Shortfall cannot be indicated as the roster for Class I & II posts was maintained by the main Ministry for the Ministry as a whole including attached offices.
Class II (Gazetted)	16		..			
Class II (Non-gazetted Non-Ministerial)	8			2	1	
Class II (Non-gazetted Ministerial)	50					Information available in the main Ministry being the cadre authority.
Class II (Non-gazetted Non-Ministerial)	73	8	3	3	3	
Class III (Non-gazetted Ministerial)	100					Information available in the main Ministry being the cadre authority.
Class IV	84	14	..	..	7	

4.4. The Committee referred to the statement showing staff strength in the Directorate General of Employment and Training as on 1st June, 1976 furnished to them and desired to know the shortfalls in the representation of Scheduled Castes and Scheduled Tribes in terms of number of posts in each category of employees in the Directorate General of Employment and Training. The Directorate General of Employment and Training has stated in a written note furnished to the Committee that since the Ministerial staff belong to the combined cadre of the Ministry of Labour as a whole which is controlled by the main Secretariat, the information pertaining to the Ministerial staff is not available with the Directorate General of Employment and Training. The information with regard to the non-

ministerial staff is stated to be as follows:—

Category of posts	No. of posts	Number of		Shortfalls	
		SC	ST	SC	ST
<i>Directorate General of Employment and Training (Headquarters)</i>					
<i>Class II, Non-Gazetted (Non-Ministerial) Headquarters</i>					
Senior Investigator	8	1	..	..	1
<i>Class III Non-Gazetted (Non-Ministerial) Headquarters</i>					
1. Senior Tech. Asstt.	11	2	..	..	1
2. Junior Tech. Asstt.	9	..	..	1	1
3. Junior Draught'sman .	6	..	..	1	..
4. KPO/Sorter Operator .	30	2	3	3	..
<i>Class IV (Headquarters)</i>					
1. Daftry . . . . .	15	4	..	..	1
2. Peon . . . . .	47	5	1	2	3
<i>Vocational Rehabilitation Centres for Physically Handicapped</i>					
1. Superintendent . . . . .	8	2	..	..	1
2. Psychologist . . . . .	6	1	..	..	..
3. Rehabilitation officer	5	..	..	1	..
4. Office Supdt.	8	..	..	1	..
5. Foreman . . . . .	8	..	..	1	..
6. Vocational Instructor	25	6	..	..	2
7. Stenographer	13	3	..	..	1
8. U.D.C. . . . .	8	..	..	1	1
9. L.D.C.-cum-Cashier . . . . .	7	1	1	..	..
10. Intake Assistant . . . . .	11	2	..	..	1
11. Driver . . . . .	7	3	1	..	..
12. Workshop attendant . . . . .	32	10	2	..	..
13. Peon /	16	3	2	..	..
14. Chowkidar	8	3	..	..	1
15. Sweeper . . . . .	8	3	..	..	1
<i>Liaison Officer for Ex-Servicemen, Lucknow</i>					
1. Liaison Officer . . . . .	1	..	..	..	..

1	2	3	4	5	6
2. Stenographer . . . . .	1		..		..
<i>Employment Liaison Office Mana Camp</i>					
1. Employment Liaison Officer . . . . .	1			..	
2. U.D.C. . . . .	1	..		..	..
3. L.D.C. . . . .	2	1	..		
4. Peon . . . . .	2		1		..
<i>Coaching-cum-Guidance Centres for S.C./S.T.</i>					
1. Sub-Regional Employment Officer . . . . .	4	1		..	..
2. Assistant Employment Officer . . . . .	2	..		..	..
3. U.D.C./Stenographer . . . . .	4	1	..	..	..
4. L.D.C. . . . .	4	..	1	1	..
5. Daftry/Peon . . . . .	5	..	1	..	..
6. Sweeper-cum-Chowkidar . . . . .	4	4	..	..	..
<i>Special Cell, Farakka Barrage Project, Calcutta</i>					
1. Assistant Employment Officer . . . . .	1	..		..	..
2. U.D.C. . . . .	1	..		..	..
3. Stenographer . . . . .	1	..	..	..	
4. L.D.C. . . . .	1	..		..	..
5. Peon . . . . .	2	1	..	..	..
<i>Central Institute for Research &amp; Training in Employment Service Pusa, New Delhi</i>					
No shortfall of S.C./S.T.					
<i>Central Employment Exchange (Labour), Gorakhpur.</i>					

No recruitment has been made during the last several years and hence it is not possible to make good the shortfall in the recruitment of Scheduled Caste/Scheduled Tribe.

### Training Institutions/Regional Directorates

4.5. As regards the Training Institutes and the Regional Directorates it has been stated that the direct recruitment posts in Training Institutes and Regional Directorate have been grouped to

gether on the basis of pay scales for the Unit as a whole for the purpose of effecting reservations for Scheduled Castes and Scheduled Tribes in consultation with the Cabinet Secretariat (Department of Personnel and Administrative Reforms). In view of this, the Directorate General of Employment and Training has stated that categorywise information which is also not readily available, may not provide a pointer to shortfalls.

4.6. At the instance of the Committee, the Directorate General of Employment and Training has furnished the information regarding recruitment made during the years 1973, 1974 and 1975 and the number of Scheduled Caste and Scheduled Tribe candidates among the persons recruited, which is at Annexure V.

4.7. Asked about the reasons for shortfall in the employment of Scheduled Castes and Scheduled Tribes in the Directorate General of Employment and Training, the Committee have been informed that in cases where reserved vacancies could not be filled for want of suitable persons, the posts were re-advertised after six months or so. In one or two occasions, the reserved posts were filled by general candidates after the second advertisement failed to get a suitable person for the post. In such cases, the reserved vacancies were dereserved and carried forward to subsequent three recruitment years with the approval of the Department of Personnel and Administrative Reforms in accordance with the instructions on the subject. The Committee have also been informed that upto the 27th November, 1972, there was no reservation for Scheduled Castes and Scheduled Tribes in Class III and Class IV posts filled by promotion on the basis of seniority subject to fitness and consequently reservation used to be made only in respect of direct recruitment posts and to selection posts which were very limited. Further, in accordance with orders contained in the Cabinet Secretariat (Department of Personnel and Administrative Reforms) Office Memorandum No. 1/9/74-Estt. (SCT) dated the 29th April, 1975, if there is one vacancy in a particular year it has to be treated as unreserved and filled accordingly and the reservation has to be carried forward to three subsequent recruitment years. As reservation in promotion is to be made for each grade or post, the first vacancy in most cases had to be treated as unreserved being the only vacancy arising in that year in a particular grade or post. In Class II posts and lowest rung in Class I, there was only concessional grading upto 25 per cent of vacancies in a year. Reservation orders for promotions by selection in such grades or posts in which the element of direct recruitment, if any, does not exceed 50 per cent became effective from 20th July, 1974.

4.8. The Committee desired to know the number of reserved vacancies which could not be filled for want of Scheduled Caste and Scheduled Tribe candidates during the last three recruitment years. The D.G.E. & T., has stated in a written note that in two cases, reserved vacancies could not be filled for want of Scheduled Caste and Scheduled Tribe candidates, details of which are as under:

- (i) One post of Assistant Director of Training (in the field of Agriculture Engineering) reserved for Scheduled Tribes was notified to the UPSC in November, 1973. The UPSC informed towards the end of April, 1974 that no Scheduled Tribes candidate applied for the post. The reserved vacancy was re-notified to the U.P.S.C. in December, 1974. The Commission recommended a general candidate in May, 1975 as no Scheduled Tribe candidate applied for the post. The vacancy has been carried forward.
- (ii) One post of Technical Officer (in the field of Electronics Engineering) reserved for Scheduled Castes was notified to the UPSC in August, 1973. The Commission informed the D.G.E. & T. in December, 1973 to send a fresh requisition after six months as no Scheduled Caste candidate could be selected by them. The post was re-notified to the Commission in July, 1974. The Commission recommended a general candidates in April, 1975 as no Scheduled Caste candidate was still found suitable by them. The vacancy has been carried forward.

4.9. The Director General of Employment and Training also stated during the course of evidence that Class I consists of a number of posts and there are different recruitment rules for different posts. Further, there are some posts where recruitment is direct, and it is easier to enforce the percentage there. But in the case of promotion, orders for reservation in Class I posts at the initial stage were issued in 1974, and even there, the promotion quota is fixed at the first level in Class I and in the levels higher than that the promotion quota is not there. In many of the Class I posts, the filling up of posts is through promotion and it is, therefore, difficult to rectify the imbalance.

4.10. The Director General of Employment and Training has further stated during his evidence before the Committee as follows:—

“There are no two opinions that everything possible should be done, but because of the constraints, there would be

some vacancies left in spite of the efforts. One is that in the case of recruitment rules, there are certain posts, where the promotion quota may not apply. Secondly, there may not be an overall constraint of 50 per cent posts being filled because—and this is as per the Brochure—when you carry forward and you have to keep the upper ceiling of 50 per cent of the posts. There may be certain legal difficulties if we go beyond that. Then in the case of direct recruitment *versus* promotion that position may vary from post to post. Subject to these and other constraints provided in the rules, I agree that we must examine the question and take remedial measures.'

4.11. The Committee also drew the attention of the Director General of Employment and Training to the statement showing staff position of the Directorate General of Employment and Training as on 1-6-1976 and desired to know the reasons for making 44 *ad hoc* appointments in Class I posts. The Director General of Employment and Training has stated during the course of evidence as follows:

"The number of employees includes certain *ad hoc* promotees, because the Departmental Promotion Committee for Class I which is headed by a UPSC member, is yet to meet. We were asking them to expedite their meeting. Then, these *ad hoc* appointments would be regularised, and that would determine the quota."

4.12. Details about 44 *ad hoc* appointments made in Class I, as furnished by the Directorate General of Employment and Training, are given at Appendix VI.

4.13. The Committee then drew the attention of the Director General of Employment and Training to the statement showing recruitment made by them during the years 1973, 1974 and 1975 and desired to know why the unfilled reserved vacancies of Class I posts had not been shown in the statement for the year 1973 under columns 'unfilled vacancies carried forward'. The Director General of Employment and Training has stated during the course of evidence as follows:—

"For 20 posts shown in 1973, the requisition was sent to the UPSC. They have still not recruited those technical officers. Only after we receive the recommendations from the UPSC, we can go ahead with the carry-forward pro-

cess. The present position is that requisition for 20 posts was sent and nobody was appointed because nobody was recommended by U.P.S.C.”

4.14. Asked whether quota for Scheduled Castes and Scheduled Tribes was earmarked, the Director General of Employment and Training has stated as under:—

“The quota was earmarked. For instance, we sent the requisition for 20 Technical Officers. They belong to Class I. There are 11 Assistant Directors also. This is our technical side. We have, recently, in the last one month or so, received a list, something like 20 or so, from the U.P.S.C. No appointments could be made against these posts even though vacancies were there because this much time was taken. In the recruitment which is taking place now, due share according to the roster is being given. This was indicated in the requisition also.”

4.15. The Committee wanted to know whether any *ad hoc* appointments had been made to fill the 20 Class I posts. The Director General has stated that they have partially made *ad hoc* arrangements. In the technical officers' posts, \*50 per cent is meant for direct recruitment and \*50 per cent was for promotees. Some officers have been promoted on an *ad hoc* basis pending their regularisation by the Departmental Promotion Committee and the position had been indicated in the remarks columns of the Recruitment Statement against year 1975.

4.16. The Committee further asked about the details of 31 *ad hoc* appointments made in Class III posts in 1973. The information as furnished by the Directorate General of Employment and Training is tabulated below:—

Category of post	Direct recruits	Promotees	Whether <i>ad-hoc</i> appointees or not	Duration of <i>ad-hoc</i> appointment
<i>Class III (Non-Gazetted, Non-Ministerial)</i>				
Staff Car Driver	1	..	No	—
Technical Asstt. (Holl.)	..	1	No	—

the factual verification stage, the Ministry of Labour have stated that in Technical officers' posts, 75 per cent is meant for direct recruitment and 25 per cent is for promotee



1	2	3	4	5
Jr. Technical Assistant	1	3	1 <i>ad-hoc</i> (Direct)	Since 28-12-1973 upto 28-2-1977.
Senior D'man	2	1	2 <i>ad-hoc</i> (direct)	One since 15-6-1973 to 15-4-74.  One since 18-6-1973 and upto 28-2-1977.
Jr. D'man	4	..	Yes	One 15-6-1973 to 18-2-1974. One since 19-6-1973 and upto 28-2-1977.  One 25-6-1973 to 1-7-75.  One since 27-12-1973 and upto 28-2-1977.
Jr. Computer	17		Yes	One 25-1-1973 and upto 28-2-1977 One 27-1-1973 and upto 28-2-1977. One 1-2-1973 and upto 28-2-1977. One 16-6-1973 to 9-1-1974. One 16-6-1973 to 28-2-1974. One 16-6-1973 to 31-3-1975. Five 16-6-1973 and upto 28-2-77. One 20-7-1973 to 28-2-1977. One 10-9-1973 to 28-2-1977. One 1-10-1973 to 19-12-1974. One 1-10-1973 to 28-2-1977. Two appointments made in the year, 1972.
Sr. Tech. Asstt.	1			Shown inadvertently.
			(on deputation)	

4.17. Asked whether *ad hoc* appointments were not covered by the reservation orders, the Director General of Employment and Training has stated during evidence that they proceed according to seniority. He has added that *ad hoc* appointments are made for a temporary period as it is difficult to anticipate the period of *ad hoc* appointments. No reservation is also made for Scheduled Castes and Scheduled Tribes at that time.

4.18. The Committee further enquired about the position of 27 Class II posts shown 'under ban' in the Recruitment Statement of the year 1975. The Director General of Employment and Training has stated that these are technical posts. But the instructions of the Ministry of Finance are that posts which have been lying unfilled for more than six months should not be filled unless the prescribed approval of the competent authority is obtained. So, all these posts which were lying unfilled for more than six months could not be

filled by them, and even now, those posts cannot be filled unless the approval of the Ministry of Finance is obtained. He has further stated that in case of some of the Institutes run by the Ministry of Labour under the D.G.E. & T. there was some shortfall in the number of trainees in certain trades. It was considered that rather than continue to have the staff when there were no trainees, it might be better to keep certain posts vacant. In reply to a question, he has stated that these trainees are deputed by the State Governments and are Instructor-trainees. Some times it is not possible for the State Governments to depute sufficient number of instructor-trainees to match the facilities that have been created and so the facilities remain unutilised. Efforts are, however, made to utilise it by taking private candidates and others. Under these circumstances, 27 posts remained vacant. They are mostly training officers in technical trades.

4.19. The Committee then enquired the reasons for not furnishing any information about the number of Scheduled Castes and Scheduled Tribes in Class III, Non-gazetted Ministerial Staff. The Director General of Employment and Training has stated that these referred to the LDCs, UDCs, etc., which are controlled centrally by the Main Ministry of Labour. The position of staff is changing as there are frequent transfers of staff between the Branches of the D.G.E. & T. and the Main Ministry.

4.20. When asked whether 97 posts of LDCs at DGE&T (Headquarters) shown in the statement regarding staff strength as on 1-6-1976, are permanent in the Directorate, the Director General of Employment and Training has stated that the posts are permanent but the persons working against these posts are not on the rolls of the D.G.E. & T.

4.21. When the Committee specifically asked how the D.G.E. & T. ensured that Scheduled Castes and Scheduled Tribes are also represented in its Organisations, the Director General of Employment and Training has stated that if each Directorate like D.G.E.&T. were to try to do that exercise, it might be difficult because there are certain administrative problems.

4.22. Asked whether the Directorate General of Employment and Training proposed to resort to special recruitment exclusively for Scheduled Castes and Scheduled Tribes to make good the shortfalls, the Director General of Employment and Training has stated that it would be examined with a view to implementing them.

4.23. The Committee regret to note that the representation of Scheduled Castes and Scheduled Tribes in the Directorate General of Employment and Training and its Subordinate Offices/Training Institutes is much below the quota reserved for them. It is all the more surprising that the D.G.E. & T. could not find Scheduled Caste/Scheduled Tribe candidates even to fill up Class IV posts. Considering this state of affairs, the Committee cannot help concluding that the orders/instructions regarding reservations for Scheduled Castes and Scheduled Tribes are neither being followed in letter and spirit nor is adequate attention being paid to improve the situation. The Committee would urge the Directorate General of Employment and Training to take immediate effective steps to augment the representation of Scheduled Castes and Scheduled Tribes in the services of the Directorate General of Employment and Training according to the quotas reserved for these communities.

4.24. The Committee suggest that the Directorate General of Employment and Training should resort to special recruitment exclusively for Scheduled Castes and Scheduled Tribes to make good the shortfalls.

4.25. The Committee also suggest that where Scheduled Caste or Scheduled Tribe candidates are not available to fill the vacancies reserved for them, those vacancies should be offered to the other reserved community candidates instead of filling them up by general candidates even in the first year of carry forward.

4.26. The Committee are distressed to note that the Directorate General of Employment and Training has made a large number of ad hoc appointments for long durations in direct recruitment/promotional vacancies ignoring the claims of Scheduled Castes and Scheduled Tribes. The Committee recommend that if the ad hoc appointments are to continue beyond the period of 45 days, due reservations for Scheduled Castes and Scheduled Tribes should be provided in such appointments also.

4.27. The Committee would like to be informed about the number of vacancies in Class I posts of Technical Officers reserved for Scheduled Castes and Scheduled Tribes and the number of Scheduled Caste and Scheduled Tribe candidates actually appointed against the reserved vacancies against which 20 ad hoc appointments had been made and which have now been regularised by the Directorate General of Employment and Training on receipt of a list of selected Technical Officers from the U.P.S.C. The Committee trust that due reservations to Scheduled Castes and Scheduled Tribes have been provided in these appointments.

## CHAPTER V

### PROMOTION

5.1. As per orders of the Government of India, reservations in promotion have been provided to Scheduled Caste and Scheduled Tribe employees in the Directorate General of Employment and Training. Concessions/relaxations as envisaged in the 'Brochure on Reservations for Scheduled Castes and Scheduled Tribes in Services', issued by the Cabinet Secretariat (Department of Personnel and Administrative Reforms), are also given to Scheduled Caste/Tribe candidates, while considering them for promotion in the said organisation.

5.2. A statement showing the promotions made in different categories of posts in the D.G.E. & T. during the years 1973, 1974 and 1975, as furnished by the D.G.E.&T. are at Appendix VII.

5.3. The Director General of Employment and Training has stated during evidence that in 1973, in the case of Class I, no promotion was made. In Class II, one promotion was made and it went to a Scheduled Caste candidate; in Class III, seven promotions were made and two went to Scheduled Castes and one to Scheduled Tribe; and in Class IV, three promotions were made, and two went to Scheduled Castes. In 1974, in Class I, two promotions were made and no Scheduled Caste or Scheduled Tribe candidate in the lower grade of Assistant Director was senior enough for consideration; in Class II, five promotions were made, out of which three were *ad hoc* and none went to Scheduled Caste or Scheduled Tribe; only one candidate was eligible, but no Scheduled Caste or Scheduled Tribe candidate was senior enough in the lower grade of Senior Scientific Assistant.

5.4. Asked why the eligible Scheduled Caste candidate was not considered for promotion, the Director General has stated during the course of evidence that the candidate did not come within the zone of consideration which is three\* times the number of vacancies. He has added that the number of years of experience is also laid down in the recruitment rules. All those who qualify in that are considered and selection is made on the basis of seniority-cum-merit.

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\*At the factual verification stage, the Ministry of Labour have stated that the zone of consideration for promotion is 5 times the number of vacancies.

5.5. The Committee note that the Directorate General of Employment and Training provide reservation for Scheduled Caste and Scheduled Tribe employees in the matter of promotion on the basis of seniority subject to fitness as well as selection and it also gives all the concessions/relaxations as envisaged in the 'Brochure on Reservation for Scheduled Castes and Scheduled Tribes', issued by the Cabinet Secretariat (Department of Personnel and Administrative Reforms), while considering them for promotion. The Committee are, however, surprised to note that the Directorate General of Employment and Training has prescribed the zone of consideration at three times of the number of vacancies for promotion, while it should be five or six times of the estimated number of vacancies as laid down in the Ministry of Home Affairs Office Memorandum No. 1/4/55/RPS. dated the 16th May, 1957. The Committee suggest that the Directorate General of Employment and Training should enlarge the normal zone of consideration to five or six times of the number of vacancies so that all the eligible Scheduled Caste/Scheduled Tribe employees could be considered for promotion.

## CHAPTER VI

### LIAISON OFFICER AND MAINTENANCE OF ROSTERS

6.1. The Committee have been informed that the Deputy Secretary in the Directorate General of Employment and Training is the Liaison Officer in respect of whole of the Directorate General of Employment and Training organisation including the Subordinate Offices/Institutes etc. The Liaison Officer watches the interests of all the reserved category employees in the organisation as well as ensures that there is proper representation of Scheduled Castes and Scheduled Tribes in all categories of posts.

6.2. The rosters in respect of Class I and Class II posts are kept in the custody of the Liaison Officer. In addition to the rosters, a separate register is maintained for the relevant group of posts covered by the roster and as soon as a new post is created or a vacancy arises in the group to which the 40 point formula is applicable, it is entered in the register in the strict sequence of the dates. At the time of sending requisition to Employment Exchange, the custodian of the roster indicates after consulting the relevant roster, whether the vacancy is reserved or not. The entry in the roster is initialled by Under Secretary on behalf of the Liaison Officer. Rosters in the prescribed registers are also being maintained by all the Subordinate Offices of the Directorate General of Employment and Training. These registers are checked by the Liaison Officer in the Directorate General of Employment and Training, who is also the Liaison Officer for the whole of the organisation including the Subordinate Offices, during his periodical visits to these Offices/Institutes. The roster is also scrutinised by officers of the Headquarters during evaluation of the Subordinate Offices/Institutes.

6.3. When asked the dates from which rosters are being maintained in the Directorate General of Employment and Training, it has been stated in a note submitted to the Committee that reservation orders in favour of Scheduled Castes/Scheduled Tribes in respect of Class I and Class II posts were enforced in the Directorate General of Employment and Training with effect from the 25th March, 1970. Prior to this, the rosters were maintained by the main Ministry of Labour for the Ministry as a whole including the Attached Offices.

6.4. The representative of the Ministry of Labour has stated during the course of evidence that the roster of the Ministries for each category of ministerial staff of which the recruiting department is the Department of Personnel and Administrative Reforms is maintained by that Department. He has, however, added that the roster for the Central Secretariat (CSS) Grade is maintained in the Main Ministry of Labour and for that part of the Directorate General of Employment and Training, the roster is maintained by the Ministry of Labour.

6.5. Asked whether the Liaison Officer appointed in the Directorate General of Employment and Training inspects the rosters regularly and submits the inspection report in the prescribed form to the Director General, the Directorate General of Employment and Training has stated in a written note furnished to the Committee that the rosters were last inspected by the Liaison Officer in 1976. The inspections could not be conducted during the years 1973 to 1975 due to frequent changes of Liaison Officers on account of retirements.

6.6. The Office of the Commissioner for Scheduled Castes and Scheduled Tribes has furnished a note indicating the deficiencies noticed in the rosters maintained by the Directorate General of Employment and Training during a visit of their Study Team to that organisation in July, 1976, which is at Appendix VIII.

It has also been stated in the note that the Ministry of Labour, who were then maintaining the rosters, did not make available to the Study Team from the office of the Commissioner for Scheduled Castes and Scheduled Tribes, the rosters prior to 25-3-1970 in respect of Class I and Class II posts in the Directorate General of Employment and Training in spite of their repeated requests. When asked about the circumstances in which the said rosters were not shown to the Study Team from the Commissioner's Office, the Directorate General of Employment and Training has stated in a written note furnished to the Committee on the 29th December, 1976 that the requisite information is yet to be received from the main Secretariat i.e. the Ministry of Labour to whom they have reminded again.

6.7. The Committee enquired whether a Cell has been set up in the Directorate General of Employment and Training under the direct control of the Liaison Officer to look after the work relating to representation of Scheduled Castes and Scheduled Tribes in the Directorate General of Employment and Training, the Director Gene-

ral of Employment and Training has stated during his evidence before the Committee that there is no separate Cell but the Deputy Secretary nominated as Liaison Officer in the Directorate General of Employment and Training performs the functions of coordination, etc. The Liaison Officer is also the inspecting officer for the field offices. The Director General has, however, promised that he will move into this direction.

6.8. The Committee are distressed to note that the rosters were not inspected by the Liaison Officer in the Directorate General of Employment and Training during the years 1973 to 1975 as there were frequent changes of Liaison Officers on account of retirements. The Committee do not consider frequent changes of Liaison Officers as a valid ground for dispensing with inspection of rosters altogether. Some other senior officer could have been easily deputed for carrying out the inspection of rosters. This only reflects the scant importance shown by the Directorate General of Employment and Training to the maintenance of roster which is an important mechanism to watch the proper placement of Scheduled Castes and Scheduled Tribes in their services. The Committee trust that the Liaison Officer now nominated would function with a sense of dedication and ensure that reservation orders are properly implemented by the concerned authorities. He should also in particular pay his attention in regard to the proper maintenance of rosters.

6.9. The Committee feel that the Liaison Officer alone would not be able to discharge his duties effectively unless a Cell with adequate staff is set up in the Directorate General of Employment and Training to assist him and to ensure due compliance of the orders of reservations for Scheduled Castes and Scheduled Tribes issued from time to time. The Committee trust that as promised by the Director General of Employment and Training during the course of evidence before the Committee, this Cell would be set up as expeditiously as possible. A note on the activities of the Cell should also be highlighted in the Annual Report of the Ministry of Labour as per orders contained in the Cabinet Secretariat (Department of Personnel and Administrative Reforms) Office Memorandum No. 36022/5(i)/76-Est (SCT) dated the 28th May, 1976.

6.10. The Committee are displeased to note that the rosters in respect of Class I and Class II posts prior to 25-3-1970 maintained by the Ministry of Labour were not made available to the Study Team from the Office of the Commissioner for Scheduled Castes and Scheduled Tribes which visited the Directorate General of Employment and Training during July, 1976 to look into the records for the proper



maintenance of rosters and implementation of reservation orders. The Committee feel that this has seriously handicapped the Commissioner for Scheduled Castes and Scheduled Tribes in the discharge of his constitutional obligations. It is all the more distressing to note that the Ministry of Labour could not furnish a satisfactory reply for not furnishing the said rosters to the Study Team of the Commissioner's Office even after a lapse of about five months. The Committee strongly emphasise the need for fullest cooperation being extended to the Commissioner for Scheduled Castes and Scheduled Tribes to enable him to fulfil his constitutional obligations to investigate into the matter relating to the safeguards provided for Scheduled Castes and Scheduled Tribes and trust that such cooperation will always be extended in future.

6.11. The Committee would also like to be apprised of the action taken on the inspection report of the Study Team of the Office of the Commissioner for Scheduled Castes and Scheduled Tribes and the remedial measures adopted to avoid recurrence of the discrepancies pointed out in the report of the Study Team.

## CHAPTER VII DERESERVATION

7.1. The Committee have been informed that the Directorate General of Employment and Training follows the instructions contained in Chapter X of the 'Brochure on Reservations for Scheduled Castes and Scheduled Tribes in Services' issued by the Cabinet Secretariat (Department of Personnel & Administrative Reforms) in dereserving a reserved vacancy. Normally, dereservation of reserved vacancies is done after all the efforts made to get suitable candidates belonging to Scheduled Castes and Scheduled Tribes are exhausted and in consultation with the Department of Personnel and Administrative Reforms. The reserved vacancy is, however, carried forward to subsequent three recruitment years.

7.2. In reply to a question, the Committee have been informed that the following reserved vacancies have been dereserved during each of the last three recruitment years:—

Year	Category of post	Reserved for		Method of recruitment
		S.C.	S.T.	
1973	Junior Technical Assistant .	1	—	By promotion.
	Senior Draughtsman	1		By promotion.
1974	—	NIL		—
1975	Asstt. Director of Training .	..	1	By direct recruitment
	Technical Officer . . . .	1	..	By direct recruitment

The Director General of Employment and Training has further stated during the course of evidence that among other categories, the vacancy of Senior Investigator and one vacancy of Stenographer were dereserved during the year 1973 and 1976 respectively. He has, however, added that no vacancy is dereserved without the approval of the Department of Personnel and Administrative Reforms and Government instructions regarding steps to be taken before dereserving a reserved vacancy are scrupulously followed.

7.3. Asked how it has not been possible for the Directorate General of Employment and Training to get a Stenographer to fill the reserved post, the Director General of Employment and Training

during the course of evidence has stated that that particular post of Stenographer was meant for promotion quota in one of their Training Institutes at Calcutta and none of the Scheduled Caste or Scheduled Tribe candidate with the requisite qualifications was available in the eligibility zone for promotion from the organisation and, therefore, it had to be carried forward.

7.4. When the Committee suggested that a Scheduled Caste or Scheduled Tribe candidate from the open market should have been recruited to fill the reserved vacancy, the Director General of Employment and Training has stated:

“If in an organisation there are some clerks, who in the course of one, two or three years when the vacancy has been carried forward, can qualify in stenography, as I submitted, the equity would seem to lie in their favour that they get a chance for the post in their own organisation. If I go to the open market, I would get a stenographer, but that a chance would be lost to the person in the organisation.”

7.5. **The Committee note that a number of vacancies have been dereserved in the Directorate General of Employment and Training during the years 1973 and 1975. The Committee would like to urge that in view of the poor representation of Scheduled Castes and Scheduled Tribes in the services of the Directorate General of Employment and Training, the practice of dereservation of reserved vacancies should be abolished.**

- (ii) Employment and Training of Scheduled Castes and Scheduled Tribes through the agency of Directorate General of Employment and Training.

## CHAPTER VIII

### NATIONAL EMPLOYMENT SERVICE

#### A. Role of the D. G. E. & T.

8.1. The Directorate General of Employment and Training (D.G. E. & T.) is responsible for laying down broad policies and procedure for working of the Employment Exchanges. It also carries a continuous programme of the evaluation of policies, procedures and working practices of Employment Exchanges in the States with a view to assess and advise the State Governments on the progressive development of the national employment service and to ensure that national policies, standards and procedure are effectively implemented. A working Group has been constituted to enable the Directorate General of Employment and Training to discharge its responsibilities. This Working Group is comprised of representatives of the Central Government and State Government Departments dealing with National Employment Service. Representatives of the Directorate General of Resettlement (Ministry of Defence) and Planning Commission also participate in its meetings. It meets periodically and discusses matters relating to Employment Exchanges policies and procedures with a view to provide better service to the registrants including Scheduled Castes and Scheduled Tribes. Necessary instructions are issued to the State Governments as per decisions taken in the Working Group. Details about the decisions taken at the meetings of the Working Group from time to time, with regard to matters pertaining to Scheduled Castes/Tribes and action taken thereon by the Directorate General of Employment and Training is given at Appendix IX.

8.2. The Committee desired to know the procedure followed by the Directorate General of Employment and Training to evaluate the policies, procedure and working practices of Employment Exchanges in the States. The Directorate General of Employment and Training has stated in a written note furnished to the Committee that evaluation is conducted jointly by a senior officer of the Directorate General of Employment and Training and an officer nominated by the State Government. Visits to Employment Exchanges by the offi-

cers of the Directorate General of Employment and Training and the dates of discussion with the officials of the State Directorate are pre-arranged in such a way so as to provide for an evaluation of a cross-section of the Employment Service in the State as revealed in the working of large, medium as well as small exchanges. At the end of the evaluation of Employment Exchanges, the representative of the Directorate General of Employment and Training holds discussions with the State Director of Employment and apprises him of the observations made. The representative of the Directorate General of Employment and Training and the officer nominated by the State Government jointly prepare a brief note embodying the salient features as revealed by the evaluation and it is handed over to the State Director of Employment for immediate consideration of the important recommendations.

The evaluation Team, while evaluating the Employment Exchanges, observes the detailed procedures and instructions issued by the State Government and Central Government. They also try to assess whether Employment Service in the State as a whole follows the principles, policies, standards and procedures laid down by the Government of India. The Evaluator is expected to assess the Employment Service and advise the State Government on the progressive development of the services towards the employers and employment seekers in the State. The recommendations made in the joint evaluation report are, therefore, always agreed ones. During the period from December, 1974 to August, 1976, 52 Employment Exchanges in 19 States/Union Territories have been evaluated (See Appendix—X).

8.3. It has also been stated that the last evaluation study was made in August, 1976 in the State of Haryana. The District Employment Exchanges, Sonapat and Panipat and Divisional Employment Exchange, Ambala were evaluated.

8.4. As regards the compliance reports it has been stated that since one of the Senior State Government Officers (from the State Directorate of Employment) is included in the Evaluation Team, the recommendations/suggestions made are generally complied with and compliance reports are sent by the State Directorate to the State Government, with a copy to the DGE&T. Out of the 19 States/Union Territories evaluated so far, compliance reports have already been received from 8 States/Union Territories. Some of the States have informed that action is in hand on the recommendations/suggestions made in the evaluation reports. In case compliance reports are not received within a reasonable time, reminders are issued from different levels. For example, in the case of Gujarat, the State Labour Secretary was addressed by the Director General of Employment and

Training/Joint Secretary to the Government of India and in the case of the Union Territory of Delhi, the Deputy Labour Minister, Government of India addressed the Executive Councillor, Delhi Administration for compliance of the recommendations/suggestions made in the evaluation reports.

8.5. The Committee enquired whether any member of Scheduled Castes and Scheduled Tribes is included in the Working Group, the Directorate General of Employment and Training has stated in a note submitted to the Committee that since the Group consists of representatives of Central and State Governments only, no separate representative as such of the Scheduled Castes and Scheduled Tribes is included in the Group. However, a representative of the Commissioner for Scheduled Castes and Scheduled Tribes is invited to attend the meetings of the Working Group whenever any subject pertaining to the Scheduled Castes and Scheduled Tribes is included in the agenda. At the instance of the Committee, the Directorate General of Employment and Training has furnished proceedings of 17th Sitting of the Working Group held on 8th October, 1976 which is at Appendix XI.

8.6. When asked whether all the recommendations made at the 15th meeting of the Working Group on National Employment Service held in September, 1973 at Trivandrum under the Chairmanship of the Director General of Employment and Training, have been implemented, the Directorate General of Employment and Training has stated in a note furnished to the Committee that among the various recommendations made at that meeting, there was only one specific recommendation pertaining to Scheduled Castes and Scheduled Tribes namely cooption of the representatives of Scheduled Caste and Scheduled Tribe Associations on District|State|Central Committee on Employment. The proposal to co-opt a representative of each of the Scheduled Castes|Scheduled Tribes organisations in the district as member of the District Committee on Employment to each Employment Exchange to facilitate the representation of Scheduled Caste and Scheduled Tribe applicants in services was accepted. This recommendation was communicated to the State Governments for necessary action.

8.7. It has been stated that a Central Committee on Employment has also been set up in the Ministry of Labour under the Chairmanship of Labour Minister to advise the Employment Directorate on matters relating to employment and training. The Director General of Employment and Training has further stated during the course of evidence that this Committee was reconstituted on the 27th May, 1975. It consists of representatives of the Ministry of

Labour, Planning Commission, Small Scale Industries Board, State Government Directorate, Bureau of Public Enterprises, Employers' and Workers' Organisations, representative of Applied Manpower Research, four Members of Parliament and two Economists. The names of Members of Parliament are nominated by the Department of Parliamentary Affairs with the approval of the Prime Minister. Representatives of two Associations|Organisations working for the welfare of Scheduled Castes and Scheduled Tribes have been nominated on the Central Committee on Employment.

8.8. The Committee wanted to know the procedure followed for nomination of Scheduled Caste and Scheduled Tribe representatives on the Central Committee on Employment. The Directorate General of Employment and Training has stated in a note furnished to the Committee that in the matter regarding representation of Scheduled Caste and Scheduled Tribe Associations on the Central Committee on Employment, the Ministry of Labour have been guided by the advice of the Commissioner for Scheduled Castes and Scheduled Tribes and the Ministry of Home Affairs. The Commissioner for Scheduled Castes and Scheduled Tribes drew the Labour Ministry's attention to the list of Associations/Organisations recognised as representatives of Scheduled Castes and Scheduled Tribes, for the purpose of orders regarding their special representation in Service, given in Appendix 11 of the Brochure on Reservations for Scheduled Castes and Scheduled Tribes in Services issued by the Cabinet Secretariat (Department of Personnel and Administrative Reforms). In addition, they forwarded to the Ministry of Labour a list of Voluntary Organisations receiving grants-in-aid from the Government of India. The Ministry of Home Affairs, who were then requested to give their specific recommendations for giving representations to two of the Associations|Organisations of the Scheduled Castes|Scheduled Tribes on the Central Committee, suggested the names of the following two Voluntary Organisations:—

- (1) Harijan Sewak Sangh  
Kingsway, Delhi-110009.
- (2) Bhartiya Adimjati Sewak Sangh,  
Dr. Ambedkar Marg,  
New Delhi-110055.

The above two Associations were then asked to indicate their nominees on the Committee.

The two representatives of the Scheduled Caste/Scheduled Tribe Associations functioning on the Central Committee on Employment are as follows:—

<i>Association</i>	<i>Name of the Nominee</i>
1. Harijan Sewak Sangh, Kingsway, Delhi-110009.	Shri K. K. Leuva, Advocate, 86, Seva Samaj Society, Fatehgunj, Baroda-2.
2. Bhartiya Adimjati Sewak Sangh, Dr. Ambedkar Marg, New Delhi-110055.	Shri Shyam Manohar, Director, CD&P, Bhartiya Adimjati Sewak Sangh.

8.9. The Committee desired to know whether Advisory Committee had been attached to each Employment Exchanges and whether Scheduled Castes and Scheduled Tribes were represented on those Committees. The Director General of Employment and Training has stated that State level Advisory Committees are attached to the Employment Exchanges and, in 1973, instructions were issued to the State Governments to co-opt representatives of the Scheduled Castes and Scheduled Tribes Associations on the District and State Employment Advisory Committees. Replies showing the action taken by the State Governments on them have also been received which are as follows:—

Bihar .	. District level Committees have representatives of Scheduled Caste and Scheduled Tribe members of State Legislatures.
Goa .	. Two Scheduled Castes and one Scheduled Tribe representatives are co-opted on the State Committee.
Gujarat .	. In the District Committees which exist now as also on the State Committee, Scheduled Caste and Scheduled Tribe members will be co-opted at the time of reconstitution.
Haryana .	. The representative of the Department of Welfare of Scheduled Castes and Scheduled Tribes and Backward Classes is included in each Divisional Committee on employment.
Maharashtra .	. They have made such proposals.
Orissa .	. Representatives of the associations of Scheduled Castes and Scheduled Tribes are being co-opted.
Punjab .	. Representatives of Scheduled Caste and Scheduled Tribe associations are co-opted on the Committee.
Tamil Nadu .	. Action has been taken to include the local Member of Parliament and Assembly belonging to the Scheduled Caste and the Scheduled Tribe.
West Bengal .	. Co-option authorised.

8.10. When the Committee pointed out that in some States, representation to the Scheduled Castes and Scheduled Tribes had not been given on these Committees and desired to know the action



proposed to be taken by Government in that direction, the Director General of Employment and Training has stated during the course of evidence that they are meeting the State Directors in the first week of October, 1976. The position will be reviewed as to why the recommendation could not be implemented by the State Governments.

8.11. Referring to the Shivarao Committee's Report on the Training and Employment Service Organisation (1954) the Committee desired to know whether District Fairness Committees had been set up in all the States. The Director General of Employment and Training has stated that the Government of India have issued instructions to set up such Committees in all the States. The Minister of Labour has also addressed a letter in August, 1975 to all the Chief Ministers and Administrators of Union Territories in this regard.

8.12. On being asked by the Committee, the Directorate General of Employment and Training has furnished a summary of replies received from the State Governments|Union Territories to the Labour Minister's letter suggesting setting up of Special Committees under the Chairmanship of District Collector in each District to take action on complaints of corruption, etc. in Employment Exchanges which is at Appendix XII.

8.13. The Committee have been informed that since the working Group on National Employment Service consists of representatives of the Central and State Governments, no separate representative as such of the Scheduled Castes and Scheduled Tribes is included in the Working Group. However, a representative from the Office of the Commissioner for Scheduled Castes and Scheduled Tribes is invited to attend the meetings of the Working Group, whenever any subject pertaining to the Scheduled Castes and Scheduled Tribes is included in the agenda. The Committee note that a number of items pertaining to the Scheduled Castes and Scheduled Tribes have been discussed at the 17th meeting of the Working Group held at Nainital in October, 1976, but the name of the representative from the office of the Commissioner for Scheduled Castes and Scheduled Tribes does not find place in the list of members and invitees present at the said meeting of the Working Group. The Committee urge that a representative from the Office of the Commissioner for Scheduled Castes and Scheduled Tribes should invariably be invited to attend all meetings of the Working Group on National Employment Service to enable him to watch the interests of Scheduled Castes and Scheduled Tribes. ..

8.14. The Committee note that the Working Group on National Employment Service at its seventeenth meeting held at Nainital in October, 1976 had observed that recruitment through Employment Exchanges was still not being made in the States of Bihar, Haryana, Jammu and Kashmir, Karnataka, Kerala, Meghalaya, Punjab and West Bengal and had desired that the Central Minister of Labour might address to the Chief Ministers of the above States so that the machinery of Employment Exchanges in these States might be utilised for filling up vacancies under the State Governments. The Committee would like to be apprised of the outcome of efforts made by the Ministry of Labour (Directorate General of Employment and Training) in this regard.

8.15. The Committee note that the evaluation of Employment exchanges is conducted jointly by the Officers of the Directorate General of Employment and Training and the State Government concerned with a view to ensure whether agreed policies and procedures are observed uniform national standards are maintained and programmes are followed. The Committee further note that the recommendations made by the joint evaluation team are always agreed ones and sent by the Directorate General of Employment and Training to the State Government/State Director of Employment for compliance. The Committee are distressed to note that during the period from December, 1974 to August 1976, evaluation of only 52 Employment Exchanges in 19 States/Union Territories have been done while the Directorate General of Employment and Training is expected to evaluate the working of Employment Service in each State at least once a year, as laid down in para 17.10 of the National Employment Service Manual. The Committee expect the Ministry of Labour to ensure that evaluation of working of the Employment Service in the different States is undertaken by the Directorate General of Employment and Training once in a year and the evaluation reports sent to the State Government/State Director of Employment concerned for compliance, as laid down in the said Manual. The Committee also stress that a close watch should be kept by the Directorate General of Employment and Training on the State Governments to see that the recommendations/suggestions contained in the evaluation reports are implemented by them in letter and spirit.

8.16. The Committee regret to note that even though instructions to co-opt a representative of the recognised Scheduled Caste and Scheduled Tribe organisation on all the Advisory Committees

attached to the Employment Exchanges were issued by the Ministry of Labour (Directorate General of Employment and Training) to all State Governments/Union Territory Administrations as far back as 1973, some of the State Governments have not yet nominated representatives of Scheduled Caste and Scheduled Tribe organisations on these Committees. The Committee urge that the Ministry of Labour should ensure that the representatives of the Scheduled Caste and Scheduled Tribe organisations are nominated by all the State Governments/Union Territories on the Advisory Committees without any further loss of times so that the interests of Scheduled Caste and Scheduled Tribe job-seekers are safe-guarded.

8.17. The Committee note that the Minister of Labour had suggested to the Chief Ministers/Administrators of all States/Union Territories in August, 1975 to set up Special Committees under the Chairmanship of District Collectors in each district to keep a watch on the working of Employment Exchanges and Industrial Training Institutes and to take immediate action in case of complaints of corruption, malpractices, favouritism, etc. The Committee are unhappy to learn that some of the States/Union Territories have not yet responded to the suggestion made by the Minister of Labour. They suggest that the Ministry of Labour should ensure that these Committees are set up by all the States/Union Territories without any further loss of time, as these Committees would play a major role in removing misgivings and minimising complaints from the public. The representatives of the Scheduled Castes and Scheduled Tribes should also be nominated on these Committees, if they do not already find a place on these Committees.

#### B. Employment Exchanges

8.18. It has been stated that the total number of Employment Exchanges in the country as on the 1st June, 1976 are 510. Besides this, there are 63 University Employment Information and Guidance Bureaux, 16 Professional and Executive Employment Offices, 14 Special Employment Exchanges for physically handicapped and 210 Employment Market Information Units. It has been further stated that the Scheduled Caste and Scheduled Tribe employment-seekers are regarded as one of the special categories of applicants for purposes of employment assistance by the Employment Exchanges. The following special facilities are extended by the Employment Exchanges to the Scheduled Caste/Tribe applicants in the matter of employment assistance:

- (i) Index Cards of Scheduled Caste and Scheduled Tribe applicants are separately filed in by the Employment

Exchanges to enable them to submit names of the qualified candidates pertaining to these communities;

- (ii) Wherever the Government employer does not indicate clearly the fact of reservation of vacancies for Scheduled Castes and Scheduled Tribes, the requisition is not entertained by the Employment Exchanges till the requisite information is provided by the employer;
- (iii) Scheduled Caste and Scheduled Tribe candidates are submitted not only against reserved vacancies but also against the unreserved vacancies;
- (iv) The Employment Officers enlist cooperation of recognised Scheduled Caste and Scheduled Tribe associations. The associations are asked to advise suitable candidates who are interested in employment assistance, particularly in Government appointments, to register with the Employment Exchanges;
- (v) If Scheduled Caste and Scheduled Tribe candidates are not available on the Live Register of the exchange for submission against notified vacancies, the employment exchanges seek the assistance of Scheduled Caste/Scheduled Tribe associations for locating qualified persons and making vacancies widely known;
- (vi) The Central Employment Exchange also advertise vacancies relating to reserved categories in all important national and regional newspapers;
- (vii) Instructions have been issued to the Employment Officers to pay frequent visits to remote areas of tribal concentrations in order to register employment seekers and to disseminate information in regard to suitable employment opportunities;
- (viii) Coaching-cum-Guidance Centres for Scheduled Caste and Scheduled Tribe applicants have been established on pilot basis at Delhi, Madras, Kanpur and Jabalpur to impart confidence building training and guidance to the applicants belonging to these communities to enhance their employability.

8.19. The Directorate General of Employment and Training has further stated in a note furnished to the Committee that instructions

have been issued through the National Employment Service Manual (a guide for Employment Officers) that the Employment Officers should cultivate and maintain good relations with employers in their exchange areas. Stress has also been laid on personal contacts with employers to achieve better results. It has also been stressed that all employers should as far as possible be encouraged to visit the Employment Exchanges so that they can see the methods of working. Every Employment Officer is required to maintain a record of contacts with employers and other employers' organisations.

8.20. The Committee desired to know how the Directorate General of Employment and Training ensures that the instructions issued by them to the Employment Exchanges to render special assistance to Scheduled Caste and Scheduled Tribe job-seekers are being followed in letter and spirit. The Directorate General of Employment and Training has stated in a note submitted to the Committee that according to the provisions of the Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959, all vacancies except those exempted under the Act are required to be notified by the establishments (covered under the Act) to the concerned Employment Exchanges. The Employment Exchanges (Compulsory Notification of Vacancies) Rules, 1960, which lay down the manner in which the vacancies are to be notified to the Employment Exchanges provide that the employing establishments should invariably indicate the reservation, if any, while notifying their vacancies to the Employment Exchanges. In respect of the Central Government establishments, executive instructions have also been issued by the Ministry of Home Affairs/Department of Personnel and Administrative Reforms for indicating the specific number of vacancies reserved for Scheduled Castes/Scheduled Tribes in the requisition form prescribed for the purpose.

8.21. Asked whether the Employment Exchanges ask for from the employing agencies the reasons for rejection of Scheduled Caste and Scheduled Tribe candidates sponsored by them, the Directorate General of Employment and Training has stated in a note that the Employment Exchanges in all cases request the employing agencies for specific reasons for rejection so that the submission of next batch may conform to the specifications. Scheduled Caste and Scheduled Tribe candidates are also covered by this procedure of submission for which specific instructions have been issued as early as 1968.

8.22. When asked whether the Employment Exchanges consult the Directorate General of Employment and Training before issuing certificates regarding non-availability of Scheduled Caste and Tribe

candidates with them for a particular job, the Directorate General of Employment and Training has stated that as non-availability certificates in appropriate cases are required to be issued without any loss of time for enabling the employing agency to recruit Scheduled Caste and Tribe candidates from any other source, the Employment Exchanges do not consult the Directorate General of Employment and Training before issuing the non-availability certificate. The Employment Exchanges, however, explore all possibilities of sponsoring Scheduled Caste and Scheduled Tribe candidates (including taking circulation action and issuing advertisements) before non-availability certificate is issued. The Employment Exchanges submit periodical returns to the Directorate General of Employment and Training about non-availability certificates issued by them occupation-wise in respect of reserved vacancies.

8.23. The Committee enquired how the Directorate General of Employment and Training ensured that all the Employment Officers follow the instructions contained in the Manual on National Employment Service. The Directorate General of Employment and Training has stated in a note that the Employment Officers are trained in the Central Institute for Research and Training in Employment Service of the Ministry of Labour where training is imparted to them on procedural matters strictly on the basis of instructions contained in the National Employment Service Manual. Since the administration of Employment Exchanges are now under the control of the respective States, the State Directors of Employment through their own inspection programme ensure that the Employment Officers follow the instructions contained in the National Employment Service Manual. This is also ensured through joint evaluation of selected employment exchanges in each state in regular intervals.

8.24. The Committee pointed out that in the 22nd Report of the Commissioner for Scheduled Castes and Scheduled Tribes for the year 1973-74, it has been stated that various Employment Officers in States/Union Territories visit the areas with concentration of Scheduled Castes and Scheduled Tribes with the object of registering Scheduled Caste and Scheduled Tribe employment-seekers so that they are suitably employed against the vacancies available for them. Details of the visits paid by the Employment Officers for the purpose in the States of Andhra Pradesh, Gujarat, Kerala, Karnataka, Pun-

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jab, Tamil Nadu and Pondicherry during the calendar year 1973 have been given below:

Sl. No.	Name of the State/Union Territory	No. of visits paid	No. of SC and ST employment seekers registered	
			S.C.	S.T.
1	Andhra Pradesh . . . . .	4	11	35
2	Gujarat . . . . .	14		152
3	Kerala . . . . .	13	177	15
4	Karnataka . . . . .	47	476	7
5	Punjab . . . . .	3	..	
6	Pondicherry . . . . .	10	36	
7	Tamil Nadu . . . . .	12	..	

8.25. The Committee asked the Directorate General of Employment and Training to furnish a statement in respect of visits paid by the Employment Officers in the various States/Union Territories during the years 1974 and 1975 showing the number of visits paid in each State/Union Territory and the number of Scheduled Caste and Scheduled Tribe employment-seekers registered. The Directorate General of Employment and Training has furnished the information regarding visits paid by the Employment Officer in various States/Union Territories during the year 1974 which is tabulated below:—

Sl. No.	Name of the State/Union Territory	No. of visits made	No. of registrations		
			Scheduled Castes	Scheduled Tribes	Total
1	Karnataka . . . . .	54	228	..	228
2	Punjab . . . . .	30	87		87
3	West Bengal . . . . .	7	..		
4	Madhya Pradesh . . . . .	47	74	471	545
5	Tripura . . . . .	15			
6	Nagaland . . . . .	5		32	32
7	Assam . . . . .	16	50	77	127
8	Gujarat . . . . .	25		200	200
9	Bihar . . . . .	5	..	..	..

They have added that such information for the year 1975, has not yet been received. The Directorate General of Employment and Training has further stated that some of the States have stated that the efforts continued by the Employment Officers in making visits to the places, where there is a concentration of Scheduled Castes/Scheduled Tribes population, has had the necessary impact in enriching the live register.

8.26. The Committee wanted to know how far the personal contacts made by the Employment Officers with the employers have helped in improving the placement of Scheduled Castes and Scheduled Tribes. The Directorate General of Employment and Training has stated in a note submitted to the Committee that although precise information on this is not available, the ratio of placement to registration is higher in respect of Scheduled Caste and Scheduled Tribe applicants as compared to that in respect of all applicants taken together.

8.27. Asked whether the Employment Officers communicate the problems/suggestions made by the employers to the Directorate General of Employment and Training for consideration, the Directorate General of Employment and Training has stated that the problems posed and the suggestions made by the employers to the Employment Officers are generally discussed and considered at the State level. In appropriate cases, proposals for consideration of these problems/suggestions are forwarded by the State Governments for discussion in the meetings of the Working Group on National Employment Service.

8.28. It has been stated in the twenty-second Report of the Commissioner for Scheduled Castes and Scheduled Tribes for the year 1973-74 that a proposal was made by him for creation of a special cell at the State level in all States to deal with placement of Scheduled Caste and Scheduled Tribe registrants with the Employment Exchanges but the Directorate General of Employment and Training did not accept the proposal. The Committee desired to know the reasons for not accepting the Commissioner's recommendation. The Directorate General of Employment and Training has stated in a note submitted to the Committee that the proposal of the Commissioner for Scheduled Castes and Scheduled Tribes for setting up special employment cells for sponsoring suitable Scheduled Caste and Scheduled Tribe candidates against reserved vacancies was taken from the procedure introduced by the Government of Kerala, but the proposal to empower that cell to nominate suitable Scheduled Caste and Scheduled Tribe candidates against reserved vacancies



was taken from the working of the Transfer Bureau set up by the Government of India in the Ministry of Home Affairs. According to the Commissioner's Report, a special cell in each employment exchange on the lines of the Transfer Bureau can be set up with officers, if necessary, from the Department of Personnel and Administrative Reforms on it. All vacancies falling on reserved points in the special roster maintained in employment exchanges can be immediately referred to this special cell with which all Scheduled Caste and Scheduled Tribe employment-seekers will be registered. The cell will also have the power to nominate Scheduled Castes and Scheduled Tribes against reserved vacancies of the Central Government offices in such a way that the reserved categories of candidates are not crowded in a few offices only. The procedure adopted in Kerala State was also examined. Under this procedure the Employment Exchanges in the State maintain a centralised roster for each category of post on behalf of State Government employers. Separate rosters are maintained for State Government offices, semi-Government offices and the local bodies under the State Government. All offices/establishments have to consult the Employment Exchange concerned in the first instance to ascertain the position in regard to the reservation point on which a vacancy falls before taking further action for recruitment of staff.

There are certain practical difficulties for adopting similar procedure elsewhere. The Employment Exchanges are not being utilised for the purpose of recruitment by all the employers e.g. Posts and Telegraphs and Railways. Recruitment to Class I and Class II posts is also not made through the Employment Exchanges but through the Union Public Service Commission. In Kerala where the Employment Exchanges were centrally maintaining rosters, even the Employment Exchanges situated in small districts were required to maintain about 113 registers. There were 2,009 job specifications and even if they were grouped, about 200 to 300 registers will have to be necessarily maintained at each employment exchange. The maintenance of such a large number of rosters by the employment exchanges would obviously be a time-consuming job and is likely to prove detrimental to other normal functions of the employment exchanges. Further it would not be possible for the exchanges to perform these extra functions without provision of additional staff, but the State Governments, under whose control the exchanges work, would not agree to provide the same due to financial restraints. The implementation of Kerala procedure in places like Bombay, Calcutta, Delhi would be an impossible task. The Department of Personnel and Administrative Reforms who have

been consulted in the matter are also of the opinion that due to the following reasons, the implementation of the Kerala procedure in respect of vacancies arising in the Central Sectors is not considered feasible:

- (1) The rosters could be maintained properly only by the appointing authority and not by any other agency.
- (2) The purpose of the roster is not only to allocate vacancies to reserved or unreserved category, but also to act as form of a register, which is to be utilised at the time of confirmation. Since confirmation is to be considered by the individual department on a cadre basis a centralised roster will greatly complicate the matter.
- (3) If rosters are to be centrally maintained, the decision whether a particular vacancy is to be treated as reserved or unreserved will be determined somewhat arbitrarily. This might result in large number of vacancies being reserved in one office and very few or no vacancy being reserved in another office.
- (4) It is often argued that if rosters are maintained centrally, a situation in which only one vacancy occurs and it has to be treated as 'Unreserved' (due to its being the only vacancy in the recruitment year) will be avoided. However, this position is not quite correct, as according to the instructions contained in Ministry of Home Affairs Office Memorandum No. 1/4/70-Estt.(SCT), dated 11th November, 1971, even if the posts are grouped, the total reservation in any of the individual services/posts so grouped should not exceed 50 per cent of the vacancies filled in that service/post in a recruitment year.
- (5) The rosters suggested to be maintained, would be separate for each group of post formed on the basis of pay scale status and qualification prescribed for the post. Thus there will have to be several rosters.

8.29. In addition to what has been stated above, the Directorate General of Employment and Training is of the view that by setting special cell at each employment exchange, the Scheduled Caste and Scheduled Tribe candidates will be sponsored only against the reserved vacancies, while at present a large number of them are being sponsored and placed against unreserved vacancies. It is in the interest of Scheduled Castes and Scheduled Tribes that the Directo-

rate General of Employment and Training do not favour the idea of setting up of special cells for Scheduled Castes and Scheduled Tribes only. The creation of cell for the purpose of improving the placement of special categories including Scheduled Castes and Scheduled Tribes has, however, been receiving urgent attention of the Directorate General of Employment and Training. Although a number of measures have already been taken to promote their placements, State Governments were requested to set up special cell at the State Directorate to render effective assistance to these categories of employment seekers. The point was taken up for discussion in the sixteenth meeting of the Working Group held at Bombay during February, 1975 where the proposal was agreed to and all the State Directors of Employment have been requested to make a note of the fact that a special cell for the effective placement of special categories of applicants including Scheduled Castes and Scheduled Tribes should be set up in States where it has not been already established. The working Group even desired that the cell should include a Liaison Officer for the purpose of canvassing and maintaining contacts with employers for exploring employment opportunities for these special categories.

8.30. The State Directors have also been supplied guidelines for the cell and requested to move for the creation of the cell to promote employment of these categories.

3.31. The Committee note that the Employment Officers in States/ Union Territories visit the areas with concentration of Scheduled Castes and Scheduled Tribes with the object of registering Scheduled Caste and Scheduled Tribe employment-seekers so that they are suitably employed against the vacancies available for them. The Committee, however, find from the information furnished by the Directorate General of Employment and Training that the results achieved in this regard are dismal and are not in commensurate with the number of visits made by the Employment Officers. It is surprising that the Employment Officers could not register a single Scheduled Caste/Scheduled Tribe employment-seeker in the States of Punjab, Tamil Nadu during the year 1973 and in West Bengal, Bihar and Tripura during the year 1974 although a number of visits were paid by them for the purpose. The Committee are all the more distressed to note that such efforts are not being made by the Employment Officers in all the States although specific instructions exist in this regard for the Employment Officers in the National Employment Service Manual. The Committee would also like the Directorate General of Employment and Training to ensure that the

**Employment Officers in the remaining States/Union Territories also make such efforts to register Scheduled Caste and Scheduled Tribe job-seekers. The Committee suggest that wide prior publicity of such visits by the Employment Officers should be given with the help of local authorities and local Scheduled Caste and Scheduled Tribe organisations of the area so that more and more Scheduled Caste and Scheduled Tribe employment-seekers come forward for registration. The Employment Officers should also provide guidance to the Scheduled Caste and Scheduled Tribe people of the area relating to the career planning, job opportunities, trades/occupations where they are more in demand and training, coaching facilities available to make them suitable for those trades, occupations, etc.**

**8.32. The Directorate General of Employment and Training should also ask the State Directorates of Employment to submit their consolidated reports annually relating to the visits paid by the Employment Officers and also their contacts with the employers and the results achieved, which should be critically examined and analysed so that prompt and effective measures are taken to remove the deficiencies noticed.**

**8.33. The Committee have been informed that the Employment Exchanges do not consult the Directorate General of Employment and Training before issuing non-availability certificate in respect of Scheduled Caste and Scheduled Tribe candidates requisitioned by the employing agencies. The Employment Exchanges, however, explore all possibilities of sponsoring Scheduled Caste and Scheduled Tribe candidates (including taking circulation action and issuing advertisements) before issuing non-availability certificates. The Committee recommend that besides making efforts to find Scheduled Caste and Scheduled Tribe candidates to sponsor against the reserved vacancies as stated above, the Employment Exchanges should also refer the reserved vacancies, particularly in higher posts, to the Central Employment Exchanges to enable them to sponsor Scheduled Caste and Scheduled Tribe candidates against the reserved vacancies.**

**8.34. The Committee note that the Directorate General of Employment and Training have already issued instructions for setting up special Cells at the State Directorates of Employment to render effective assistance to Scheduled Castes and Scheduled Tribes with a view to promote their employability and necessary guidelines have already been provided by them to the State Directorates. The Committee would urge the Ministry of Labour (Directorate General of**

Employment and Training) to ensure that such Cells are set up in all the State Directorates as early as possible and they work with a sense of dedication and devotion to the assigned duty. The activities of these Cells should be high-lighted in the Annual Reports of the respective State Directorate of Employment.

### C. Registration and Placement

8.35. The Committee have been informed that the total number of Scheduled Castes and Scheduled Tribes (Skilled/Semi-skilled and general) on the Live Register of Employment Exchanges as on the 31st December, 1975 was as follows:—

	Scheduled Castes	Scheduled Tribes
Skilled/Semi-skilled	71159	12087
Others	940441	221173
<b>TOTAL</b>	<b>1011600</b>	<b>293260</b>

Information regarding number of Scheduled Caste and Scheduled Tribe job-seekers registered separately in each of the skilled and semi-skilled trades as on the 31st December, 1975, as furnished by the Directorate General of Employment and Training is given at Appendix XIII.

8.36. The Committee desired to know the number of educated Scheduled Caste and Scheduled Tribe job-seekers on the Live Register of Employment Exchanges as on the 31st December of 1973, 1974 and 1975 according to educational levels. The information furnished by the Directorate General of Employment and Training in this regard is tabulated below:—

Sl. No.	Educational level	Number on Live Register as on 31-12-73	
		Scheduled Castes	Scheduled Tribes
1	2	3	4
1	Below Matric (including illiterates)	5,40,133	2,03,704
2	Matriculates	1,65,125	30,043
3	Persons who passed Higher Secondary (including intermediates/Under-graduates)	69,077	10,725

1	2	3	4
4. Graduates (including post-graduates).		35,564	4,101
(i) Arts .		23,111	2,684
(ii) Science		4,963	491
(iii) Commerce .		4,700	462
(iv) Engineering .		302	19
(v) Medicine .		237	13
(vi) Veterinary . .			..
(vii) Agriculture .		445	60
(viii) Education .		905	288
(ix) Law .		101	25
(x) Others .		800	59
TOTAL		8,09,899	2,48,579

*As on 31-12-1974*

1. Below Matric (including illiterates) . . . . .		5,47,484	1,45,168
2. Matriculates		1,97,625	32,688
3. Persons who passed Higher Secondary (including Intermediates/ Under-graduates) . . . . .		74,319	13,787
4. Graduates (including Post-graduates) Total : . . . . .		38,001	5,267
(i) Arts . . . . .		24,455	3,421
(ii) Science . . . . .		5,129	560
(iii) Commerce . . . . .		5,466	734
(iv) Engineering . . . . .		250	28
(v) Medicine . . . . .		201	13
(vi) Veterinary . . . . .			..
(vii) Agriculture . . . . .		371	68
(viii) Law . . . . .		118	12
(ix) Education . . . . .		1,360	411
(x) Others . . . . .		641	20
TOTAL . . . . .		8,57,429	1,96,910

- Note :—**
- I. The information is collected at half-yearly intervals ending June and December each year.
  - II. Excludes figures for University Employment Information and Guidance Bureaux except for two in Delhi (Delhi and Jamia Millia Universities).
  - III. All the job-seekers on the live register are not necessarily unemployed.

1	2	3	4
<i>As on 31-12-1975</i>			
1. Below Matric (including illiterates)	.	6,38,449	1,68,901
2. Matriculates	.	2,30,690	41,688
3. Persons who passed Higher Secondary (including Intermediates/ Under-graduates)	.	94,214	16,121
4. Graduates (including Post-graduates)	.	48,247	6,550
(i) Arts	.	30,457	4,327
(ii) Science	.	6,865	664
(iii) Commerce	.	6,659	989
(iv) Engineering	.	260	27
(v) Medicine	.	208	29
(vi) Agriculture	.	518	57
(vii) Law	.	172	25
(viii) Education	.	2,101	404
(ix) Others	.	1,010	28
TOTAL		10,11,600	2,33,260

8.37. The Committee further wanted to know the number of Scheduled Caste/Tribe job-seekers who are on the Live Register of the Employment Exchanges for the last three years, two years and one year respectively without getting any job. The Directorate General of Employment and Training has stated in a written note that the information about the number of persons on the Live Register by period of registration is not being collected on regular

*Note :* 1. The information is collected at half-yearly intervals ending June and December each year.

2. Excludes figures for University Employment Information and Guidance Bureaux except for two in Delhi (Delhi and Jamia Millia Universities).

3. All the job-seekers on the Live Register are not necessarily unemployed.

basis. *Ad-hoc* information collected for the period ending 30th June, 1976 specifically for the purpose is, however, given below:—

Period of Registration	Number on Live Register as on 30-6-1976	
	Scheduled Castes	Scheduled Tribes
(Figures in thousands)		
1. Less than one year	483.5 (44.88)	117.5 (47.17)
2. One year or more but less than 2 years	272.8 (25.32)	61.2 (24.58)
3. 2 years or more but less than 3 years	163.5 (15.18)	32.5 (13.03)
4. 3 years and above	157.4 (14.61)	37.9 (15.22)
TOTAL	1077.2 (100.00)	249.1 (100.00)

Note :— 1. Figures given in brackets indicate percentages to total.

2. Figures given above are provisional.

3. All the job-seekers are not necessarily unemployed.

8.38. Information regarding placements effected by the Employment Exchanges in respect of Scheduled Caste and Scheduled Tribe applicants each year during the period 1973 to 1975 and the number of such applicants on the Live Register at the end of each year, as furnished by the Directorate General of Employment and Training, is tabulated below:—

Year	No. of placements effected during the year	No. on Live Register at the end of each year
(Figures in thousand)		
<b>A. Scheduled Castes :</b>		
1973	67.1	809.9
1974	53.3	857.4
1975(R)	59.7	1011.6
<b>B. Scheduled Tribes :</b>		
1973	17.1	248.6
1974	15.3	192.6
1975(R)	22.5	233.3

Note : All the job-seekers registered with the Employment Exchanges are not necessarily unemployed.

R.—Revised.

3. Excludes information in respect of University Employment Information and Guidance Bureaux except for two in Delhi.



8.39. Referring to the above Statement, the Committee enquired why the number of placements in respect of Scheduled Castes and Scheduled Tribes had been coming down from year to year. The Director-General of Employment and Training has stated during the course of evidence that "It is the general trend of the employment situation. Therefore, it is in line with that."

8.40. When asked about the efforts made by the Directorate General of Employment and Training to remove unemployment from among the Scheduled Castes and Scheduled Tribes, the Director of Employment Exchanges (N.S.) has stated that efforts made by them are reflected by the increased ratio of placements to registrations. In respect of the total applicants registered and placements made by the Employment Exchanges, the percentage was 8.4 while in respect of Scheduled Castes and Scheduled Tribes it had been 11.2 and 8.7 respectively in 1973 when the economy was slightly at a lower ebb. The percentage in respect of Scheduled Caste and Scheduled Tribe applicants registered to be placed by the Employment Exchanges is always more because they are submitted by the Employment Exchanges not only in respect of reserved vacancies but also against general vacancies.

8.41. The Directorate General of Employment and Training has further stated in a written note that the following specific steps have been taken to promote the employability of Scheduled Caste and Scheduled Tribe (Skilled/Semi-skilled) workers:

- (i) Seats have been reserved for admission into all Industrial and Central Training Institutes which are imparting craftsmen training.
- (ii) Under the Rules framed under the Apprentices Act, reservations for Scheduled Castes and Scheduled Tribes have been made.
- (iii) At the request of Bureau of Public Enterprises that custom-built courses may be introduced in Industrial Training Institutes for Scheduled Caste and Scheduled Tribe applicants so as to upgrade their skill levels and consequently facilitate their employment in Public Sector Undertakings, Directorate General of Employment and Training had issued instructions to State Governments to get in touch with the Public Sector Units in the area for deciding the type of courses to be introduced for the purpose. The replies so far received indicate that the State Training Directorates were ready to assist in the organi-

sation of custom built courses if and when any Public Sector Undertaking split out their requirements in this regard.

8.42. The Committee desired to know the number of vacancies notified to and filled by the Employment Exchanges in each State/ Union Territory in respect of Scheduled Caste/Scheduled Tribe applicants during the years 1973, 1974 and 1975. The information furnished by the Directorate General of Employment and Training is given at Appendix XIV.

8.43. The Committee further desired to know the figures about registrations and placements effected in respect of Scheduled Caste/ Scheduled Tribe applicants by the Employment Exchanges during the above period, the information furnished by the Directorate General of Employment and Training is tabulated below:—



8.44. It has been stated in the Report of the Commissioner for Scheduled Castes and Scheduled Tribes (1973-74) that in view of the fact that a large number of posts reserved for Scheduled Castes and Scheduled Tribes remain unfilled an informal meeting of the representatives of the various Ministries/Departments was held in September, 1973 in the Directorate General of Employment and Training, with the object of holding a workshop for the purpose. The question of placement of the Scheduled Castes and Scheduled Tribes was subsequently discussed in the Seminar on placement of weaker sections of the society held in February, 1974. The Committee desired to know the recommendations made by the Seminar and the action taken thereon by Government. The Directorate General of Employment and Training has stated in a note submitted to the Committee that the Seminar on promoting the placement of the members of the weaker sections including Scheduled Castes and Scheduled Tribes, held in February, 1974 under the Chairmanship of the Director General of Employment and Training, discussed the problem of placement of Scheduled Castes and Scheduled Tribes from all its aspects and made eight recommendations. The recommendations made and the action taken on them are given in Appendix XV.

8.45. The Committee note from the information furnished by the Directorate General of Employment and Training that there are a large number of educated Scheduled Caste and Scheduled Tribe job-seekers on the Live Register of Employment Exchanges. The experience of the Committee, on the other hand, has been that the employing agencies generally complain about the non-availability of Scheduled Caste and Scheduled Tribe candidates to fill the reserved vacancies. The Committee cannot help concluding that the Employment Exchanges do not make serious efforts to see that Scheduled Caste and Scheduled Tribe registrants are provided with suitable employment after they have been registered with the Employment Exchanges. The Committee would stress the Ministry of Labour (Directorate General of Employment and Training) to ensure that the educated Scheduled Caste and Scheduled Tribe registrants are provided with suitable jobs in view of their good demand in the employment market. In case any sort of deficiency is found in them adequate steps like training|coaching|tutorial facilities should be initiated by the Employment Exchanges to make them suitable for employment.

8.46. The Committee are unhappy to note that despite the fact that as alleged most of the Scheduled Castes and Scheduled Tribes:

do not get themselves registered, the number of Scheduled Caste and Scheduled Tribe job-seekers on the Live Register of the Employment Exchanges is increasing year after year. On the other hand, the placement of Scheduled Caste and Scheduled Tribe applicants has been 11.2 per cent and 8.67 per cent in 1973, 10.83 per cent and 11.02 per cent in 1974 and 9.45 per cent and 13.68 per cent in 1975 of the total number of registrations made during these years. The Committee feel that the situation is not going to improve unless effective measures are taken and concerted efforts made to implement those measures. The Committee suggest that the Directorate General of Employment and Training should review the situation in this regard at regular intervals, formulate schemes/programmes to promote the employability of Scheduled Castes and Scheduled Tribes and launch them on a war footing so that the placement of Scheduled Caste and Scheduled Tribe job-seekers is enhanced considerably.

8.47. In their Fifth Report (Fourth Lok Sabha) the Committee had recommended that the Directorate General of Employment and Training should maintain statistics in regard to the number of Scheduled Caste and Scheduled Tribe applicants on the Live Register of Employment Exchanges at the end of each year, classified by the period of duration on the Live Register, which was accepted by that Directorate vide their O.M. No. EEI 20/3/70, dated the 16th July, 1970. The Committee are surprised to note that the information about the number of persons on the Live Register by the period of registration on a regular basis is not being maintained by the Directorate General of Employment and Training. The Committee reiterate their earlier recommendation that statistics in regard to the number of Scheduled Caste and Scheduled Tribe applicants on the Live Register of Employment Exchanges at the end of each year classified by the period of duration on the Live Register should be maintained to facilitate the assessment of employment position of Scheduled Caste and Scheduled Tribe candidates.

8.48. The Committee are unhappy to find from the information about the registrants classified by the period of duration on the Live Register of Employment Exchanges for the period ending 30-6-1976 that about 185 thousand job seekers belonging to Scheduled Castes and Scheduled Tribes are on the Live Register of Employment Exchanges for three years and more. The Committee would like the Government to investigate the reasons for such a large number of Scheduled Caste and Scheduled Tribe candidates

not finding any job through the Employment Exchanges even after having been on the Live Register for more than three years and take necessary remedial measures in this regard.

8.49. The Committee note that at the Seminar on promoting the placement of weaker sections including Scheduled Castes and Scheduled Tribes held under the Chairmanship of Director General of Employment and Training in February 1974, it was recommended inter-alia that in order to enhance the employability of Scheduled Caste and Scheduled Tribe applicants who enter the labour market, more attention should be paid to their coaching while still in school. The Ministry of Education and Social Welfare to whom this recommendation was referred has stated in their action taken reply that ".....If the intention is that the weaker students belonging to Scheduled Castes and Scheduled Tribes should be helped to pass examinations through extra coaching, such arrangements already exist in many States." The Committee feel that the recommendation should not have been brushed aside so lightly by the Ministry of Education and Social Welfare as the students belonging to Scheduled Castes and Scheduled Tribes deserve special attention due to their poor economic conditions and social environments. The Committee would suggest that a survey should be conducted to find out whether adequate arrangements for extra coaching for weak Scheduled Caste and Scheduled Tribe students exist in all the States so that they could pass their school examination with good marks and compete well for jobs in the labour market after completing their studies.

8.50. The Committee note that at the request of the Bureau of Public Enterprises, the Directorate General of Employment and Training had issued instructions to the State Governments to get in touch with the Public Sector Undertakings in their area so as to decide the type of custom-built courses to be introduced in the Industrial Training Institutes in order to promote the employability of Scheduled Caste and Scheduled Tribe workers in the Public Sector Undertakings of the area. The Committee also note that the State Training Directorates are ready to assist in the organisation of such courses if and when any Public Sector Undertaking intimate their requirements in this regard. The Committee feel that the Bureau of Public Enterprises should persuade the Public Sector Undertakings to intimate their requirements expeditiously so that the Industrial Training Institutes could initiate action to introduce custom-built courses for the Scheduled Caste and Scheduled Tribe candidates to improve their skill level and make them suitable for employment in the Public Sector Undertakings.

8.51. The Committee note that the Director General of Employment and Training and the State Directors of Employment held a meeting (Appendix XI) with the representatives of All India Organisation of Employers in October, 1976 and it was resolved that the employers in the private sector should utilise the Employment Service in increasing measure so as to bridge the present gap of about 30 per cent which exists in the number of vacancies filled through the Employment Exchanges by the public and private sectors. The Committee also understand that the employers in private sector in Maharashtra had been persuaded to fill about 80 per cent of their vacancies (except in the Managerial cadre) through the Employment Exchanges and there had been no difficulty in meeting their requirements. The Committee feel that the employers in the private sector should be persuaded to increasingly use the Employment Service for filling all their vacancies through the Employment Exchanges in the States so that more employment opportunities are available to the local people and also to the Scheduled Castes and Scheduled Tribes of the area. The training facilities available with the employers/employers' organisation may also be utilised by the Employment Officers in training shortage category of applicants so that the persons trained by these organisations could be absorbed by them in due course.

#### D. Vocational Guidance and Coaching Facilities

8.52. The Committee have been informed that the National Employment Service render Vocational Guidance and Employment Counselling through Vocational Guidance Units set up at Employment Exchanges and University Employment Information and Guidance Bureaux. These services are rendered to youth (applicants without any work experience) and adults (applicants with specific work experience) respectively. The services refer to continuous assistance rendered to individuals in planning their vocational careers and in solving their employment and vocational problems.

8.53. The Scheme for providing vocational guidance and employment counselling has been in operation in Employment Exchanges since 1957. At present, Vocational Guidance and Employment Counselling Services are being rendered to employment seekers and students at 234 Employment Exchanges and 63 University Employment Information and Guidance Bureaux. At the Employment Exchanges and the University Employment Information and Guidance Bureaux, Vocational Guidance Services are rendered both on individual and group basis. Individual guidance programme consists of discussion of vocational plans and problems of guidance seekers at

length, taking into account their educational qualifications, intelligence, aptitudes, interests, etc., on the one hand, and job requirements, employment market conditions, trends on the other. It also consists of providing information on occupational and training facilities, scholarships, self-employment opportunities etc. on individual basis. The Group guidance programme consists of group discussions in which information pertaining to employment opportunities and training facilities etc. is rendered to homogenous groups of applicants. This programme is further supplemented by occasional talks by outside authorities such as Recruiting Officers, Personnel Officers of local organisations or industries.

8.54. Each Employment Exchange with a Vocational Guidance Unit and University Employment Information and Guidance Bureau maintains one Occupational Information Room, where information pertaining to educational and training facilities, job opportunities, employment trends, etc. is displayed in the form of posters, charts, prospectuses etc.

8.55. Another important part of Vocational Guidance Programme is career talks in schools and colleges. The Vocational Guidance Officers visit local schools and educational institutions and give career talks for occupational orientation of the students. Career talks are also given by the officers of the University Employment Information and Guidance Bureaux who visit the colleges and the departments and faculties of the Universities for this purpose.

8.56. The programme of Vocational Guidance and Employment Counselling is generally operated by the Directorate General of Employment and Training and the State Directorates of Employment. The Directorate General of Employment and Training is responsible for the general policies and procedures, training of staff, preparation of tools and materials for the service and for effective coordination with the Guidance Services under the educational authorities. The State Directorates of Employment administer the service through the Employment Exchanges and ensure effective liaison with the guidance service of the State Education Departments. For administration and coordination of the programme at the Employment Exchange level, State Vocational Guidance Units have been set up at the State directorates.

8.57. Vocational Guidance is a continuous process of assisting the individual, starting from school stage, and therefore, forms a part of guidance service of educational institutions. Therefore, close collaboration between Employment Service and educational authorities is essential for the success of Vocational Guidance Programme.



As such, the principal of coordination and collaboration in conducting guidance service has been accepted from the very beginning and effective machinery for this purpose has been set up at various levels.

8.58 Coordination committees exist at the three levels, the National, State and District. At the National level, there exists the Central Coordination Committee for Vocational Guidance and Employment Counselling. Coordination at the State level is achieved through the State Coordination Committee for Vocational Guidance and for the coordination at the district level, there exists District Coordination Committee for Vocational Guidance and Employment Counselling.

8.59. Asked whether any special arrangements have been made for the guidance of Scheduled Caste and Scheduled Tribe job-seekers, the Directorate General of Employment and Training has stated in a written note submitted to the Committee that special facilities for vocational guidance are available to the employment seekers including those belonging to Scheduled Castes and Scheduled Tribes at all Employment Exchanges and University Employment Information and Guidance Bureaux, where special vocational guidance units are functioning. Besides, Coaching-cum-Guidance Centres for Scheduled Caste and Scheduled Tribe applicants have been set up at four selected Employment Exchanges, viz., Delhi, Jabalpur, Kanpur and Madras to provide pre-employment orientation and confidence building training to such applicants for improving their employability. A scheme to provide adequate coaching to Scheduled Caste and Scheduled Tribe applicants with a view to preparing them for competitive examination and selection tests help by various agencies for filling up posts of Lower Division Clerks in Central Government etc. was conducted on a pilot basis in two phases, viz., 1973-74 and 1974-75 in the Union Territory of Delhi and Ghaziabad (Uttar Pradesh). The next phase of the scheme is likely to commence with effect from 1st August, 1976.

8.60. Asked about the decision taken by the Directorate General of Employment and Training on the suggestion made by the Commissioner for Scheduled Castes and Scheduled Tribes in his Twenty-second Report for the year 1973-74 that all States should have Coaching-cum-Guidance Centres so that more and more Scheduled Caste and Scheduled Tribe registrants could be benefited in the matter of their placement. The Directorate General of Employment and Training has stated in a written note that the scheme for Coaching-cum-Guidance Centres for Scheduled Castes and Scheduled

Tribes, though administered by the Directorate General and Employment and Training, is financed by the Ministry of Home Affairs who are responsible for the welfare of Scheduled Castes and Scheduled Tribes. As a result of efforts made by the Directorate General of Employment and Training, Ministry of Home Affairs have now agreed that six more such Centres one each at Calcutta, Surat, Jaipur, Hyderabad, Trivandrum and Ranchi may be set up shortly in order to cater to the needs of larger number of Scheduled Caste and Scheduled Tribe candidates to offer active assistance to them. These places have been selected because the incidence of Scheduled Castes and Scheduled Tribes population and employment opportunities available for them are higher.

8.61. Asked whether the Directorate General of Employment and Training proposed to set up a coaching-*cum*-guidance centre in the North-Eastern region, the Director General of Employment and Training has stated during the course of evidence as follows:

“This is a very valid point that in the North-Eastern region there is a need for opening a centre. We have noted this point and in our reconsideration, we shall try to accommodate those areas also.”

8.62. The question of opening of Coaching-*cum*-Guidance Centres in the States was discussed at the meeting of the Working Group on National Employment Service held in Nainital in October, 1976. The Working Group recommended that at least one Coaching-*cum*-Guidance Centre should be set up in all States with a view to providing confidence building training to the weaker section of the society. The State Directors were requested to forward their proposals with full facts and figures regarding Scheduled Caste and Scheduled Tribe applicants in their States to the Directorate General of Employment and Training for taking up the matter with the Ministry of Home Affairs.

8.63. The Committee wanted to know about the results of the pilot scheme for coaching-*cum*-guidance of Scheduled Castes and Scheduled Tribe applicants. The Directorate General of Employment and Training has stated in a written note that in the first phase about 1100 and in the second phase about 500 Scheduled Caste| Scheduled Tribe applicants were trained at Delhi and Ghaziabad. Six months after the completion of the Pilot Scheme (1973-74), a survey was conducted to assess the utility of the coaching programme to the participants. The survey revealed that within six months after obtaining training, roughly one-fourth of the trainees

who responded to the questionnaire had secured employment. Two-thirds of the rest had appeared for competitive examinations such as Clerical Grade's Examination and Selection Test, etc. and were awaiting the results of the tests at the time of reporting. Considering that hardly six months had lapsed after completion of the training, the performance of the trainees in the employment market during the period under reference was viewed as quite encouraging despite the handicap that there was no provision for coaching in typewriting; in the first phase of the scheme. The follow-up study in respect of trainees who received coaching in the second phase (1974-75) is in progress and the results are expected shortly.

8.64. It has been further stated that the third phase of the scheme which was put into operation with effect from 1-8-1976 is in progress. This is now being financed by the Ministry of Home Affairs. A brief note on the Pilot Coaching Scheme for Scheduled Castes and Scheduled Tribes is at Appendix XVI.

8.65. Asked whether there is any proposal to extend this scheme to other States/Union Territories where employment position of Scheduled Caste and Scheduled Tribe persons is not encouraging, the Directorate General of Employment and Training in a written notes has stated that the scheme is still in an experimental stage. In case the utility of the scheme is established after evaluating the results achieved in the three phases, the Ministry of Home Affairs would be approached to consider the feasibility of extending the scheme to more areas where there is a large concentration of Scheduled Castes and Scheduled Tribes as well as the educational institutions.

8.66. The Committee enquired whether any liaison and coordination is maintained by the Directorate General of Employment and Training with the All India Services Pre-examination Training Centres as also State level Service Pre-examination Training Centres. The Directorate General of Employment and Training has stated in a written note submitted to the Committee that no liaison is being maintained by the Directorate General of Employment and Training with these Centres. It has been added that Pre-examination Training Centres and the State level Services Pre-examination Training Centres are imparting training to prepare the Scheduled Caste and Scheduled Tribes candidates for I.A.S. and allied Services as well as State Civil Services, while under the Coaching scheme undertaken by the Directorate General of Employment and Training Scheduled Caste/Scheduled Tribe candidates registered with employment exchanges at Delhi and Ghaziabad are given intensive coaching for

preparing them for various competitive examinations/selection test held for the posts of Lower Division Clerk and other Grade III posts.

8.67. Asked whether any literature on vocational guidance has been published for Scheduled Caste/Tribe job-seekers, the Directorate General of Employment and Training has stated in a written note that a Career Study Centre at Central Institute for Research and Training in Employment Service (Directorate General of Employment and Training) has been functioning since 1970 which has been bringing out Career literature for guidance of job-seekers on a continuous basis. These publications are useful for purposes of vocational guidance and employment counselling to all categories of persons including Scheduled Castes/Scheduled Tribes. A special publication titled "Opportunities Open to Scheduled Castes and Scheduled Tribes after Matriculation" has been brought out by the Directorate General of Employment and Training. This is a compendium of various concessions and facilities extended for Scheduled Castes/Scheduled Tribes by the Union and State Governments. This publication provides the much needed information for Scheduled Castes and Scheduled Tribes youth who are seeking avenues in the educational and employment sphere.

8.68. The Committee note that the National Employment Service render vocational guidance and employment counselling through Vocational Guidance Units set up at 234 Employment Exchanges and 63 University Employment Information and Guidance Bureaux to all the guidance-seekers including those belonging to Scheduled Castes and Scheduled Tribes. The Committee would like to point out that the position of Scheduled Castes and Scheduled Tribes is peculiar so far as the opportunities of employment are concerned. In the case of Scheduled Castes and Scheduled Tribes, the vacancies specifically reserved for them are there, but candidates with the required qualification/skill are not available, whereas in the case of general applicants, large number of candidates fulfilling the requisite qualifications/skills are available with the Employment Exchanges to sponsor even for single vacancies. The Committee, therefore, recommend that separate arrangements should be made at the Employment Exchanges to attend to the enquiries from Scheduled Castes and Scheduled Tribes and to impart them guidance regarding employment avenues open to them, more especially in shortage occupations, and training and coaching facilities available to them and the special schemes/programmes launched by the Government to enhance their

employability. This will enable the Scheduled Caste and Scheduled Tribe guidance-seekers to choose the right type of occupation and find employment easily.

8.69. The Committee note that Coaching-cum-Guidance Centres are at present working at Delhi, Jabalpur, Kanpur and Madras since 1970 to provide pre-employment orientation and confidence building training to Scheduled Caste and Scheduled Tribe applicants for improving their employability and six more such Centres one each at Calcutta, Hyderabad, Jaipur, Ranchi, Surat and Trivandrum are going to be set up shortly. The Committee also note that the working Group of the National Employment Service at their meeting held in Nainital in October, 1976 have recommended that at least one Coaching-cum-Guidance Centre should be set up in all States with a view to providing confidence-building training to Scheduled Caste and Scheduled Tribe applicants. The Committee hope that the Director General of Employment and Training had already asked the State Employment Directors to forward their proposals with full facts and figures regarding Scheduled Caste and Scheduled Tribe applicants in their States for taking up the matter with the Ministry of Home Affairs. The Committee would like to be apprised of the decision taken in the matter.

8.70. The Committee are happy to note that the Directorate General of Employment and Training has launched a pilot scheme which envisages preparing Scheduled Castes and Scheduled Tribes for various competitive examinations/selection tests for recruitment to clerical vacancies in the Union Territory of Delhi and Ghaziabad (U.P.). The Committee consider it a step in the right direction to improve the representation of Scheduled Castes and Scheduled Tribes in Services. The Committee suggest that the scheme should be allowed to continue so that there is no shortage of suitable candidates from these communities to fill the posts in lower cadres. The Scheme should also be extended to more areas where there is concentration of Scheduled Castes and Scheduled Tribes.

8.71. The Committee note that the Career Study Centre at Central Institute for Research and Training in Employment Service (Directorate General of Employment and Training) has been bringing out career literature for guidance of job-seekers on a continuous basis. It has also brought out a special publication titled "Opportunities open to Scheduled Castes and Scheduled Tribes after Matriculation". This booklet provides basic information about educational

and training opportunities, scholarships and other financial assistance available as well as employment opportunities open to Scheduled Castes and Scheduled Tribes after Matriculation or equivalent qualification. The Committee suggest that with a view to give wider publicity to the various concessions and facilities being provided to Scheduled Castes and Scheduled Tribes by the Central and State Governments, more and more of such publications should be brought out in English and other regional languages and distributed among Scheduled Castes and Scheduled Tribes.

## CHAPTER IX

### APPRENTICESHIP TRAINING

9.1. Under the Apprentices Act, 1961, it is obligatory on all employers in the specified industries to engage apprentices as per the prescribed ratio in the designated trades. In the case of trade apprentices, the training consists of basic training, followed by on-the-job or shop floor training with related instructions throughout the period of training. The training of graduate engineers and diploma-holders has also been brought within the purview of the Apprentices Act. The apprenticeship scheme at present provides for training in 103 designated trades covering 216 notified industries. Reservations for Scheduled Castes and Scheduled Tribes have also been provided in the Rules framed under the Apprentices (Amendment) Act, 1973, on the basis of their population in each State as per statement at Appendix XVII.

9.2. A Central Apprenticeship Council under the Apprentices Act, 1961 has been set up to advise the Central Government in framing the rules regarding standards of education, physical fitness, working hours of apprentices and powers of Apprenticeship Advisers. Besides, it also advises Government regarding the trades to be designated, ratio of apprentices to workers and the syllabii for practical and theoretical training. The Council consists of a Chairman and Vice-Chairman and such number of other members as laid down in the rules framed under the Act. The Council is constituted for a period of three years and all the members approved accordingly hold the appointment for a period of three years. The Central Apprenticeship Council was constituted in February, 1975 and it would be reconstituted in 1978. In principle, it has been agreed to nominate one member each belonging to Scheduled Castes and Scheduled Tribes in the Council. This requires the amendment of the rules in consultation with the Central Apprenticeship Council and the proposal in this regard was proposed to be placed in the next meeting of the Central Apprenticeship Council.

9.3. There are at present four Regional Directors at Bombay, Calcutta, Madras and Kanpur. They visit the establishments along with their officers and review the position regarding apprentice-

ship training programme periodically. At the Central level, the meetings of the Regional Directors are held to review the position on all-India basis.

9.4. The Committee have been informed that the number of apprentices undergoing training in the various industries as on the 30th June, 1976 has been 1,36,484 against located seats of 1,41,084. The Committee desired to know the number of Scheduled Castes and Scheduled Tribes undergoing training in each trade separately and also the figures about Scheduled Castes and Scheduled Tribes who have secured regular jobs in their respective trades after completing the apprenticeship training. The Directorate General of Employment and Training has stated in a note submitted to the Committee that trade-wise information for Scheduled Castes and Scheduled Tribes separately for each trade is not available with them. The reservation for Scheduled Castes and Scheduled Tribes has been made statutory only from August, 1975 and the period of Apprenticeship training ranges from one to four years depending upon the trades and first batch of reserved category would complete their period of training in October, 1976, and the question of absorption of these categories would arise only thereafter.

9.5. Information in respect of number of seats reserved for Scheduled Castes and Scheduled Tribes and the number of Scheduled Castes and Scheduled Tribes actually engaged in each State/ Union Territory Administration as on 30th June, 1976 is shown in Appendix XVIII.

9.6. The Committee pointed out that in most of the States the number of Scheduled Caste and Scheduled Tribe apprentices engaged is much below the quota reserved for them and desired to know the reasons therefor. The Directorate General of Employment and Training has stated in a written note furnished to the Committee that the reservation for Scheduled Castes and Scheduled Tribes was made statutory only in May/August, 1975. In all, 69,236, apprentices were undergoing training in June, 1975 and only 67,248 apprentices were recruited thereafter upto 4-9-1976. Out of these, 12,734 Scheduled Caste and 3293 Scheduled Tribe apprentices were recruited giving a percentage of 18.8 and 4.7 respectively (considering the fresh recruits only). Similarly, as per the figures as on 12-11-1976, 80,963 additional apprentices have been recruited, out of which 15,042 and 3,753 belong to Scheduled Castes and Scheduled



Tribes respectively. The periodic review of the trade apprentices is as follows:

	30-6-1975	31-12-1975	30-6-1976	4-9-1976	12-11-1976
Total number of apprentices engaged	69236	117575	136484	142152	150197
Scheduled Castes	Nil	9418	12734	14024	15042
Percentage to total	—	(8.0%)	(9.3%)	(10%)	(10%)
Scheduled Tribes	—	2453	3293	3516	3753
Percentage to total	—	(2%)	(2.4%)	(2.5%)	(2.5%)

9.7. The Directorate General of Employment and Training has also stated that the main reasons for lesser number of Scheduled Castes and Scheduled Tribes engaged as apprentices to the quota of seats reserved for them are as follows:

- (i) Under the Apprentices Act, there are prescribed qualifications for every trade and sufficient number of Scheduled Castes and Scheduled Tribes possessing these qualifications are not forthcoming to be engaged as apprentices.
- (ii) Due to the economic reasons, the Scheduled Caste and Scheduled Tribe candidates are not willing to move from one area to another for engagement as apprentices.

9.8. When asked to state the steps taken to ensure that all seats reserved for Scheduled Castes and Scheduled Tribes in the various trades are filled, the Directorate General of Employment and Training has stated in a written note submitted to the Committee that the Regional Directors have been advised to conduct surveys on war-footing with the help of extra assistance from the staff of Central Training Institutes, Foremen Training Institute, Bangalore, Advanced Training Institute, Madras and Central Staff Training and Research Institute, Calcutta. They have also been asked to take follow-up action by launching a special drive to contact Ministries for allocation of additional seats and utilisation of available training facilities. They have been asked to conduct surveys to locate additional training facilities on emergency basis. In addition the matter was pursued by the Directorate General of Employment and Training at various levels. The matter was also discussed at the Labour Ministers' conference held in July, 1975 and the implementation of apprenticeship scheme was reviewed at the Chief Ministers' Conference held in March, 1976.

9.9. The Directorate General of Employment and Training has further added that as a result of the drive launched by the Regional Directors there is no shortfall so far as the engagement of apprentices belonging to Scheduled Castes and Scheduled Tribes is concerned.

9.10. The Committee desired to know the number of Engineering Graduates/Diploma Holder apprentices separately as on 30-6-1976 and the number of Scheduled Castes and Scheduled Tribes among them. The Directorate General of Employment and Training has stated in a written note furnished to the Committee that 5,745 Graduate Apprentices and 7,119 Diploma Holder apprentices were on training as on 30-6-1976 out of which Scheduled Castes and Scheduled Tribes were stated to be as under:—

*Graduate Apprentices :*

Scheduled Castes	114
Scheduled Tribes . . . . .	19

*Diploma Holder Apprentices :*

Scheduled Castes . . . . .	148
Scheduled Tribes . . . . .	25

9.11. As regards the stipend paid to apprentice trainees, it has been stated that the rates of stipend are common for all apprentices and are as under:—

*Trade Apprentices :*

During the first year of Training . . . . .	Rs. 130/- P.M.
During the second year of Training . . . . .	Rs. 140/- P.M.
During the third year of Training . . . . .	Rs. 150/- P.M.
During the fourth year of Training . . . . .	Rs. 200/- P.M.

*Graduate and Technician Apprentices :*

(i) Engineering Graduates . . . . .	Rs. 280/- P.M. (for post Institutional Training.)
(ii) Sandwich course student from Degree Institutions . . . . .	Rs. 180/- P.M.
(iii) Diploma Holders . . . . .	Rs. 180/- P.M. (for post Institutional Training)
(iv) Sandwich course student from Diploma Institutions . . . . .	Rs. 150/- P.M.

9.12. When asked to furnish State-wise figures about the apprentices in the hotel industry and the number of Scheduled Castes and

Scheduled Tribes among them, the Directorate General of Employment and Training has stated that State-wise figures of apprentices engaged in hotel industry are not available. However, the number of apprentices in hotel industry indicating the total seats located (including general candidates), total seats utilised and the number of apprentices engaged belonging to Scheduled Castes and Scheduled Tribes in respect of Apprenticeship Training under the Central Sector are as under:—

S. No.	Regional Directorate	Seats located	Total Seats utilised	Seats utilised in respect of Scheduled Castes and Scheduled Tribes	
				Scheduled Castes	Scheduled Tribes
1.	Western Region	64	64	8	3
2.	Eastern Region	1	6	5	1
3.	Northern Region	205	146	14	—
4.	Southern Region	46	45	8	1
Total		316	261	35	5

9.13. The Committee enquired whether after the completion of the apprenticeship, Government ensured the employment of trainees also. The Director General of Employment and Training has stated during the course of evidence that at present there is no obligation either way unless there is a special contract between the apprentices and the employer. They have after consulting the Ministry of Law, Justice and Company Affairs, approached the Cabinet for an amendment in the Apprenticeship Act, so that the question of employment of trained apprentices is also taken care of.

9.14. When asked whether there was any difficulty in appointing the apprentices due to pressure of the trade unions, the Director General of Employment and Training has stated as follows:—

“When this amendment was being considered, the representatives of the trade unions did point out that there were certain difficulties because there were some agreements with the trade unions and they had to be taken care of. If they had provided that in the new employment, kith and kins of the existing workers should be given preference, that has to be taken care of. These difficulties were pointed out and it is a fact that there are certain

agreements of 'Badli' etc, which create certain legal situations, where they have entered into agreements with the workers that they will get some benefit out of the new employment. This is true that sometimes the trade unions do enter into agreements which go against the employment of the apprentices."

9.15. The Committee note that there is at present no provision in the rules framed under the Apprentices Act, 1961 for the nomination of members belonging to Scheduled Castes and Scheduled Tribes in the Central Apprenticeship Council and the Central Government have, in principle, decided to nominate two members—one belonging to Scheduled Castes and the other belonging to Scheduled Tribes to the said Council. This requires the amendment of the rules in consultation with the Central Apprenticeship Council and the proposal will be placed in the next meeting of the Council. The Committee desire that early action should be taken to amend the rules so that the interests of Scheduled Caste and Scheduled Tribe apprentices could be properly watched.

9.16. The Committee are distressed to find that there was not a single trade apprentice belonging to Scheduled Castes and Scheduled Tribes among 69,236 apprentices undergoing training on the 30th June, 1975 i.e. prior to issue of orders regarding reservation of seats for Scheduled Castes and Scheduled Tribes under the Apprenticeship Training Scheme. It was only after the reservation for Scheduled Castes and Scheduled Tribes was made statutory in May/August, 1975, efforts were made by the Ministry of Labour to engage apprentices belonging to Scheduled Castes and Scheduled Tribes according to the ratio prescribed in the rules framed under the Apprentices Act, 1961. The Committee desire that the Ministry of Labour should continue their efforts so that more and more Scheduled Castes and Scheduled Tribes could be given apprenticeship training so as to make them available in adequate number to fill the vacancies reserved for them in various employment agencies.

9.17. The Committee are also distressed to note that the number of Scheduled Caste and Scheduled Tribe apprentices selected under the Apprenticeship scheme in hotel industry under the Central Sector is very low. When there is crying need for the trained personnel, seats should not have been allowed to lapse. The Committee hope that in future all the seats will be filled up and it should be ensured that the representation of Scheduled Castes and Scheduled Tribes is strictly according to the quotas reserved for them.

9.18. The Committee note that there is at present no obligation on the part of employers to provide jobs to the apprentices after their successful training. A proposal is, however, under consideration to amend the Apprentices Act, 1961 so that the question of employment of trained apprentices could be taken care of. The Committee feel that it will go a long way in providing employment to the unemployed Scheduled Caste and Scheduled Tribe trained apprentices if it is made obligatory on the employers to provide jobs to the trained apprentices. The Committee recommend that necessary legislation in this regard should be brought before Parliament expeditiously.

## CHAPTER X

### TRAINING INSTITUTES

10.1. The Vocational Training Programmes are intended to meet the needs of industry at the craftsmen and supervisors' levels. There are 356 approved Industrial Training Institutes in the country with a seating capacity of 1.53 lakhs, which impart training under the Craftmen Training Scheme. The training is being imparted to persons within the age group of 15—25 years in 31 engineering trades and 21 non-engineering trades which are given at Appendix XIX. The period of training for some of the engineering trades is two years while for the remaining engineering and non-engineering trades, it is one year.

10.2. The Directorate General of Employment and Training is responsible for laying down policies and procedures for the craftsmen training schemes in the country. The day-to-day administration of the schemes vest with the respective State Governments. The training programmes are periodically updated to keep in pace with the technological changes and developments taking place in the country. The training of crafts instructors and very highly skilled personnel rests with the Directorate General of Employment and Training, Ministry of Labour, Government of India.

A National Council for Training in Vocational Trades has been set up at the Centre which is a tripartite body with a total membership of 73. Its functions are broadly to lay down policies and procedures for implementing vocational training programme in the country on an all-India basis. The composition and functions of the Council are at Appendices XX and XXI. Asked whether there is any representative of Scheduled Castes and Scheduled Tribes on this Council, the Directorate General of Employment and Training has stated in a note submitted to the Committee that reservation for one each of Scheduled Castes and Scheduled Tribes has been provided for in the said Council.

10.3. The following Institutes have been stated to be under the direct administrative control of the Directorate General of Employment and Training:—

- (1) Central Training Institute for Instructors, Dasnagar, Howrah.

- (2) Central Training Institute for Instructors, Bombay.
- (3) Central Training Institute for Instructors, Kanpur.
- (4) Central Training Institute for Instructors, Madras.
- (5) Central Training Institute for Instructors, Hyderabad.
- (6) Central Training Institute for Instructors, Ludhiana.
- (7) Central Training Institute for Women, New Delhi.
- (8) Central Staff Training and Research Institute, Dasnagar, Howrah.
- (9) Foreman Training Institute, Bangalore.
- (10) Advanced Training Institute, Madras.
- (11) Advanced Training Institute for Electronics and Process Instrumentation, Hyderabad.

**Model Training Institutes on the Industrial Training Institutes pattern are attached to the first six Central Training Institutes.**

10.4. The first six Training Institutes and their attached Model Training Institutes are meant for training of Instructors and Craftsmen. In these Central Training Institutes, trainees sponsored by the State Governments and industrial establishments as also private candidates are admitted and in the case of Model Training Institutes, admissions are done as in the case of other Industrial Training Institutes in the country. Seats are reserved for Scheduled Castes and Scheduled Tribes on the percentage of the population of these categories in the respective States.

10.5. In the case of last four Advance Institutes (Sl. Nos. 8 to 11), the trainees are sponsored by the Central and State Governments, Public and Private Industrial establishments for upgrading and specialised training. As most of them are deputed candidates, the sponsoring authorities select the candidates and send them for training.

10.6. The Committee desired to know the total intake of students in these Industrial Training Institutes during the last three years and the number of Scheduled Caste and Scheduled Tribe candidates among them. The information as furnished by the Directorate General of Employment and Training is given at Appendix XXII.

10.7. The Directorate General of Employment and Training has also stated in a note submitted to the Committee that in the Central Training Institutes in respect of private candidates, the percentage of seats for Scheduled Caste and Scheduled Tribe candidates

is on population basis as applicable to the State where located. In addition, the Scheduled Caste and Scheduled Tribe trainees are eligible for age relaxation and are also allowed stipend/scholarships awarded by the Institutes or State Government concerned. As regards the stipend given to the trainees, the Directorate General of Employment and Training has stated that at the meeting of the National Council for Training in Vocational Trades held on the 22nd December, 1970, it was decided that the State/Union Territory Governments might be advised to enhance the rate of stipend from Rs. 25 to Rs. 40 per month, per trainee, keeping in view the rise in the cost of living index. This decision has not so far been implemented by all the State Governments due to paucity of funds. This matter was again considered in the Council at its meeting held on the 21st January, 1976 and the State Governments were requested to implement it before any further increase is thought of.

10.8. The Committee drew the attention of the representative of the Directorate General of Employment and Training to the above statement and desired to know the reasons for meagre representation of Scheduled Caste and Scheduled Tribe Instructors from the States in the Central Training Institutes for Instructors. The Director General of Employment and Training has stated during the course of evidence that the Instructors of Industrial Training Institutes are deputed by the State Governments for training. They have issued instructions that there should be adequate number of Scheduled Castes and Scheduled Tribes among them. There is, however, reluctance on the part of Instructors to absent themselves from their homes for a year or so.

10.9. Asked whether the Instructors got any monetary benefits after training, the Director General of Employment and Training has stated as follows:

"I do not think that the Instructors who are already working get any monetary benefit. The only thing I could do was to increase their allowance during the training period. Previously, it was very meagre and we could get it increased."

10.10. Asked whether any evaluation had ever been made of the working of Training Institutes, the Directorate General of Employment and Training has stated in a written note submitted to the Committee that the Central Training Institutes and attached Model Training Institutes are evaluated on an average twice a year



by senior officers of the Directorate General of Employment and Training. On receipt of these inspection reports, the Heads of Institutes take suitable measures to effect improvement. In the case of four higher Institutes, the members of the Committee of Direction, set up for each Institute review once a year the working of the Institutes on the feed back information received from the industry/passed out trainees and suggest improvement as necessary keeping in view the technological and other development taking place in the country

10.11. The Committee pointed out that in the Industrial Training Institute, Delhi, 48 candidates were to be admitted for training in Hindi Stenography but actually 56 candidates had been admitted. The Committee desired to know the reasons why the quota of reserved seats was not enhanced correspondingly and only seven Scheduled Caste and Scheduled Tribe candidate were admitted. The Director of Training has stated during the course of evidence that the Delhi Administration is responsible for selection and they have no control over them. They will call for the information but the Delhi Administration do not like their interference since the day-to-day administration is with them.

10.12. The Committee desired to know the number of girls admitted in the Central Training Institute, Curzon Road, New Delhi in 1976 and the number of Scheduled Caste and Scheduled Tribe girls among them. The Director of Training has stated that about 145 girls, were under training in the Central Training Institute, Curzon Road, New Delhi, out of which about 12 or 13 girls belonged to Scheduled Castes and Scheduled Tribes. When asked about the reasons for not filling all the reserved seats, the Director of Training has stated that most of the Scheduled Caste and Scheduled Tribe girls did not have the practical experience which was asked for.

10.13. In reply to a question, the Director of Training has stated that the qualification required for admission in the Central Training Institute is the practical experience after passing the Industrial Training Institute course. He has, however, added that they have relaxed certain qualifications in the case of Scheduled Caste and Scheduled Tribe girls and have also relaxed the condition of experience in their case.

10.14. The Committee note that it has been provided for the nomination of two members—one belonging to Scheduled Caste and the other belonging to Scheduled Tribes to the National Council for Training in Vocational Trades. The Committee desire that a member each from Scheduled Caste and Scheduled Tribe should always be included in the Council so that the interests of Scheduled Caste and Scheduled Tribe trainees could be properly watched.

10.15. The Committee have been informed that seats are reserved for Scheduled Castes and Scheduled Tribes in the Training Institutes according to their ratio in the population of the State where the Institute is located. The Committee find from the information furnished by the Directorate General of Employment and Training that the number of Scheduled Castes and Scheduled Tribes admitted during the year 1973-74 to 1975-76 in all the Training Institutes is much below the quota prescribed for them. The Committee cannot, therefore, help concluding that serious efforts have not been made to ensure that all the reserved seats are filled by the Scheduled Caste and Scheduled Tribe candidates. The Committee would like the Directorate General of Employment and Training to see that all the seats reserved for Scheduled Caste and Scheduled Tribe candidates are filled by them so that there is no shortage of trained Scheduled Caste and Scheduled Tribes candidates to fill the posts of Instructors, etc.

10.16. The Committee are also unhappy to note that the number of drop outs of Scheduled Caste and Scheduled Tribe applicants admitted for training is very large. The Committee would like the Government to go into the causes for these heavy drop outs and take suitable remedial measures in this regard.

10.17. The Committee are surprised to learn that the decision taken by the Ministry of Labour (Directorate General of Employment and Training) in 1970 to enhance the rate of stipend from Rs. 25/- to Rs. 40/- per month per trainee has not been implemented by all the State Governments. The Committee fail to understand how the State Governments expect the Scheduled Caste and Scheduled Tribe trainees to continue their training which varies from one to three years with such a meagre stipend when the cost of living has gone so high during these years. The Committee, therefore, desire that the Ministry of Labour should persuade all the State Governments/Union Territories' Administrations to enhance the rate of stipend of the trainees in comensurate with the prevailing cost of living.

10.18. The Committee feel unhappy about the poor intake of Scheduled Caste and Scheduled Tribe trainees in the Central Training Institute, Curzon Road, New Delhi. They would strongly urge that the Ministry of Labour (Directorate General of Employment and Training) should investigate the reasons for the low percentage of admission of Scheduled Caste and Scheduled Tribe trainees in the Institute and take remedial measures in consultation with the Delhi Administration.

## CHAPTER XI

### PROGRAMMES FOR EMPLOYMENT OF SCHEDULED CASTES AND SCHEDULED TRIBES

11.1. The Planning Commission launched the 'Half-a-Million Jobs' programme for educated unemployed which was expected to provide jobs to qualified engineers and technologists during the year 1973-74. A special cell was set up in the Planning Commission which urged the State Governments to make all-out efforts to provide jobs to at least 20 per cent of the educated unemployed engineers and technologists. One of the guidelines issued in this regard also provided for special attention to be given to the graduates from Scheduled Castes and Scheduled Tribes and minorities.

11.2. It has been stated in the Report of the Commissioner for Scheduled Castes and Scheduled Tribes (1973-74) that the Planning Commission was asked to provide reservations for Scheduled Castes and Scheduled Tribes for the purpose of recruitment under the 'Half-a-Million Jobs' programme but the Planning Commission argued that it was not possible to prescribe specific percentages for Scheduled Castes and Scheduled Tribes as that would unnecessarily curb the options with the State Governments and restrict their flexibility in providing increasing employment opportunities. The Planning Commission has also stated in a written note submitted to the Committee that the choice of schemes to be implemented in any State or Union Territory was to be made by the local administrations within the guidelines prescribed. The guidelines emphasised that schemes might be taken up for the educated unemployed, particularly engineers and highly qualified technicians. At the same time, special attention was also to be given to schemes for employment of graduates from Scheduled Castes and Scheduled Tribes, as well as some other disadvantaged social groups. As regards self-employment opportunities, in addition to some schemes which were proposed by the States specifically for members of Scheduled Castes and Scheduled Tribes or hereditary artisans etc., the members of these communities benefited from the general schemes implemented by various agencies. Fixing of a quota would have been difficult to enforce, since lack of entrepreneurial ability, availability of bankable projects, etc. would have determined the extent of participation by members of Scheduled Castes and Scheduled Tribes in self-employment

schemes. The emphasis in the Half-a-Million Jobs programme was on speedy generation of employment opportunities, by all possible means, in different sections of the community. While drawing up schemes, the need to provide a prominent place to Scheduled Caste and Scheduled Tribe candidates was duly emphasised and was also fully recognised by the State Governments. The representative of the Planning Commission has added during the course of his evidence before the Committee that funds were available for as many schemes as were capable of being implemented. In several States, the available ceiling on outlay was not exceeded since the States could not find sufficient number of schemes for implementation.

11.3. A statement showing the amounts sanctioned, Central assistance released, amounts actually utilised, and the number of persons belonging to Scheduled Castes and Scheduled Tribes benefited under the Half-a-Million Jobs programme in the different States, as furnished by the Planning Commission is at Appendix XXIII.

11.4. Asked about the number of Scheduled Caste and Scheduled Tribe engineers and doctors who had taken advantage of the Scheme, the representative of the Planning Commission has stated that separate figures for engineers and doctors are not available with them. He has, however, added that according to the information received from all the States excepting Assam and Jammu and Kashmir the total employment generated under the Half-a-Million Jobs programme and the Employment Promotion Programme was 3,17,000 out of which 37,252 were Scheduled Castes and Scheduled Tribes. This comes to about 12 per cent.

11.5. Asked as to whether the Planning Commission would take care of practical difficulties being faced by the beneficiaries of different schemes while framing their policies the representative of the Planning Commission has stated that they are aware of the various criticisms made about the Scheme and when the report of the Evaluation Committee would be available, suitable scheme would be drawn up which will overcome the defects noticed in the earlier scheme.

11.6. Employment Promotion Programme was launched by the Planning Commission during the year 1974-75. The main objective of this programme was to provide in-plant training or such other practical training to educated unemployed persons as would enable them to stand on their own feet, by taking up self-generating employment schemes. Engineers and highly qualified technicians were to be given first priority. It was specifically stressed in the guidelines that it would be necessary to give special attention for

providing facilities for training of candidates from Scheduled Castes and Scheduled Tribes. Candidates from these communities were to be provided short-term training courses for employment in the private sector as well as for specific government jobs in which reserved quotas which were not being filled for lack of candidates with requisite minimum level of ability. These concessions were extended only to a limited number of other socially handicapped groups and were not available for the general population.

11.7 It has also been stated that training for all candidates of Scheduled Castes and Scheduled Tribes for enabling them to qualify for posts in the reserved quotas was financially supported under the Employment Promotion Programme. The exact number of posts to be filled in this manner and the number of trainees to be taken up, were to be determined by the State Governments and Union Territory Administrations, depending on schemes drawn up by them in the light of local conditions. There was adequate provision of funds and, as such, maximum possible incentives were provided for these administrations. Specific reservations were neither necessary nor provided for since no specific posts were created under the programme. Experience has shown that schemes for candidates from Scheduled Castes and Scheduled Tribes had been taken up in substantial numbers by most of the States. The total employment generated for members of Scheduled Castes and Scheduled Tribes under the Employment Promotion Programme was 5,194 as per reports received upto June, 1976 from the States/Union Territories.

11.8. In the twenty-second Report of the Commissioner for Scheduled Castes and Scheduled Tribes (1973-74), it has been stated that the Government of Maharashtra have introduced a scheme through their Directorate of Employment under which Scheduled Caste and Scheduled Tribe candidates sponsored by the Employment Exchanges are imparted six months' training in Public Sector Undertakings, and during that period they are paid stipends ranging from Rs 100 to Rs. 250 per month. These candidates are absorbed in employment after the completion of their training period. The Committee wanted to know whether similar schemes have been introduced by other State Governments through their Employment Exchanges. The Planning Commission has stated in a note submitted to the Committee that schemes under the Half-a-Million Jobs Programme and the Employment Promotion Programme for training of Scheduled Caste and Scheduled Tribe candidates were taken up by different States, through different implementing agen-

cies, depending on the nature of the schemes and the local situation. However, details about the scheme comparable to the one in Maharashtra implemented through employment exchanges in respect of other States were not available in the Planning Commission.

11.9. The Committee pointed out during the course of evidence that under the Employment Guarantee Scheme in Maharashtra, the State Government helped the Scheduled Caste and Scheduled Tribe people and supplementary efforts were being made to provide them with employment and desired to know the extent to which the Planning Commission was able to accept the Employment Guarantee Scheme. The representative of the Planning Commission has stated that if the States ask for funds from the Planning Commission that could be examined. He has added that West Bengal has Rural Production Programme Scheme. In Karnataka, they have Land Army Corporation and they are trying to build up suitable schemes to provide jobs to unemployed in areas where unemployment or under-employment is bad. Kerala has the scheme of Labour-cum-Development Bank. Under this scheme, employees will get two-third of wages and one-third will be kept in the bank. These are the types of schemes which are being tried. Planning Commission gives general support to such schemes if they are viable and if they can provide productive employment.

11.10. When asked how the Planning Commission proposed to help the unemployed Scheduled Castes and Scheduled Tribes to enable them to stand on their own legs, the representative of the Planning Commission has stated during the course of evidence as follows:

“That was the point really when the Planning Commission suggested emphasis on self-employment and this is to be done in respect of the weaker sections of society with emphasis on the Scheduled Castes and Scheduled Tribes. They should get due attention. They should get due training.”

11.11. The Committee enquired whether the Planning Commission got information from different States about the training of unemployed persons in Public Sector Undertakings and subsequently absorbed by the Undertakings. The representative of the Planning Commission has stated that they do receive such information from the States. Six States have supplied information in respect of the persons trained under the Employment Production Programme. Out of 58 persons trained, 28 were absorbed in Andhra Pradesh. In Karnataka out of 166 persons trained, 143 were absorbed.

Madhya Pradesh had trained 96 persons whereas no person was absorbed. Maharashtra had trained 1063 Scheduled Castes and Scheduled Tribe persons but only 76 had been absorbed. Likewise in Punjab, they trained 55 persons but they have not informed as to how many have been absorbed.

11.12. The Committee wanted to know whether any special scheme for the Scheduled Castes and Scheduled Tribes was launched under the 20-Point Economic Programme. The representative of the Planning Commission has stated during the course of evidence that under the Special Employment Programme which was taken up during the Fourth Plan and also for the first two years of the Fifth Plan, there were certain schemes which were specifically suggested for the Scheduled Castes and Scheduled Tribes but at present there is no scheme for generating special employment. So far as the benefits of the 20-Point Economic Programme to the weaker sections of the society are concerned he has added that the policy of the Government has all along been to give special attention in the matter of providing as larger employment opportunities as possible to the Scheduled Castes and Scheduled Tribes. They are being encouraged to participate equally in the economic programme so that they will be absorbed in the main stream of national life. Special efforts are being made to train the Scheduled Caste and Scheduled Tribe boys and girls in different trades and classes and coaching schemes for the purpose are already in operation.

11.13. The Committee desired to know whether there was any special cell in the Planning Commission to oversee the implementation of schemes/programmes launched by them for the betterment of Scheduled Castes and Scheduled Tribes. The Planning Commission has stated in a note submitted to the Committee that the Planning Commission does not normally implement schemes. However, in the case of Half-a-Million Jobs Programme, which was taken up for implementation by the Planning Commission, a special Employment Cell was set up. One of the functions of this Cell was to stress upon the States/Union Territories to look after the interests of Scheduled Castes and Scheduled Tribes while implementing various schemes under the Half-a-Million Jobs Programme. So far as the implementation of general schemes for Scheduled Castes and Scheduled Tribes is concerned, no special Cell exists in the Planning Commission. This is looked after by the Ministry of Home Affairs which has two wings to look after Scheduled Castes and Tribal Development. Besides, a special Unit has also been set up in that Ministry to monitor the implementation of various programmes for Scheduled Castes and Scheduled Tribes.

11.14. The Committee note that the Planning Commission launched the "Half-a-Million Jobs" programme during the year 1973-74 to all qualified engineers and technologists and during 1974-75, another programme entitled "Employment Promotion Programme" was launched by the Planning Commission. The guidelines issued by the Planning Commission for these programmes emphasised the need for special attention to Scheduled Castes, Scheduled Tribes, Backward Classes and Minorities without mentioning any specific percentage of reservation for these communities. The Commissioner for Scheduled Castes and Scheduled Tribes proposed to the Planning Commission to provide reservations for Scheduled Castes and Scheduled Tribes for the purpose of recruitment under these programmes but the Planning Commission argued that it was not possible to prescribe specific reservations for Scheduled Castes and Scheduled Tribes as that would unnecessarily curb the options with the State Governments and restrict their flexibility in providing increasing employment opportunities. The employment generated in the country excepting in the States of Assam and Jammu and Kashmir under these programmes is 3,17,000 out of which 37,252 are Scheduled Caste and Scheduled Tribes and the percentage of Scheduled Castes and Scheduled Tribe beneficiaries comes to about 12 per cent. The Committee feel that in the absence of specific provision for reservations for Scheduled Castes and Scheduled Tribes under the programmes launched by the Planning Commission, their interests are not likely to be safeguarded by those responsible for the execution of these programmes and, therefore, desire, that it should be provided in the guidelines that every effort should be made to recruit sufficient number of Scheduled Castes and Scheduled Tribes candidates so as to reach at least the quotas prescribed for them in the respective States and Union Territories in the new schemes to be launched by the Planning Commission.

11.15. The Committee are distressed to note no Cell has been set up in the Planning Commission to watch the implementation of various schemes/programmes launched by them for the upliftment of Scheduled Castes and Scheduled Tribes. The Committee feel that the Planning Commission should lay more stress on creating adequate job opportunities for Scheduled Castes and Scheduled Tribes so that they could absorb themselves in the main stream of national life expeditiously and therefore, suggest that a cell should be set up in the Planning Commission to look after the interests of Scheduled Castes and Scheduled Tribes and to monitor the implementation of various schemes/programmes launched by them for the betterment of Scheduled Castes and Scheduled Tribes.



11.16. The Committee have been informed during the course of evidence that the Planning Commission have undertaken the evaluation of various employment promotion schemes/programmes launched by them in the recent past. The Committee would like the Planning Commission to complete the evaluation of these schemes/programmes expeditiously so that the lessons thrown up as a result of such evaluation may be used for devising suitable schemes which could make a real impact on generating employment opportunities.

NEW DELHI;

SURAJ BHAN,  
Chairman.

November 1, 1977

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Committee on the Welfare of

Kartika 16, 1899 (S)

Scheduled Castes and Scheduled Tribes.

## APPENDIX I

(Vide para 2.1 of Report)

*Statement showing the dates from which reservation orders came in to force in various Subordinate offices/training Institutes of the Directorate General of Employment and Training*

<i>Name of the Subordinate Office/Training Institute</i>	<i>Date from which reservation orders came into force.</i>
<b>I. Training Institutes :</b>	
1. Central Training Institute for Instructors, Calcutta.	1966
2. Central Training Institute for Instructors, Bombay	20-3-1963
3. Central Training Institute for Instructors, Kanpur.	1961
4. Central Training Institute for Instructors, Madras.	November, 1962
5. Central Training Institute for Instructors, Ludhiana.	February, 1963
6. Central Training Institute for Instructors, New Delhi	1-7-1961
7. Advanced Training Institute, Madras.	1-4-1969
8. Foremen Training Institute, Bangalore.	16-8-1970
9. Advanced Training Institute for Electronics and Process Instrumentation, Hyderabad.	5-6-1974
10. Central Staff Training and Research Institute, Calcutta.	1968
<b>II. Offices of the Regional Directorate of Apprenticeship Training :</b>	
1. Kanpur . . . . .	1968
2. Calcutta . . . . .	1968
3. Bombay . . . . .	1968
4. Madras . . . . .	1968
<b>III. Vocational Rehabilitation Centres :</b>	
1. Hyderabad . . . . .	1-1-1968
2. Bombay . . . . .	1-1-1968
3. Jabalpur . . . . .	14-7-1971
4. New Delhi . . . . .	14-7-1971
5. Kanpur . . . . .	25-9-1972
6. Ludhiana . . . . .	25-9-1972
7. Madras . . . . .	31-10-1975
8. Calcutta . . . . .	31-10-1975

- IV. *Liaison Office for Ex-Servicemen, Lucknow:* . . . . . 1-7-1973
- V. *Employment Liaison Office, Mana Camp, Raipur for East Pakistan migrants, etc.* . . . . . June, 1964
- VI. *Central Institute for Research and Training in Employment Service, Pusa, New Delhi* . . . . . 22-10-1964
- VII. *Central Employment Exchange (Labour), Gorakhpur :* . . . . . 1-4-1976
- VIII. *Coaching-cum-Guidance Centres for Scheduled Castes/Scheduled Tribes:*
1. Kanpur . . . . . 5-2-1970
  2. Delhi . . . . . 5-2-1970
  3. Madras . . . . . 5-2-1970
  4. Jabalpur . . . . . 5-2-1970
- IX. *Special Cell at Farakka at Calcutta for deployment of surplus employees of Farakka Barrage.* . . . . . April, 1970

## APPENDIX II

(Vide para 2.4 of Report)

*Copies of the Annual Statements for the year 1975 as furnished by the DGE&T to Department of personnel  
Statement showing the total number of Government servants and the number of Scheduled Castes and Scheduled Tribes amongst them for  
1975 (as on 1-1-1976)*

(Appendix-8)

Class	Permanent/ Temporary	Total No. of employees	S.C.	Percentage of total employees	S.T.	Percentage of total employees	Remarks
Class I	Permanent Temporary	55	9	16.36%	..	..	
		65	10	15.40%	1	1.5%	
Class II	Permanent Temporary	62	5	8.06%	..	..	
		118	7	11.10%	..	..	
Class III	Permanent Temporary	290	26	8.97%	1	0.34%	
		428	61	14.25%	9	2.10%	
Class IV (Except Sweepers)	Permanent Temporary	192	46	23.96%	7	3.65%	
		170	52	30.59%	10	5.88%	
Class IV (Sweepers)	Permanent Temporary	21	19	90.95%	..	..	
		98	35	92.11%	1	2.63%	

Statement showing the number of Reserved vacancies filled by number of Scheduled Caste and Scheduled Tribe by direct recruitment in the DGE&T for the year 1975 (as on 1-1-1976) (Appendix-9A)

Class of posts	Scheduled Castes										Scheduled Tribes				
	Total No. of vacancies		No. of vacancies reserved		No. of S.C. candi- dates ap- pointed	No. of S.T. candi- dates ap- pointed against vacan- cities for reserved years	No. of reser- vations lapsed after carrying forward	No. of vacancies reserved	No. of out of Col.	No. of out of Col.	No. of S.T. candi- dates ap- pointed	No. of S.C. candi- dates ap- pointed against reser- ved vacancies for S.Ts. in the 3rd year of carry forward	No. of reser- vations lapsed after carry forward	No. of reser- vations lapsed after carry forward (for 3 years)	Re- marks
	Noti- filed	Filled	Out of Col.	Out of Col.											
1	2	3	4	5	6	7	8	9	10	11	12	13	14		
Class I		14	3	1	1	..	..	2	1	1	..	..	..	..*	..*
Class II		9	1	1	1	..	..	1	..	..	..	..	..	..*	..*
Class III		27	8	5	8	..	..	7	4	2	..	..	..	..**	..**
Class IV		8	1	1	1	..	..	1	1	..	..	..	..	..***	..***
Class IV (Sweepers)		1	1	..	..	..	..	..	..	..	..	..	..	..	..

\* Remaining posts not yet filled.

\*\* One vacancy reserved for ST was carried forward to the next recruitment year and the same has now been filled up.

Against the 2 vacancies reserved for SC, appointment was made on ad hoc basis by the candidates from general category.

Both the posts have been filled up with candidates from reserved category.

\*\*\* One vacancy has been filled on ad hoc basis by an un-reserved candidate. However necessary action to fill up the post by a ST candidate has been taken and the matter is being pursued.

During the year, 1976

During the year, 1976

During the year, 1976

During the year, 1976

Statistics showing the number of reserved vacancies filled up by number of Scheduled Castes and Scheduled Tribes by direct Recruitment in the DGS&D. during the year 1975 (as on 1-7-1976)

(Appendix—9B)

Class of posts	Scheduled Castes				Scheduled Tribes												
	Total No. of vacancies		No. of vacancies reserved		No. of S.C. candidates ap- pointed		No. of S.T. candidates ap- pointed		No. of vacancies reserved		No. of S.T. candidates ap- pointed		No. of S.C. candidates ap- pointed		No. of reservations lapsed after carry forward		
	Noti- fied.	Filled	Out of Col. 2	Out of Col. 3	of Col. 2	of Col. 3	against vacan- cies reserved for S.Cs. in the 3rd year of carry forward	against vacan- cies reserved for S.Cs. in the 3rd year of carry forward	of Col. 2	of Col. 3	against vacan- cies reserved for S.Cs. in the 3rd year of carry forward	against vacan- cies reserved for S.Cs. in the 3rd year of carry forward	of Col. 2	of Col. 3	of Col. 2	of Col. 3	
1																	
Class I	1	1	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Class II	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Class III	9	9	3	3	2	2	..	..	..	..	..	..	..	..	..	..	..
Class IV	2	1	1	1	1	1	..	..	..	..	..	..	..	..	..	..	..

### APPENDIX III

(Vide para 3·6 of Report)

#### *Constitution of Departmental Promotion Committee at the Headquarters of the DGE&T*

##### I. (a) *Class I Posts (posts above Deputy Directors' level)*

1. Member of Union Public Service Commission . . . Chairman
2. Secretary, Department of Labour and Employment . . . Member
3. Director General of Employment and Training. . . . Member
4. Director concerned . . . . . Member Secretary

##### (b) *Class I Posts (Posts of Deputy Directors and below):—*

1. Member of Union Public Service Commission . . . Chairman
2. Director General of Employment and Training . . . Member
3. Director concerned . . . . . Member
4. Deputy Secretary (Admn.) . . . . . Member Secretary

##### II. *Class II Posts :*

1. Director General of Employment and Training . . . Chairman
2. Director concerned . . . . . Member
3. Deputy Secretary (Admn.) . . . . . Member
4. Under Secretary (D.G.E. & T.) . . . . . Member Secretary

##### III. *Class III and Class IV :*

Departmental Promotion Committee/Recruitment Board consists of :—

1. Director of Training.
2. Director of Employment Exchanges.
3. Deputy Secretary.

Composition of the Departmental Promotion Committee/Recruitment Board etc. in the Training Institutes/other subordinate offices of the Directorate General of Employment and Training.

##### I. *Training Institutes and Regional Directorates of Apprenticeship Training :*

1. Chairman . . . . . Head of the Unit.
2. Member . . . . . Heads of constituent offices in the Unit.
3. Member . . . . . Deputy Secretary, Directorate General of Employment and Training, New Delhi.

4. Member . An Officer belonging to the Scheduled Caste or Scheduled Tribe Community.
5. Member . An Officer belonging to other Ministry or Department. If he is an officer belonging to Scheduled or Scheduled Tribe, there is no member *vide* S. No. 4.

*Note:* A Unit comprises offices/Institutes under the Directorate of Training located in a particular city, e.g. the Calcutta Unit comprises of three offices *viz.* Central Staff Training and Research Institute, Calcutta, Regional Director of Apprenticeship Training, Calcutta, Central Training Institute for Instructors, Calcutta. (The senior most of the officer is the Chairman of the Departmental Promotion Committee while other Heads of Offices are Members).

The composition of the Departmental Promotion Committee for Class IV posts in the different Units under the Directorate of Training generally is :—

1. Chairman . Head of the Unit.
2. Member . . Head of constituent offices in the Unit.
3. Member . . An officer belonging to the Scheduled Caste or Scheduled Tribe Community.
4. Member . . An officer belonging to other Ministry or Department.

The Composition of the Selection Committee for appointment to Class III and IV posts by direct recruitment method under the Directorate of Training :—

1. Chairman . . Head of the Unit.
2. Member . . Heads of constituent offices in the Unit.
3. Member . . An officer belonging to Scheduled Caste and Scheduled Tribe Community.
4. Member . . An Officer belonging to other Ministry/Department.

## II. Vocational Rehabilitation Centres :

1. Chairman . . Director of Employment Exchanges or his nominee.
2. Member . . Superintendent, Vocational Rehabilitation Centre.
3. Member . . Principal, Central Training Institute/Industrial Training Institute where Central Training Institute does not exist.

In case there is no Scheduled Caste/Scheduled Tribe Member from amongst the members indicated above, one additional member belonging to Scheduled Caste/Scheduled Tribe is included.

## III. Central Institute for Research and Training in Employment Service, Pusa, New Delhi.

*D.P.C. for Class III Posts :*

1. Director, Central Institute for Research and Training in Employment Service.
2. Deputy Director, Central Institute for Research and Training in Employment Service.
3. Deputy Secretary, Directorate General of Employment and Training.



*D.P.C. for Class IV Posts :*

1. Deputy Director, C.I.R.T.E.S.
2. Senior Research Officer, C.I.R.T.E.S.
3. Administrative Officer, C.I.R.T.E.S.

One officer of the grade of Senior Research Officer Class I belonging to Scheduled Caste/Scheduled Tribe is associated for filling reserved vacancies of Scheduled Caste/Scheduled Tribe.

*IV. Central Employment Exchange (Labour), Gorakhpur.**A. For Promotion — D.P.C.**Class III*

1. Under Secretary.
2. Director of Employment Exchanges.
3. Assistant Director of Employment Exchanges (Labour).

*Class IV*

1. Assistant Director of Employment Exchanges (Labour).
2. Section Officer, D.G.E.&T.
3. Accounts Officer, Central Employment Exchange (Labour).

*B. For Selection**Class III and Class IV*

1. Assistant Director of Employment Exchanges (Labour).
2. Accounts Officer.
3. Record Officer.

*V. Coaching-Cum-Guidance Centres :*

1. Chairman . . . State Director of Employment.
2. Member . . . Sub-Regional Employment Officer, Coaching-cum-Guidance Centre.
3. Member . . . Principal, Central Training Institute for Instructors/Industrial Training Institute.
4. Member . . . Superintendent, Vocational Rehabilitation Centre wherever it exists.

Action is in hand to include one member of the Scheduled Caste/Scheduled Tribe wherever such a member is not already included.

**APPENDIX**

(Vide para 4.1 of Report)

*Statement showing the staff strength in the Directorates General of Employment and Training as on 1-6-1976.*

Category of the post.	Total Number of Employees	Number of		Percentage		Remarks
		Schedu- led Castes	Schedu- led Tribes	Schedu- led Castes	Schedu- led Tribes	
1	2.	3	4	5	6	7
<i>Headquarters:</i>						
Class I (including inter-changeable posts in the Training Institutes and Regional Directors etc.)	134	16	--	11.9	--	44 Ad-hoc 1 belongs to I.S.S.
Class II (Gazetted)	9	1	--	11.0	--	3 Ad-hoc, 5 De-putationists, 1 Promotes
Class II (Non-Gazetted Non-] Ministerial)	17	1	--	5.9	--	
Class II (Non-Gazetted Ministerial)	45	--	--	--	--	Information not available. The Ministerial staff belong to the combined cadre of the Ministry of Labour as a whole which is controlled by the Main Secretariat.
Class III (Non-Gazetted Non-Ministerial)	145	24	8	16.6	5.5	
Class III (Non-Gazetted Ministerial)	97	--	--	--	--	Information not available. The Ministerial staff belong to the combined cadre of the Ministry of Labour as a whole which is controlled by the Main Secretariat.

	1	2	3	4	5	6	7
<i>Class IV</i>	.	73	11	1	15.07	1.3	
<i>Class IV</i> (Sweeper)	.	5	5	..	100	..	
<i>Training Institutes :</i>							
<i>Class II</i>	.	92	2	..	2.4	..	5 posts for Medical Officer belongs to CHS and 5 posts of Registrar by deputation from S.A.S.
<i>Class III</i>	.	597	78	9	13.07	1.7	
<i>Class IV</i>	.	383	117	18	30.6	4.7	
<i>Class IV</i> (Sweeper)	.	71	64	3	94.36	4.2	
<i>Regional Directorates :</i>							
<i>Class II</i>	.	5	..	..	..	..	
<i>Class III</i>	.	125	15	4	12.0	3.33	
<i>Class IV</i>	.	27	10	..	37.0	..	
<i>Class IV</i> (Sweeper)	.	2	2	..	100	..	
<i>Vocational Rehabilitation Centres :</i>							
<i>Class I</i>	.	8	2	..	25.0	..	
<i>Class II</i>	.	11	1	..	9.1	..	
<i>Class III</i>	.	87	15	1	17.2	1.1	
<i>Class IV</i>	.	56	16	5	28.6	8.9	
<i>Class IV</i> (Sweeper)	.	7	7	..	100	..	
<i>Liaison Office for Ex-Servicemen, Lucknow:</i>							
<i>Class II</i>	.	1	..	..	..	..	
<i>Class III</i>	.	1	..	..	..	..	
<i>Class IV</i>	.	..	..	..	..	..	
<i>Class IV</i> (Sweeper)	.	..	..	..	..	..	
<i>Employment Liaison Office, Mana Camp Raipur :</i>							
<i>Class II</i>	.	1	..	..	..	..	

1	2	3	4	5	6	7
<i>Class III</i>	. .	3	1	1	33.3	33.3
<i>Class IV</i>	. .	2	..	..	..	..
<i>Class IV</i> (Sweeper)	. .	..	..	..	..	..
<i>Central Institute for Research and Training in Employment Services</i>						
<i>Class I</i> (Gazetted)	. . .	15	3	1	20.0	7%
<i>Class II</i> (Gazetted)	. . .	2	..	..	..	Deputationist.
<i>Class II</i> (Non-Gazetted)	. . .	5	..	1	..	20.0
<i>Class III</i> (Non-Gazetted)	. . .	33	5	1	15.0	3.0
<i>Class IV</i>	. . .	24	3	1	12.5	4.2
<i>Class IV</i> (Sweeper)	. . .	2	2	..	100	..
<i>Central Employment Exchange (Labour) Gorakhpur.</i>						
<i>Class I</i>	. . .	1		..	..	On ad-hoc basis
<i>Class II</i>	. . .	2		..	..	1 Promotion 1 Deputation
<i>Class III</i>	. . .	34	3	..	9.0	
<i>Class IV</i>	. . .	21	3		14.0	
<i>Class IV</i> (Sweeper)	. . .	2	2		100	
<i>Coaching-cum-Guidance Centres :</i>						
<i>Class II</i>	. . .	6	1		16.7	..
<i>Class III</i>	. . .	8	1	1	12.5	12.5
<i>Class IV</i>	. . .	9	4	1	44.4	11.1
<i>Class IV</i> (Sweeper)	. . .				..	
<i>Special Cell, Farakka Barrage :</i>						
<i>Class II</i>	. . .	1	..			On Deputation.
<i>Class III</i>	. . .	3	..		..	
<i>Class IV</i>	. . .	2	1		50.0	
<i>Class IV</i> (Sweeper)	. . .	..	..	..	..	..

**APPENDIX V**

(Vide para 4-6 of Report)

*Statement showing the recruitment made by the D.G.E. & T. during 1973, 1974 and 1975.*

Year	Category of post (Class-wise).	Total No. of vacancies occurred	Total No. of vacancies actually filled.	No. of vacancies reserved for SCs		No. of vacancies reserved for STs		No. of candidates appearing during the year	No. of candidates appearing during the year	No. of candidates appointed.	No. of candidates appointed.	No. of vacancies carried forward from previous year	No. of vacancies carried forward	Remarks
				Carried forward from previous year	Reserved during the year	Carried forward from previous year	Reserved during the year							
I	2	3	4	5	6	7	8	9	10	11	12	13	14	15

**I D.G.E.&T. (Headquarters)**

1973	Class I	20	..	..	4	4	..	1	1	1	1	..	1	..
	Class II	5	4	..	..	..	..	..	..	..	..	..	..	Includes 3 ad-hoc appointees of which 1 belongs to S.C.
	Class III	37	31	..	3	3	..	..	..	..	..	3	6	regular appointees, 24 ad-hoc appointees of which 5 belongs to S.C. and 2 S.T. 1 deputatationist.

Class IV.....No direct recruitment was made.....

1974	Class I	•	6	4	•	1	1	•	•	•	•	1	•	•	•	•	•	•	•	3 on ad-hoc basis, 1 deputationist.
	Class II	•	5	5	•	•	•	•	•	•	•	1	•	•	•	•	•	•	•	6 regular appointees, 6 ad-hoc appointees.
	Class III	•	16	12	3	2	5	1	1	1	1	2	3	3	1					• By transfer. 6 departmental promotees. 2 regular appointees, 2 deputationist.
	Class IV	•	1	1	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	4 regular appointees, 2 ad-hoc appointees, 1 by adjustment of surplus L.D.C. Through surplus cell.
1975	Class I	•	7	7	•	•	•	•	•	•	•	1	•	•	•	•	•	•	•	
	Class II	•	5	4	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
	Class III	•	9	7	3	2	5	1	•	•	1	1	1	•	•	•	•	•	•	
	Class IV	•	1	1	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
<i>2. Training Institutes</i>																				
1973	Class II	•	3	1	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•3 carried forward vacancies of S.C. lapsed.
	Class III	•	46	42	15	6	21	7	1	8	4	4	•14 @7	•	•	•	•	•	•	@ carried forward vacancy lapsed.
	Class IV	•	29	26	1	6	7	2	2	4	10	1	1	1	3					

1      2      3      4      5      6      7      8      9      10      11      12      13      14      15

1974 Class II	4	4	..	..	..	..	..	..	..	..	..	..	..	..	..
Class III	39	25	14	5	19	7	3	10	3	3	16	7	7	7	7
Class IV	31	29	1	5	6	3	2	5	13	1	1	1	4	4	4
1975 Class II	27	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Class III	60	38	19	8	27	8	5	13	11	3	18	10	10	10	10
Class IV	24	15	3	5	8	4	2	6	6	1	4	5	5	5	5

3 Regional Directorates of Apprenticeship Training

1973 Class III	21	11	5	2	7	5	1	6	5	1	2	5	5	5	5
Class IV	3	2	..	1	1	..	..	..	2	..	..	..	..	..	..
1974 Class III	27	16	2	1	3	5	1	6	2	2	..	1	6	6	6
Class IV	1	1	..	..	..	..	..	..	..	..	..	..	..	..	..
1975 Class III	21*	6	1	2	3	6	1	7	1	..	2	7	7	7	7
Class IV	1	1	1	..	..	..	..	..	..	..	..	..	..	..	..

\*10 posts are under ban orders

4 Vocational Rehabilitation Centres.

1973 Class I	1	1	..	..	..	..	..	..	..	..	..	..	..	..	..
Class II	4	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Class III	18	7	1	1	2	1	1	2	1	..	1	1	1	1	1
Class IV	15	14	..	4	4	4	..	2	2	2	2	..	2	2	2





	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
--	---	---	---	---	---	---	---	---	---	----	----	----	----	----	----

7. Coaching-cum-Guidelines Centres

1973

1974 Class III

Class IV

1975 Class III

Nil

8. Special Cell (Ferranika Barrage, Calcutta)

1973 Class I

Class III

1974 Class I

Class II

1975 Class I

Class III

on Deputation

On deputation.

APPENDIX VI

(Vide para 4.12 of Report)  
 Statement showing details about ad-hoc appointments made in Class I posts in the D.G.E. & T.

Category of post	Whether promotion of direct recruitment quota	Duration of ad-hoc appointment	Reasons for continued ad-hoc appointments.
1	2	3	4
Director of Employment Exchanges	1 Promotion.	From 27-5-1976 to 31-10-1976	Leave vacancy arrangement
Addl. Director of Employment Exchanges	1 Promotion.	From 1-6-1976 to 31-10-1976	Chain vacancy of Director of Employment Exchanges
Deputy Director of Training/Principal	7 Promotion	(6 from July-August, 1975 to 30-11-1976) 1 from Jan. 76 to Jan. 77	Pending the post being filled through D.P.C.
Deputy Director of Employment Exchanges	2 Promotion	1 from 1-6-76 to 31-10-1976 *1 from 13-2-1976 to 11-11-76	Chain vacancy of Addl. Director of Employment Exchanges. *Pending the post is filled on regular basis, the senior most Assistant Director of Employment Exchanges was appointed on ad-hoc basis <i>w.e.f.</i> 13-2-1976. According to the Recruitment Rules, the post is required to be filled by deputation. The Commission have recommended a panel of names for appointment. As the future of the National Service Unit is uncertain because of the decision taken by the Cabinet Committee, Political Affairs—“The National Service Act need not be forced for the present”, offer of appointment could not be made to the candidate who ranks first position in the panel.

1	2	3	4
Assistant Director of Training/ Vice-Principal	15 11 promotion-4 direct recruit- ment	3 from April, 1974 to 31-12-76 11 from Aug.-Sept., 1975 to 31-12-76 1 from April, 1976 to April, 77.	Pending the posts are filled on the recommenda- tions of the U.P.S.C. /D.P.C.
Asstt. Director of Employment Exchanges	2 Direct recruitment	August, 1975 to 26-11-1976	Work in connection with short-term bound Surveys.
Technical Officers	12 11 Promotion 1 direct rectt.	Sept.-Oct., 1975 to 28-2-1977	Pending the posts are filled on the recommenda- tions of the U.P.S.C./D.P.C.
Senior Scientific Officer, Grade-I	1 Direct recruitment	From 20-3-1975 to 19-9-1976	Pending the post is filled on the basis of recruit- ment rules which are being amended on the recommendations of Cadre Review Com- mittee and in Consultation with the Depart- ment of Personnel and U.P.S.C.
Senior Scientific Officers, Grade II	1 By Promotion	27-8-1975 to 19-9-1976	Chain vacancy of Senior Scientific Officer Grade I.
Research Officer, Grade-I	2 By Promotion	27-8-1975 to 26-11-1976 24-11-1975 to 23-11-1976	In the chain vacancies of Assistant Directors of Employment Exchanges.

## APPENDIX VII

(Vide para 5.2 of Report)

*Statement showing promotions made in the D.G.E. & T. during the year 1973, 1974 and 1975*

Year	Designation of the post	No. of posts filled by promotion	Number of	
			S.C.	S.T.
1	2	3	4	5
1973	Director of Training . . . . .	1		
	Deputy Director of Employment Exchanges (CIRTES) . . . . .	1		
	Technical Assistant (Hollerith) . . . . .	1		
	Jr. Tech. Assistant . . . . .	3		
	Sr. D'man . . . . .	1	..	..
	Store Attendant . . . . .	2	1	1
	Senior Instructor . . . . .	1		..
	Asstt. Training Officer . . . . .	1	..	
	U.D.C. . . . .	2	1	
	L.D.C. . . . .	1	1	
	Hostel Supdt. . . . .	1	..	
	Daftry . . . . .	1	1	
W.S.A. . . . .	2	1		
1974	Director of Training . . . . .	1		
	Deputy Director of Employment Exchanges . . . . .	2		
	Director GSTARI, Calcutta . . . . .	1		
	Dy. Director of Training/Principal . . . . .	5		..
	Asstt. Director of Training . . . . .	1		
	Jr. Scientific Officer . . . . .	1	..	
	Psychologist . . . . .	1		
Technical Asstt. (Hollerith) . . . . .	1	..	..	

1	2	3	4	5
	Sr. Technical Asstt. (Training)	2	1	..
	K.P.O. Supervisor	2	1	..
	U.D.C.	2	..	..
	Cinema-cum-Library Attendant	1	..	..
	W.S.A.¶	4	1	..
	Jr. Tech. Assistant	1		..
1975	Dy. Director of Employment Exchanges	3		..
	Deputy Director (CIRTES)	1		..
	Director/Regional Director	6	..	..
	Director of Training	1	..	..
	Deputy Director of Training/Principal	2	..	..
	Sub-Regional Employment Officer	1		..
	Junior Investigator	1		..
	Hostel Supdt.	1	..	..
	Accountant	1	..	..
	M/C Operator	1	..	..
	Draftsman	1	..	..
	W.S.As.	2	1	..

## APPENDIX VIII

(Vide para 6.6 of Report)

(COPY)

OFFICE OF THE COMMISSIONER

FOR

SCHEDULED CASTES AND SCHEDULED TRIBES

SERVICES UNIT—II

*Report of the Study team on the maintenance of rosters and other records for giving effect to the reservation for Scheduled Castes and Scheduled Tribes—19th, 21st and 22nd July, 1976.*

The study of rosters and other relevant records maintained in the Directorate General of Employment and Training for giving effect to reservation orders etc. was undertaken by a study team consisting of Dr. Biswajit Sen, Research Officer and Shri B. M. Masand, Investigator. Following officers were contacted during the course of the study:—

1. Shri B. K. Saksena, Dy. Secy. and Liaison Officer.
2. Shri A. Deb, Dy. Secretary, Ministry of Labour.
3. Shri N. C. Ghoshal, Section Officer, Adm. II.
4. Shri R. C. Kohli, Section Officer, Adm. I.

It was learnt that rosters in respect of class I and II posts in the Dte. General of Emp. and Training were being maintained by the Adm. II Section only w.e.f. 25th March, 1970. Prior to that the rosters were being maintained by the main Ministry for the Ministry as a whole including its attached offices, etc. In spite of repeated requests the rosters prior to 25th March, 1970 in respect of the D.G.E. & T. and the Labour Ministry could not be made available to the team though the Dy. Secretary concerned promised to produce them in one week's time. In the absence of earlier rosters it was not possible to know as to how many vacancies were brought forward to

the new rosters started w.e.f. 25th March, 1970. Further at the time of confirmation the vacancies are to be treated as reserved or unreserved according to the points on which they fell at the time of initial recruitment. Therefore at the stage of confirmation it is the original roster which is to be consulted in order to find out which of the vacancies should go to Scheduled Caste/Scheduled Tribe for the purpose of confirmation. The Dy. Secretary concerned promised to inform Dr. B. Sen on telephone as soon as the old rosters were traced but no such intimation was received.

Senior Class I posts like the Director (Training)/Director of App. Training in the scale of Rs. 2000—2250, Additional Director (Training), Directors/Regional Dir. in the scale of Rs. 1800—2000, and Dy. Director (Training) Principal C.T.I. in the scale of Rs. 1300—1700 were being filled by promotion (by selection) failing which by transfer and failing both by direct recruitment. The posts of Assistant Director (Training)/Vice-Principal in the scale of Rs. 1100—1600 are filled 50 per cent by promotion (by selection) and remaining 50 per cent by direct recruitment. As there is no reservation for Scheduled Castes and Scheduled Tribes in Senior Class I posts filled by promotion by selection no rosters were required to be maintained for the promotion component in these posts. In the case of posts of Technical Officer in the scale of Rs. 700—1300 which is the lowest rung of Class I, according to recruitment Rules only 25 per cent posts were required to be filled by promotion as such the promotion component to the extent of 25 per cent fell outside the scope of reservation because reservation orders are not applicable to such posts filled by promotion where the component of direct recruitment, if any, exceeds 50 per cent (now raised to 66-2/3 per cent). The posts of Training Officers (class II Gazetted) were filled 100 per cent by promotion failing which by direct recruitment.

One combined roster was maintained for the posts of Director of Employment Exchanges, Additional Director of Employment Exchanges/Additional Director of Training, Director and Deputy Directors, etc. After 25th March, 1970, only 4 entries were found in the roster maintained by the D.G.E. & T. The first vacancy, though falling on point No. 1 reserved for Scheduled Castes was treated as unreserved being a single vacancy in a year. Out of the next two vacancies at points Nos. 2 and 3, one was reserved for Scheduled Castes in lieu of point No. 1. The recruitment action for these posts started in 1973. First advertisement was put out in December, 1973. The U.P.S.C. replied in September, 1974 saying that Scheduled Caste candidate was not available. Second advertisement was put out in November, 1975. It is rather unfortunate that there was a gap of nearly two years in the first and second advertisements as against the

normal gap of 6 months. It was learnt that U.P.S.C. had nominated general candidate against both the vacancies. A proposal for dereservation of one vacancy reserved for Scheduled Castes was made in the month of April, 1976. The fourth vacancy which fell on point No. 4 reserved for Scheduled Tribes was treated as unreserved and filled by a general candidate in 1974 but was carried forward to the new roster started from 1st January, 1976.

Recruitment to the post of Assistant Director (Training) and Assistant Director of Employment Exchange made after 25th March, 1970 was shown in a separate roster. This roster was being maintained according to the year of notification of vacancies. For example 10 vacancies were notified in 1970 which were filled in 1971, 1972 and 1973 on different dates. Out of these vacancies, two were reserved for Scheduled Caste and one for Scheduled Tribe candidates. Though both the vacancies reserved for Scheduled Castes were filled by the Scheduled Caste candidates, one of these vacancies was sought to be dereserved as the Scheduled Caste candidate became available later on. Though no Scheduled Tribe candidate was appointed against point reserved for Scheduled Tribes, there was no indication whether dereservation was sought for this vacancy. However, appointment of one of Scheduled Caste candidates was shown against this point. This vacancy was not shown as carried-forward either at the end of 1970 or in the beginning of 1973. No requisition was sent in 1971 and 1972. In 1973, 13 vacancies were notified out of which two were reserved for Scheduled Castes and both were duly filled by the appointment of Scheduled Caste candidates. In 1975 again 14 vacancies were notified out of which two were reserved for Scheduled Castes and one for Scheduled Tribes but the appointments thereto had not been finalised till the time of the study. Entries in this roster were found to have been signed by the Section Officer.

In the roster for the post of Technical Officers, the vacancies shown as notified in the years 1970, 1971, 1972, 1973, 1974 and 1975 were 1, 2, 4, 4, 5 and 13 respectively. Recruitment against all these vacancies except the 4 vacancies of 1973 was not yet completed till the time of study. Out of the 4 vacancies filled in 1973, one was reserved for Scheduled Castes but was filled by a general candidate. The team was told that the vacancy reserved for Scheduled Castes was got dereserved.

From the foregoing it would be seen that though the rosters were in the prescribed form, entries were initialled by the Section Officer. There were also gaps in the roster due to delay in recruitment action. Dereservation was not sought in all the cases. In the absence of the rosters prior to 1970, it was not possible to assess whether orders of



reservation were followed at the time of confirmation. Abstract of vacancies carried forward was also shown properly.

As regards the delay in finalisation of the recruitment action it is suggested that the D.G.E. & T. in consultation with the Ministry of Labour and the Department of Personnel and Administrative Reforms may devise steps to cut short the delay factor. Alternatively they may consider the question of treating such a block of recruitment years as one recruitment year.

In the case of rosters maintained in the Adm. I Section of the D.G.E. & T. in respect of class III and Class IV posts, it was found that the rosters were maintained on the form of register prescribed *vide* MHA O.M. dated 28th January, 1952 and not on the revised form as prescribed in Appendix 4 of the Brochure on Reservation for Scheduled Castes and Scheduled Tribes in Services. It was learnt that the posts of Jr. Investigator (13), Statistical Asstt. (1), Technical Assistant Employment (7), Hindi Translator, Technical Assistant (Training) (11), Jr. Technical Asstt. (9), Sr./Jr. D'man (10), Librarian (1) and Photographer (1) were grouped together for the purpose of reservation orders. From the roster it was observed that though the unfilled reserved vacancies were being carried forward correctly, the procedure for utilisation of the earlier brought forward vacancies first was not being followed. Vacancies reserved for Scheduled Castes/Scheduled Tribes were being filled by general candidates without getting them formally deserved for the MHA (now Department of Personnel and Administrative Reforms). However, at the end of 1973, it was noticed that all the brought forward reserved vacancies had been utilised and duly filled by the reserved category candidates. Entries in the rosters were not signed by any authority.

One single roster was being maintained for the posts of Key Punch Operator/Sorter Operator (30), Comptometer Operator (4), Telephone Operator (3), Jr. Computer (35), Hindi Typist (1). According to instructions issued by the Government only isolated posts and small cadres of less than 20 posts filled by direct recruitment are to be grouped among themselves or with some other post having 20 or more posts for the purpose of reservation orders. Thus roster for one of the two posts of Key Punch Operator/Sorter Operator and Jr. Computer could be maintained separately. This roster also was not on the proper form though points were shown correctly according to the model roster prevailing then. In this roster, the vacancies reserved for Scheduled Caste/Scheduled Tribe were, by and large, utilised fully by appointment of respective

reserved category candidates. Upto 1969 the entries in this roster related to physical vacancies. The points from 3 to 17 of the cycle started in 1969, were utilised for confirmation. According to orders issued by the MHA (now Department of Personnel and Administrative Reforms) the vacancies at the time of confirmation are to be treated as reserved on unreserved according to the points on which they fell at the time of initial recruitment and are not to be shown again in the roster. Showing them again in the roster in this case resulted in an anomalous situation whereby a Scheduled Caste candidate was confirmed earlier than a Scheduled Tribe candidate even though a Scheduled Tribe candidate was appointed earlier than the Scheduled Caste candidates. This discrepancy occurred because the earlier available reserved point happened to be earmarked for Scheduled Castes. This situation would not have arisen had the confirmation vacancies not been shown in the roster again but treated as reserved or unreserved according to the points on which they fell at the time of initial recruitment. It was also noticed that in the points from 3 to 17 for the purpose of confirmation the name of one Shri R. P. Katnoria (SC) was shown against point No. 4 reserved for Scheduled Tribes but his name did not appear anywhere in the roster. On seeing his service book, it was found that he was appointed on 16th January, 1961 whereas there were no entries of appointments during the years 1961 to 1963. This discrepancy also came to notice because an attempt was made to see if confirmations were made according to the points of the roster at the time of initial recruitment. There was yet another difficulty at the time of confirmation. While at the time of initial recruitment a single roster was maintained for different types of posts, the confirmation vacancies were available for different posts at different types. For this purpose the Section Officer concerned was advised to make confirmation in the order of occurrence of vacancies—for the particular posts and confirm the candidates according to points on which the respective posts occurred at the time of initial recruitment. He was also advised to review the cases of confirmation already made in the light of existing instructions and to confirm the reasons strictly in the same order in which the vacancies were reserved at the time of initial recruitment. After this review is done, report thereon may be furnished for information of the Commissioner for Scheduled Castes and Scheduled Tribes.

The orders regarding reservation in posts filled by promotion on the basis of seniority were issued on 27th November, 1972. Rosters maintained for this purpose from the year 1973 in the case of posts of Technical Assistant (Holerith), Technical Asstt., Sr.

D'man, Jr. Investigator, Statistical Asstt., K.P.O. Supervisor etc. were also seen. It was observed that vacancies had generally occurred singly and therefore were treated as unreserved. There was no objection to this course of action upto 1975. On 29th April, 1975 the Department of Personnel and Administrative Reforms issued orders in deference to the ruling of the Supreme Court, that in the original year of reservation while a single vacancy falling on a reserved point, may be treated as unreserved, it had to be treated as reserved in the subsequent year of carry-forward even though in that year also it may happen to be the single vacancy again. The officers concerned were not aware of the orders and had, therefore, treated the single vacancies as unreserved in the post of Jr. Investigator/Statistical Asstt. in both the years 1975 and 1976. While the action taken in 1975 was alright, in 1976 the second vacancy that occurred had to be kept reserved and filled by a Scheduled Caste candidate in lieu of the reserved vacancy brought forward from 1975. This case should also be reviewed and wrong done to the Scheduled Caste candidate mitigated by giving him proforma promotion w.e.f. the date the general candidate was promoted against the vacancy reserved for Scheduled Castes and the general candidates may be reverted and promoted against the next available vacancy that may occur in the remaining part of 1976 or later.

It was learnt that the Liaison Officer for work relating to representation of Scheduled Castes and Scheduled Tribes who is required to conduct annual inspection of rosters etc. and submit his report to the Head of Department on a prescribed proforma, had not submitted the annual inspection report.

## APPENDIX IX

(vide para 8. 1 of Report)

*Statement showing the decisions taken at the meeting of the Working Group on National Employment Service from time to time, with regard to matters pertaining to Scheduled Castes/Tribes and action taken thereon.*

Working Group Meeting 1	Decision taken 2	Action taken 3
4th meeting held from 8th to 10th Aug. 1960.	<i>Item 15. 1 :</i> The religion and caste columns in Employment Exchange forms, such as X-1 & X-26 should be completed only in respect of Scheduled Castes, Scheduled Tribes and Anglo-Indians.	This was communicated to all State Directors of Employment for compliance.
6th meeting held on 15th Sep. 1962.	<i>Item 3. 5 :</i> The existing method of endorsing Scheduled Caste/Scheduled Tribe on Index Cards should continue.	Do.
9th meeting held on 10th to 12th Nov. 1965.	<i>Item 49 :</i> The use of Secondary Registration (on X-49) in regard to Scheduled Castes/Scheduled Tribes should be strictly enforced.	Do.
12th meeting held on 7th Nov. 1970.	<i>Item 78 :</i> The Employment Service may be closely associated with the pilot projects for multiple sources of employment in tribal development blocks. The Group felt that the Employment service should be closely associated at the block level through Employment Information and Assistance Bureaux, wherever possible.	Do.
12th meeting held on 7th Nov. 1970.	<i>Item 2. 6 :</i> It was agreed that the Employment Exchanges should not entertain demands from Government Departments if they did not find a positive indication in regard to reservation in the notifications received from the employers and if the employer still persisted, such cases be brought to the notice of the DGE & T through State Directors.	The Ministry of Home Affairs had already issued instructions in this regard. These were brought to the notice of Employment Exchanges through EEM.
<i>Item 3. 6 :</i> The responsibility for maintenance of communal registers and checking the observance of filling reserved vacancies for SC/ST/ex-Servicemen is that of the employing Departments.		This recommendation had already been brought to the notice of the Department of Personnel for suitable action.

This was communicated to all State Directors of Employment for compliance.

14th meeting held on 19th & 20th Oct. 1972. *Item 3 (3):* It was decided that the existing instructions contained in para 11.96 of the National Employment Service Manual in regard to the registration of Scheduled Caste/Scheduled Tribe applicants without insisting upon any documentary evidence may continue to be followed by Employment Exchanges.

A letter was addressed to all state Directors of Employment requesting them to reconstitute the District/State Committees on Employment by co-opting one representative each of the recognised SC/ST Associations functioning in the District/State. Two such members were also included in the Central Committee on Employment when it was reconstituted on 27-5-75.

15th meeting held on 21st to 24th Sept. 1973. *Item 3.11:* The proposal for co-opting of a representative of Scheduled Castes/Scheduled Tribes Association on the District/State/Central Committee on Employment was accepted.

All the State Directors of Employment have been supplied guidelines for the Special Cell and they have been requested to move their Governments for the creation of Special Cells in their Directorates to promote employment of these special categories.

16th meeting held on 5th to 7th Feb., 1975. *Item 13.1:* On the question of setting up of Special Cells in each State for SC/ST, Ex-Servicemen & Physically Handicapped, the Group felt that the desired result in giving guidance and obtaining placement against vacancies notified to the Exchanges by the employers could be achieved by effective liaison with employers which could be assigned to the Special Cell. Attention should be paid to bring the orders and instruction of the Government to the notice of the employers. The Cell may include a Liaison Officers.

## APPENDIX X

(Vide para 8.2 of Report)

*List of States/Union Territories and Employment Exchanges evaluated during the period December 1974 to August, 1976.*

State/Union Territory	Name of the Exchange/University Employment Information and Guidance Bureau	Month of Evaluation
1	2	3
1. West Bengal	1. North Calcutta 2. Howrah 3. Barrackpore 4. Kalyani	December, 1974— January, 1975.
2. Kerala	1. Trichur 2. Quilon 3. Alleppy	March, 1975
3. Gujarat	1. Surat 2. Mehsana 3. Gandhinagar	April, 1975
4. Assam	1. Bongaigoan 2. Nowgoan	May, 1975
5. Tripura	1. Kailashahar	May, 1975
6. Andhra Pradesh	1. Vishakhapatnam 2. Eluru 3. Hyderabad	June, 1975
7. Himachal Pradesh	1. Solan 2. Simla	July, 1975
8. Haryana	1. Faridabad 2. Karnal 3. Kurukshetra	August, 1975

1	2	3
9. Chandigarh	1. Chandigarh	August, 1975
10. Orissa	1. Balasore 2. Cuttack 3. Talcher 4. Denhkanal	September, 1975
11. Maharashtra	1. Kolhapur 2. Nagpur 3. Poona (UEIGR)	September, 1975
12. Bihar	1. Gaya 2. Jamshedpur 3. Bokaro Steel City	November, 1975
13. Pondicherry	1. Pondicherry	December, 1975
14. Rajasthan	1. Udaipur 2. Bhilwara 3. Ajmer	January, 1976
15. Punjab	1. Ferozepur, 2. Patiala 3. Nangal	February, 1976
16. Tamil Nadu	1. Madurai 2. Ramanathapuram 3. Cuddalore	May-June, 1976
17. Madhya Pradesh	1. Vidisha 2. Bhopal 3. Hoohangabad	June, 1976
18. Goa, Daman & Diu	1. Panaji	July, 1976
19. Karnataka	1. Hubli 2. Davengere 3. Tumkur	July, 1976
20. Haryana	1. Sonapat 2. Panipat 3. Ambala	August, 1976

## APPENDIX XI

(Vide para 8.5 of Report)

*Copy of extracts from proceedings of the 17th meeting of the Working Group on National Employment Service held in Nainital—6th to 8th October, 1976.*

\* \* \* \* \*

7. Action taken on the recommendations of the 16th meeting of the Working Group was noted, subject to the following observations:—

2.5. *Need for effective utilisation of Employment Exchanges for the State Government vacancies.*

8. The Group observed that recruitment through Employment Exchanges was still not made in the States of Gujarat, West Bengal, Punjab, J & K, Kerala, Bihar, Karnataka, Meghalaya and Haryana. It was decided that the Chief Ministers of these States might be suitably addressed through a D.O. letter from the Labour Minister so that the machinery of Employment Exchanges in these States was utilised for filling up vacancies under the State Governments.

2.25. (a) *Compulsory communication of results of selection by the employers within a reasonable period.*

9. The Group was of the view that suitable amendments to the E.E.(CNV) Act and Rules, as had been approved so far in the various meetings of the Working Group might be circulated to the State Directors for their comments, if any, before taking suitable action to amend the E.E.(CNV) Act and the Rules.

9. *Coaching-cum-Guidance Centres—Special Schemes for Coaching of Scheduled Caste/Scheduled Tribe applicants.*

10. It was strongly recommended that at least one Coaching-cum-Guidance Centre should be set up in all States with a view to providing confidence-building training to this weaker section of the society. The State Directors were requested to forward their proposals with full facts and figures regarding Scheduled Caste/



Scheduled Tribe applicants in their States for taking up the matter with the Ministry of Home Affairs.

\* \* \* \* \*

2.3. *Creation of Inspection Cell in the State Directorate of Employment.*

—(Orissa)

13. The utility of regular and surprise inspections of the Employment Exchange, particularly in the context of so many complaints, needed no emphasis. It will, however, differ from State to State as to what machinery is evolved for inspections.

\* \* \* \* \*

2.5. *Carrying out programme of phased and planned publicity for dispelling misgivings and minimising complaints against Employment Service.*

—(Uttar Pradesh)

2.7. *Improving the image of the Employment Service and elimination of corruption in Employment Exchanges.*

—(Haryana)

15. There can't be two opinions about the need for proper publicity for dispelling misgivings and minimising complaints against Employment Exchanges. However, the larger question raised by Haryana as to how the challenge of complaints of corruption in the Employment Exchange should be met was considered in detail.

16. After discussion the consensus was that proper staffing, better facilities of work, properly recruited staff and regular meetings of Fairness and District Advisory Committees, coupled with careful observation of the instructions and regular and surprise inspections, could go a long way in removing such complaints of corruption. Efforts should, therefore, be made at all levels to that end.

17. The Group observed that in a few States, the State Committee on Employment, District Committees on Employment and Fairness Committees were not functioning as provided in the instructions contained in the National Employment Service Manual. It was recommended that suitable action might be taken by the States concerned to set up these committees as these played a major role in removing misgivings and minimising complaints from

the public. The Group also recommended that the representatives of Scheduled Castes and Scheduled Tribes Associations might be nominated on these Committees if they did not find a place at present.

2.6. *Setting up of Departmental Vigilance Cell in the State Directorate Employment.*

—(Uttar Pradesh)

18. The machinery as envisaged in the agenda item has already been set up in one form or the other in all the States. It was, however, felt that instead of entrusting enquiry of complaints to one officer, it would be better if this work was dispersed among a number of senior officers, according to the discretion of the State Director.

\* \* \* \* \*

2.10. *Recruitment of apprentices under the Apprentices Act, 1961.*

—(West Bengal)

2.15. *Recruitment of only those who have completed Apprenticeship Training in Public and Private Sectors.*

—(Tamil Nadu)

22. The Group was of the view that it was not advisable to amend the Apprentices Act, 1961 so as to make it compulsory for the employers to recruit their apprentices through the Employment Exchanges. The purpose would be served if the Regional Directors and the State Apprenticeship Advisers sent the list of apprentices to the State Directors/Employment Exchange, who on receipt of such lists, should arrange for the registration of the persons with the Employment Exchange concerned. Such a procedure would ensure that Employment Exchanges would be able to sponsor the ex-apprentices of organisations/establishments against regular vacancies notified by those establishments to the Employment Exchange.

2.11. *Proper scrutiny of the qualifications and standards of skill and efficiency at the time of registration of the persons seeking employment as Stenographers and for testing them at the time of submission so that the qualifications and standards prescribed by employers are met.*

—(D.G.E.&T.)

23. It was felt that it was not possible to test the candidates by the Employment Exchange every time before sponsoring them to the employers against vacancies notified by them. Reliance had to be made upon the qualifications as mentioned in the certificate issued by recognised bodies/associations. As regards the shortage category of applicants like stenographers, it was decided that the services of employers' federations/employers might be obtained in giving necessary tests/training to the candidates available on the live register of the Exchange so that only such persons who had been tested by these organisations were sponsored to the vacancies notified by private employers.

\* \* \* \* \*

3.5. *Need for expediting the establishment of Research Cell for employment and unemployment studies and surveys at State Directorates of Employment.*

—(D.G.E.&T.—EMI. Dev.)

32. The Group recommended that State Governments, which had not yet established the Research Cells in the Directorates of Employment, might be requested to do so early. It was further felt that, wherever necessary, the D.G.E.&T. might give suitable guidance to the Directors of Employment concerned.

#### ITEM 4: VOCATIONAL GUIDANCE AND CAREER INFORMATION

4.1. *Establishment of Consultancy Service for Surplus manpower willing to take up Self-employment Scheme.*

35. The Group recognised the important role which self-employment schemes could play in our country both for generating employment and for the economic development. It is necessary that the employment service should play a more meaningful role in promoting and coordinating the schemes concerning self-employment being implemented by various departments. It should be the duty of the Employment Exchange Officers to identify boys, girls, house-wives, ex-servicemen and such other people who have either a marked aptitude for self-employment or have qualifications which make them suitable for self-employment. Having identified such persons, the Employment Exchange Officers should give them guidance in self-employment, recommend them to the appropriate institutions for financial assistance and technical assistance, etc. In many cases, it should be possible for the Employment Officer to

help such persons by getting them loans from commercial Banks. The D.G.E. & T. had already published a very informative booklet on self-employment. The State Directorates of Employment may consider the desirability of producing more such literature on different job opportunities for self-employment in regional languages. It was further recommended that the Employment Officers might be given the necessary orientation at the State Directorate to undertake this additional responsibility.

4.2. *Intensification of Guidance Programme at School level and coordination with Vocational Guidance Section.*

—(Assam)

36. The Group was of the view that vocational guidance should be made an integral part of our educational system. The Third Five-Year Plan had recognised the importance of this by suggesting the appointment of full-time career teachers in schools. The importance of such vocational guidance at the school level is now becoming all the more imperative in view of the new 10 plus 2 plus 3 system of education, which will be implemented in the next two years. The National Council of Educational Research and Training have also recognised the importance of Vocational Guidance in the schools. Similarly, vocational guidance should be provided at the college level and at the post-graduate level. Bulletins could be issued in the regional languages and in English for free distribution among final-year school students to guide them about the particulars for jobs and careers. Despite acceptance in principle, vocational guidance has yet not become a part of our educational system. This important matter may be taken up with the Union Ministry of Education so that effective steps could be taken in this direction. State Directorates may consider the attaching of a small career pamphlet to one particular text book of the final year of High Schools. Such a pamphlet should be of about 3000 words and should be printed in the regional language.

\* \* \* \* \*

4.6. *Introduction of a register at the V.C. Units of the Employment Exchanges for maintaining records of registration guidance cases undertaken by the Employment Officers (V.G.)*  
—(D.G.E. & T. V.G. Unit)

39. The Group agreed that it was very essential to impart V.G. training to the Employment Officers engaged in Vocational guidance programmes at the Employment Exchanges. For this purpose, D.G.E.&T., should organise a crash training programme at the State

headquarters with the assistance of State Vocational Guidance Officers. It was further decided that all the States in the country might be covered in a period of about one year.

\* \* \* \* \*

*8.2. According Priorities to Sweepers and applicants belonging to Backward Classes.*

—(J. & K.)

49. It was felt that the State Government of Jammu and Kashmir was quite competent to issue executive instructions to the Employment Exchanges for giving preferential treatment to Sweepers in J. & K. in respect of vacancies under the State Government.

\* \* \* \* \*

*Discussion with the representatives of All India Organisation of Employers—Utilisation of Employment Service by the Private Sector.*

52. At the request of the All India Organisation of Employers, a discussion was arranged between the representatives of All India Organisation of Employers and the State Directors of Employment in the afternoon of 8th October, 1976.

53. Initiating the discussion on behalf of the representatives of the Working Group, the Director General appealed to the employers' representatives to utilise the machinery of Employment Service for filling their vacancies. Recruitment through Employment Exchanges, it was pointed out, serves a social purpose. It was suggested that employers' representative should discuss their recruitment problems with the Employment Officers and the State Directors of Employment who would be quite willing to do everything possible to help them in their recruitment problems. It was observed that there was a big gap between the percentages of vacancies filled through the Employment Exchanges by the public and private sectors. This needs to be narrowed down so that legitimate employment opportunities are made available to the local people and the other weaker sections of the society. The representative of the State Director of Maharashtra stated that the employers in private sector in Maharashtra had been persuaded to fill about 80 per cent of their vacancies (except in the Managerial Cadre) through the Employment Exchanges and that there had been no difficulty in meeting their requirements.

54. The employers' representatives assured that they were quite eager to utilise the Employment Service provided right type of personnel were submitted by the Employment Exchanges. They desired that a special referral procedure may be evolved for submission against private sector vacancies as against the seniority "criterion" which is generally followed at the Employment Exchanges. After an exchange of views, it was resolved that the employers in the private sector should utilise the Employment Service in increasing measure so as to bridge the present gap of about 30 per cent which exists in the number of vacancies filled through the Employment Exchanges by the public and private sectors. The following decisions were, therefore, taken:—

- (1) The employers in the private sector would increasingly use the Employment Service for filling all their vacancies (other than supervisory cadre) through the Employment Service.
- (2) Employers should visit the Employment Exchanges with a view to having an idea of the services available at the Employment Exchanges and to discuss their specific recruitment problems with the Employment Officers.
- (3) The Employment Officers should intensify their contact programme with the private employers so as to find out their forecast of the likely vacancies for remedial action.
- (4) The scheme of submission for vacancies notified by the private sector should be finalised in consultation with the employers concerned.
- (5) The facilities of the employers/employers' organisations may be utilised by the Employment Officers in training shortage category of applicants such as Stenographers, etc. with a view to ensuring that right type of personnel as trained by these organisations are sponsored against such vacancies notified by them to the Employment Exchanges.
- (6) The appointment of dependents of the employees who die in harness, may be considered on the lines of the orders obtaining in case of Government servants.

*List of Members and invitees present at the 17th Meeting of the Working Group on National Employment Service held at Nainital from the 6th to 8th October, 1976.*

*Directorate General of Employment and Training*

1. Shri Ishwar Chandra,  
Director General & Joint Secretary to the Govt. of India.
2. Shri S. P. Taneja,  
Director of Employment Exchanges.
3. Shri A. S. Sinha,  
Director of Employment Exchanges (N.S.)
4. Shri K. Kumar,  
Additional Director of Employment Exchanges.
5. Shri V. D. Sharma,  
Director, Central Institute for Research & Training in  
Employment Service.
6. Shri Hari Krishan,  
Deputy Director of Employment Exchanges.
7. Shri H. R. Malhotra,  
Officer on Special Duty.

*Ministry of Defence*

8. Capt. A. K. Bhattacharya, I.N.  
Director of Employment, D.G.R.

*Planning Commission*

9. Shri S. C. Mathur,  
Joint Director.

*State Governments*

*Andaman and Nicobar Administration*

10. Shri B. K. Chakraborty,  
Employment Officer.

*Andhra Pradesh*

11. Shri P. Mohan Rao,  
Deputy Director of Employment.

*Assam*

12. Shri G. C. Khound,  
Director of Employment & Craftsmen Training.

13. Shri S. C. Bhagabati,  
Joint Director, Employment.  
*Bihar*
14. Shri R. N. Prasad,  
Director of Employment and Training.
15. Shri L. K. Verma,  
SEMI Unit Officer.  
*Gujarat*
16. Shri H. R. Malkani,  
Director, Manpower, Employment and Training.  
*Haryana*
17. Shri N. K. Garg,  
Director, Employment Industrial Training and Labour  
Commissioner.
18. Shri P. N. Bhandari,  
Deputy Director, Employment  
*Himachal Pradesh*
19. Shri Hari Singh,  
Labour Commissioner and Director of Employment and  
Training.  
*Jammu and Kashmir*
20. Shri S. N. Kaul,  
Deputy Secretary,  
Industry & Commerce Department.
21. Shri Mohiuddin Shah,  
Director of Training and Employment.  
*Karnataka*
22. Shri S. Dorai Raj,  
Director of Employment and Training.  
*Kerala*
23. Shri K. Mohanachandran,  
Director of Employment and Training.  
*Madhya Pradesh*
24. Shri R. N. Vaidya,  
Director of Employment and Training.



25. Shri S. K. Misar,  
Assistant Director of Employment.  
*Maharashtra*
26. Shri D. S. Gupte,  
Joint Director of Employment.  
*Meghalaya*
27. Shri J. Ropmay,  
Director of Employment and Training.  
*Orissa*
28. Shri B. Gobardhan,  
Director of Employment.  
*Punjab*
29. Mrs. B. K. Phoolka,  
Deputy Secretary,  
Labour and Employment Department.
30. Shri C. D. Khanna,  
Director of Employment.
31. Shri K. R. Kundal,  
Deputy Director of Employment.  
*Rajasthan*
32. Shri R. K. Chaudhary,  
Assistant Director of Employment.
33. Shri Anand Sarin,  
Assistant Director of Employment.  
*Tamil Nadu*
34. Shri D. K. Oza,  
Director of Employment and Training.
35. Shri A. Umamaheswaran,  
Joint Director of Employment.

*Tripura*

36. Shri G. P. Gon Choudhry,  
Sub-Regional Employment Officer.

*Uttar Pradesh*

37. Shri G. P. Pandey,  
Commissioner and Secretary,  
Labour Department.
38. Shri G. P. Arya,  
Special Secretary,  
Labour Department.
39. Shri R. P. Singh,  
Director of Training and Employment.
40. Shri S. L. S. Kumaiyan,  
Joint Director of Training and Employment.
41. Shri P. D. Gupta.  
Deputy Director, Directorate of Training and Employment.
42. Shri Girish Narain,  
Assistant Director, Directorate of Training and Employment.

*West Bengal*

43. Shri K. Bhattacharya,  
Director of National Employment Service.
44. Shri A. K. Ghosh,  
Assistant Director of National Employment Service.

## APPENDIX XII

(Vide Para 8.12 of Report)

*Summary of replies received from the State Governments/Union Territories to the Labour Minister's letter suggesting setting up of Special Committees under the chairmanship of District Collectors in each District to take action on complaints of corruption etc. in Employment Exchanges.*

1. Kerala . . . District Committees with Collectors as Chairmen have been formed.
2. Meghalaya . . . Special Committees have been set up.
3. Andhra Pradesh . . . Employment Advisory Committees were constituted already with Collectors as Chairmen, and they are effective.
4. Lakshadweep . . . Only one small Employment Exchange and so far no complaint of corruption; hence, no need for Special Committee.
5. Bihar . . . District Employment Committees have been functioning with District Magistrates as Chairmen, and also Fairness Sub-Committees with District Magistrates, again, as Chairmen. Arrangements are effective.
6. Punjab . . . Fairness Committees of the District Committees are already active, meeting every month.
7. Andaman & Nicobar . . . One Exchange opened only in September 1975. Special Committee being set up.
8. Pondicherry . . . Already 4 Committees are in existence with Secretary to Government, Law & Labour Deptt. as Chairman. Other Suitable persons will also be co-opted.
9. Madhya Pradesh . . . Advisory Committees for each Employment Exchange with members of Legislative Assembly, etc. exist and are effective.
10. Nagaland . . . Only one Exchange set up in June 1975. No registration work done at present and no complaint.
11. Assam . . . Local Advisory Committees attached to Employment Exchanges under the Chairmanship of Deputy Commissioner or S.D.O., have been asked to look into the complaints.
12. Tripura . . . Minister in-Charge of Employment Services and Manpower Planning is personally looking into the matter. At present, State-level Committee being reconstituted which will be sufficient. District level Committees will be formed later, if necessary.
13. Karnataka . . . Deputy Commissioners of Districts have been directed to inspect Employment Exchanges and existing arrangements are effective with no complaints.

14. Jammu & Kashmir . . . There is a Vigilance Officer and complaints, if received, are promptly look into. District Committees will be formed later.
15. West Bengal . . . Inspection Wing with a separate Deputy Director is to reinforce the existing efforts.
16. Himachal Pradesh . . . District Committees have been attached to all Employment Exchanges. Arrangements are effective.
17. Haryana . . . Special Committees have been set up.
18. Delhi . . . Monitoring cells and Bradma Machines have been introduced. There is only one Collector in the Administration. Other effective measures will be taken, if necessary.
19. Rajasthan . . . Committees with Collectors as Chairmen have been set up.

### APPENDIX XIII

(Vide Para 8.35 of Report)

*Statement showing the number of Scheduled Castes/Scheduled Tribes Job seekers on Live Register of Employment Exchanges in each of the skilled and semi-skilled trades as on December, 1975 in which the number was 25 or more atleast for one of the categories (SC/ST).*

Sl. No.	Trade Description	Scheduled Castes	Scheduled Tribes
1	2	3	4
1.	Physicist General	30	1
2.	Chemist General	33	2
3.	Laboratory Assistant Chemical	96	5
4.	Civil Engineer General	83	14
5.	Electrical Engineer General	63	20
6.	Electrical Engineer Generation and Supply	153	18
7.	Telecommunication Engineer General	28	—
8.	Electrical and Electronics Engineers Other	42	3
9.	Mechanical Engineer General	60	30
10.	Mechanical Engineer Other	60	7
11.	Surveyor Topographical	100	31
12.	Draughtsman Civil	383	21
13.	Draughtsman Mechanical	345	41
14.	Overseer Civil Engineering	524	30
15.	Technician, Electrical Engineering	162	15
16.	Technician, Mechanical Engineering	179	26
17.	Plane Tabler	479	209
18.	Surveyors Other	90	5
19.	Laboratory Assistant Engineering	104	21
20.	Tracer	791	134
21.	Blue Printer	28	2

1	2	3	4
22.	Botanist General . . . . .	28	2
23.	Zoologist General . . . . .	29	1
24.	Agronomist . . . . .	219	67
25.	Horticulturist . . . . .	25	3
26.	Mathematicians . . . . .	32	2
27.	Economist . . . . .	53	2
28.	Economic Investigator . . . . .	98	..
29.	Accountant . . . . .	51	3
30.	Editor . . . . .	26	6
31.	Commercial Artist . . . . .	27	2
32.	Photographer General . . . . .	27	1
33.	Singer . . . . .	68	5
34.	Instrumental musician, precision instrument . . . . .	43	1
35.	Drilling Operatives . . . . .	25	34
36.	Scraper man . . . . .	137	6
37.	Screeener Mica . . . . .	77	2
38.	Mineral treating operatives . . . . .	54	2
39.	Miners, Quarrymen and related workers, other . . . . .	208	20
40.	Convert orman . . . . .	306	31
41.	Furnace operatives . . . . .	186	58
42.	Furnace mistry, cupola . . . . .	635	313
43.	Heat treating furnace operator . . . . .	32	7
44.	Pouver . . . . .	134	23
45.	Moulder General . . . . .	1010	290
46.	Moulding and core making operatives . . . . .	173	39
47.	Electroplater . . . . .	31	1
48.	Galvanizer . . . . .	41	12
49.	Evaporator operator . . . . .	42	4
50.	Gasman, coke oven . . . . .	39	18
51.	Fabric preparation operatives . . . . .	73	34
52.	Hands spinner . . . . .	931	..

1	2	3	4
53.	Doffer spinning . . . . .	43	
54.	Winder textile . . . . .	48	..
55.	Reeler silk . . . . .	39	10
56.	Weaver powerloom . . . . .	90	15
57.	Weaver handloom . . . . .	319	18
58.	Fetler woollen textile . . . . .	302	91
59.	Flayer . . . . .	102	
60.	Lame pifman leather . . . . .	25	
61.	Leather carrier . . . . .	47	..
62.	Tailor General . . . . .	1084	69
63.	Button stitching machine operator . . . . .	67	3
64.	Upholstrer furniture . . . . .	30	..
65.	Shoemaker hand . . . . .	445	1
66.	Shoe repairer cobbler . . . . .	246	
67.	Gutter hand . . . . .	26	
68.	Carpenter General . . . . .	2052	326
69.	Carpenter construction . . . . .	115	5
70.	Pattern maker wood . . . . .	72	11
71.	Wafer baking machine operatives . . . . .	26	..
72.	Blacksmith . . . . .	694	169
73.	Hammerman . . . . .	152	68
74.	Smithy operatives . . . . .	30	4
75.	Marker metal . . . . .	69	4
76.	Tool makers . . . . .	34	3
77.	Machine tool setters other . . . . .	25	5
78.	Machinist General . . . . .	986	237
79.	Turner . . . . .	2384	352
80.	Shaper . . . . .	105	17
81.	Miller . . . . .	56	3

1	2	3	4
82.	Driller metal, General . . . . .	38	1
83.	Machine tool operator, other . . . . .	128	51
84.	Grinder General . . . . .	188	37
85.	Power press operator, metal . . . . .	33	3
86.	Mechanic precision instrument, general . . . . .	120	12
87.	Fitter general . . . . .	4112	927
88.	Fitter Bench . . . . .	1289	12
89.	Fitting assembling mechanic erecting operatives . . . . .	558	596
90.	Assembler automobile . . . . .	41	23
91.	Mechanic automobile . . . . .	2165	456
92.	Fitter automobile . . . . .	29	4
93.	Motor vehicle repairing operatives . . . . .	276	91
94.	Mechanic petrol engine . . . . .	108	47
95.	Mechanic diesel engine . . . . .	508	101
96.	Tractor mechanic . . . . .	219	29
97.	Mechanic maintenance (chemical plant) . . . . .	43	10
98.	Mechanic pump . . . . .	41	1
99.	Mechanic refrigeration and air-conditioning . . . . .	203	6
100.	Mechanic general and repairman . . . . .	169	5
101.	Overhauling repairing <sup>1</sup> . . . . .	877	183
102.	Electrician General . . . . .	1830	249
103.	Electrical fitter . . . . .	227	35
104.	Electricians and related workers . . . . .	195	67
105.	Form layer cable . . . . .	27	..
106.	Television installation man . . . . .	140	6
107.	Wireman light and power . . . . .	1497	223
108.	Electrician air-craft . . . . .	26	
109.	Electrician automobile . . . . .	66	10
110.	Electrical wiring operatives . . . . .	83	20
111.	Lineman, light and power . . . . .	35	32
112.	Lineman, telephone and telegraph . . . . .	47	3



1	2	3	4
113.	Lineman, cable jointing operatives . . . . .	178	32
114.	Cinematograph operator . . . . .	61	15
115.	Plumbers, General . . . . .	348	21
116.	Pipe fitter . . . . .	315	54
117.	Plumbing and pipe fitting operatives . . . . .	45	3
118.	Welder, Gas . . . . .	1303	265
119.	Welder, Electric . . . . .	1272	190
120.	Welder, Machine . . . . .	397	4
121.	Welding and flame cutting operatives . . . . .	49	51
122.	Sheet metal worker, general . . . . .	666	36
123.	Tinsmith . . . . .	26	..
124.	Sheet metal working operatives . . . . .	97	9
125.	Plater . . . . .	48	..
126.	Fitter, structural . . . . .	29	1
127.	Metal plate and structural operatives . . . . .	109	10
128.	Jewellers and precious metal workers . . . . .	87	3
129.	Tyre repairer . . . . .	30	1
130.	Tyre builder, vulcaniser & related workers . . . . .	53	111
131.	Job printer . . . . .	28	4
132.	Compositor, Hand . . . . .	361	24
133.	Pressman . . . . .	92	..
134.	Machine man, hand printing . . . . .	83	6
135.	Printing press operatives . . . . .	83	2
136.	Book Binder . . . . .	492	19
137.	Book binding operatives . . . . .	26	1
138.	Painter, Building . . . . .	69	1
139.	Painter, General . . . . .	195	4
140.	Painter, spray . . . . .	356	45
141.	Painter, sign or letter . . . . .	47	2
142.	Painter, brush . . . . .	29	..

1	2	3	4
143.	Furniture maker, cane . . . . .	29	1
144.	Caner . . . . .	58	4
145.	Work supervisor, construction . . . . .	85	10
146.	Stone Mason . . . . .	493	64
147.	Brick layer, construction . . . . .	421	35
148.	Brick layer, Refractory . . . . .	109	14
149.	Brick layer, stone mason and other . . . . .	91	4
150.	White washer . . . . .	47	
151.	Air Compressor operator . . . . .	73	22
152.	Electrical switch board operator . . . . .	30	2
153.	Pumpman . . . . .	450	62
154.	Stationary Engine and related equipment opr. . . . .	83	14
155.	Boiler, Tindal . . . . .	48	1
156.	Boilder, Attendant . . . . .	169	12
157.	Oiler and greaser stationary engine and machinery . . . . .	514	392
158.	Cleaner, motor vehicle. . . . .	329	19

## APPENDIX XIV

(vide para 8.43 of Report)

Statement showing the number of reserved vacancies notified to and filled by the Employment Exchanges in each State/Union Territory in respect of Scheduled Caste/Tribe applicants during the year 1973, 1974 and 1975

State/Union Territory	Number of vacancies Notified to Employment Exchanges in respect of all categories of applicants during the year 1973, 1974 & 1975						No. of reserved vacancies for Scheduled Tribe applicants			
	Central Govt.	Union Territory Admn.	State Govt.	Others	Total	No. of reserved vacancies for Sch. Caste applicants	Notified during the year	Filled during the year	Notified during the year	Filled during the year
	1	2	3	4	5	6	7	8	9	10
<b>STATES</b>										
1. Andhra Pradesh	.	4386		15482	19976	25894	1829	955	554	183
2. Assam	.	4039	..	2954	4561	11554	163	102	270	144
3. Bihar	.	9193		23399	29045	61637	700	170	694	180
4. Gujarat	.	3062		18310	19693	41065	593	275	314	239
5. Haryana	.	1949		43480	15354	60783	4941	2050	114	5
6. Himachal Pradesh	.	11854		7328	2255	21437	529	271	149	51
7. Jammu & Kashmir	.	1935		130	218	2283	60	26	13	..
8. Karnataka	.	4062		17086	10782	31930	9859	1821	1440	137

9. Kerala	1822	..	14884	5575	21681	1645	984	508	36
10. Madhya Pradesh	9638	..	37948	25358	72944	2018	972	2332	1193
11. Maharashtra	16820	.	27266	44317	88403	2093	954	1861	516
12. Manipur	321	.	2407	90	2818	95	50	420	219
13. Meghalaya	425	1	211	105	742	45	25	56	53
14. Orissa	1907	.	22442	11071	34820	1058	301	1314	321
15. Punjab	2436	.	51816	8754	69006	8035	3677	203	12
16. Rajasthan	2833	.	13602	13054	29489	1225	490	716	179
17. Tamil Nadu	5022	.	24377	26323	55722	5285	3009	447	89
18. Tripura	274	.	764	141	1179	9	..	3	2
19. Uttar Pradesh	9640	.	55988	48976	114604	2242	1072	446	57
20. West Bengal	9989	.	14094	26705	50788	1717	572	828	150
21. Chandigarh	998	.	1184	1760	5705	424	273	107	
22. Delhi	25315	.	154	13720	47918	2023	317	1110	55
23. Goa	1359	.	2922	858	5139	201	56	132	..
27. Lakshadweep	33	.	220	1	254	3	1	209	56
25. Mizoram	47	.	585	15	647				
26. Pondicherry	104	.	766	192	1062	81	27	9	
27. C.E.E.	5369	..	..	2595	7964	1351	54	893	16
All India Total.	134232	14986	894686	327494	42226	18504	15472	3953	

1 2 3 4 5 6 7 8 9 10

(1974)

STATES

1. Andhra Pradesh . . . . .	4324	15075	16846	36845	2310	1492	1168	342
2. Assam . . . . .	2289	2694	4526	9449	117	55	176	62
3. Bihar . . . . .	13593	7690	17089	38332	1473	210	1323	338
4. Gujarat . . . . .	2366	10443	15092	27901	494	323	501	204
5. Haryana . . . . .	1212	26337	14014	41563	2974	1651	77	6
6. Himachal Pradesh . . . . .	7542	5972	1547	15061	638	317	237	90
7. Jammu & Kashmir . . . . .	3003	66	127	3196	24	2	9	
8. Karnataka . . . . .	3021	8003	12661	23685	2873	1817	1114	230
9. Kerala . . . . .	2014	29074	4377	29465	2175	1205	619	240
10. Madhya Pradeshes . . . . .	6978	23554	25203	55735	1978	616	2630	762
11. Maharashtra . . . . .	12594	16965	42479	72038	2079	988	1920	759
12. Manipur . . . . .	299	1222	120	1650	50	25	287	233
13. Meghalaya . . . . .	522	254	122	898	21	4	50	13
14. Nagalandes . . . . .								
15. Orissa . . . . .	1466	20097	10065	30328	1287	673	1663	666

16. Punjab	.	.	1996	..	44374	7060	53970	5911	3050	604	319
17. Rajasthan	.	.	2402	..	14583	13756	30741	1463	763	722	330
18. Sikkim	.	.	.	.	.	.	.	.	.	.	.
19. Tamil Nadu	.	.	3717	.	19717	22398	45832	5147	3356	236	59
20. Tripura	.	.	215	.	837	151	1203	30	6	82	8
21. Uttar Pradesh	.	.	7778	.	34826	37063	79661	2896	1496	298	65
22. West Bengal	.	.	7795	.	4198	22979	34972	1434	583	657	175
<b>UNION TERRITORIES</b>											
1. Andaman & Nicobar*	.	.	.	.	.	.	.	.	.	.	.
2. Arunachal Pradesh*	.	.	.	.	.	.	.	.	.	.	.
3. Chandigarh	.	.	826	1470	45	1286	3627	274	146	91	2
4. Dadra & Nagar Haveli*	.	.	.	.	.	.	.	.	.	.	.
5. Delhi	.	.	10653	5744	254	7752	24403	1164	392	615	135
6. Goa	.	.	276	1812	..	1281	3369	89	92	280	..
7. Lakshadweep	.	.	12	127	..	1	140	..	..	..	..
8. Mijoram	.	.	21	267	..	..	288	..	..	..	..
9. Pondicherry	.	.	164	936	..	159	1259	199	72	47	..
10. Central Employment Exch.	.	.	4739	2	..	585	5326	549	109	622	52
<b>ALL INDIA TOTAL</b>	.	.	102357	10358	281074	278748	672537	36849	19445	16028	4938

NOTE: No Employment Exchange is functioning in these States/ Union Territories.

\*\*The Two Employment Exchanges in Nagaland have not yet started any registration work.

1 2 3 4 5 6 7 8 9 10

(1975)

STATES

1. Andhra Pradesh	4048	19662	23075	46085	2867	2247	1392	495
2. Assam	4135	3136	5854	13125	275	124	360	161
3. Bihar	18121	7293	16909	42323	2137	741	1784	548
4. Gujarat	2386	10101	14043	26530	386	180..	493	185
5. Haryana	1032	25484	17275	43791	4384	2332	78	2
6. Himachal Pradesh	5950	3404	2545	11899	776	317	292	82
7. Jammu & Kashmir	1628	129	251	2008	78	19	22	..
8. Karnataka	2603	9373	10615	22591	3257	2278	1022	208
9. Kerala	2337	23192	4900	30429	2182	1608	1544	307
10. Madhya Pradesh	7823	19854	28356	56033	2589	1186	3510	1527
11. Maharashtra	14030	11972	40738	66740	2910	979	1490	660
12. Manipur	127	759	31	917	26	11	212	44
13. Meghalaya	373	290	126	729	23	8	678	37
14. Nagaland**								
15. Orissa	1698	20605	13450	35753	1580	708	2001	766
16. Punjab	2496	33297	10377	46170	7832	4235	123	3
17. Rajasthan	1961	16804	13620	32383	1489	834	1061	418
18. Sikkim*								

19. Tamilnadu . . . . .	5421	22886	28747	57054	5096	3527	253	59
20. Tripura . . . . .	379	765	103	1157	21	39	187	34
21. Uttar Pradesh . . . . .	7528	22116	31304	60948	2788	1522	317	36
22. West Bengal . . . . .	6402	3230	21016	30648	1548	939	731	274
<b>UNION TERRITORIES</b>								
1. Andaman & Nicobar Islands@ . . . . .	49	45	1	95	..	..	..	..
2. Arunachal Pradesh*								
3. Chandigarh . . . . .	597	1238	1094	2941	272	103	89	6
4. Dadra & Nagar Haveli*								
5. Delhi . . . . .	24424	4737	589	9126	38876	1756	464	907
6. Goa . . . . .	456	1361	1795	3612	37	34	313	..
7. Lakshdweep . . . . .	12	179	..	191	1	..	43	158
8. Mizoram . . . . .	111	324	..	435	..	..	51	..
9. Pondicherry . . . . .	149	622	166	937	149	83	23	..
10. Central Employment Exchange . . . . .	5868	25	5	1316	7214	1194	167	34
<b>ALL INDIA TOTAL :</b>	122144	8531	254106	296833	681614	45593	24703	19662

## NOTE :

- \*No Employment Exchange is functioning in these States/Union Territories.
- Excludes figures for University Employment Information and Guidance Bureaux except for two in Delhi ( Delhi and Jamia Millia Universities).
- \*\*The two Employment Exchanges in Nagaland had not started registration work upto December, 1975.
- All the job-seekers registered with the Employment Exchanges are not necessarily unemployed.
- The data relating to Scheduled Caste and Scheduled Tribe job-seekers registered with the Employment Exchanges are being collected at half-yearly in June and December.
- @The Employment Exchange at Port-Blair started functioning in September, 1975.



## APPENDIX XV

(Vide para 8.44 of Report)

Statement showing the action taken on the Recommendations made at the Seminar on Promoting and Placement of the Weaker Sections including Scheduled Castes/Scheduled Tribes held in February, 1974 under the Chairmanship of Director General of Employment and Training.

<i>Recommendation No.</i>	<i>Action Taken</i>
(i) There are certain categories of posts, especially of the white collar category, which are common to various departments and undertakings. It is often found that individual offices or undertakings have difficulty in finding suitable Scheduled Caste/Scheduled Tribe applicants. In order to meet such shortages, a central agency should be established for selecting suitable persons of various categories and nominating them to the employers concerned it should be adequate to nominate only one person against one vacancy in these cases.	This was referred to the Department of Personnel and a similar suggestion also came up for discussion in the meeting of the High Powered Committee held on 9-4-1974 under the Chairmanship of the Prime Minister to review the representation of Scheduled Castes and Scheduled Tribes in services which <i>inter-alia</i> made the following recommendation:—  “The existing system according to which roster for reservation were required to be maintained by the appointing authorities concerned need not be changed.....”
(ii) Employing establishments should be given the authority to reduce or remove the conditions regarding experience, when fully qualified candidates are not available.	This being a policy matter within the purview of Department of Personnel and Administrative Reforms, the recommendation was forwarded to the Department of Personnel and Administrative Reforms, who have since issued the necessary instructions. (Copy enclosed—Annexure.)
(iii) In cases where Scheduled Caste/Scheduled Tribe applicants with the prescribed experience were not available the conditions regarding experience should be relaxed. Applicants who are otherwise qualified should be selected and in-service training arranged for them. If the employers could not make those arrangements for in-service training, the Directorate General of Employment and Training may be approached for organising necessary apprenticeship training.	(iii) & (iv) : The matter was referred to the Department of Personnel who have informed that on the question of in-service training to Scheduled Caste/Scheduled Tribe candidates recruited by relaxing the qualifications regarding experience, the Ministers/Departments (whose views were obtained earlier on the question of extension of probationary period in the case of such candidates) have in almost all cases not considered it necessary to extend the probationary period. The provision of any in-service training to such candidates recruited after relaxing the experience, qualifications, therefore, does not appear necessary. Regarding apprenticeship training in the case of employers do not make the arrangements for in-service training, it may be pointed out that reservation for Scheduled Castes/Scheduled Tribes has since been provided in the Rules framed under the Apprentices Act.
(iv) In order to accommodate persons who are selected in the relaxation of experience and posted for in-service training supplementary posts may be created. These posts may be abolished on completion of the training.	
(v) In view of the fact that the implementation of the constitutional provisions regarding reservation of vacancies are not fully implemented, it may be necessary to impose a system of penalties on defaulting employers. One suggestion	Regarding imposition of penalties on defaulting employers a similar suggestion also made by the Commissioner for Scheduled Castes/Scheduled Tribes was discussed in the meeting of the High Power Committee held on 9th April, 1974 under the Chair-

*Recommendation No.**Action taken*

in this context was that if any employer was unable to fill a reserved vacancy within a specified duration, it should be left to a specific agency like Personnel Department or Bureau of Public Enterprises to nominate a person of their choice to fill the vacancy mandatorily.

manship of Prime Minister to review the representation of Scheduled Castes and Scheduled Tribes in services. The Committee agreed that there was no need to issue further instructions in this regard in the light of instructions already issued on the subject by the Department of Personnel and Administrative Reforms. If, however, there were any glaring instances of discrimination or deliberate infraction of the orders relating to reservation and concessions in favour of Scheduled Caste and Scheduled Tribe employees in any office/establishment, they could be brought to the notice of the appropriate authorities for suitable action. As regards the latter part of the recommendation namely nominations of reserved community candidates by the Department of Personnel or Bureau of Public Enterprises against reserved vacancies, the Department or Personnel, to whom the matter was referred informed that there is no such agency for this purpose in the Department of Personnel or Bureau of Public Enterprises. The appointing authorities are different in each case and any arbitrary nomination by the Department of Personnel/Bureau of Public Enterprises may not, therefore, be appropriate.

- (vi) As all States have adequate Scheduled Caste/Scheduled Tribe population from among whom reserved vacancies could be suitably filled especially in Class III and Class IV categories it should not normally be necessary for employers in any State to get Scheduled Caste/Scheduled Tribe applicants from other States to fill vacancies.
- The observations were circulated for information and necessary action to all the Attached and Subordinate Offices of the Directorate General of Employment and Training as well as to the Coaching-cum Guidance Centres for Scheduled Castes and Scheduled Tribes.
- (vii) In cases where Trade Unions objected to recruitment of Scheduled Caste/Scheduled Tribe applicants even though such recruitment may be in pursuance of constitutional provisions the Unions should be advised of the provisions of the Constitution and agreements secured for safeguarding rights of the Weaker Sections.
- The Ministry of Labour (main Secretariat) have noted the recommendation. No such instance has, however, been brought to their notice.
- (viii) In order to enhance the employability of Scheduled Caste/Scheduled Tribe applicants who enter the labour market, more attention should be paid to their coaching while still in school.
- This was referred to the Ministry of Education who is concerned with the subject. The Ministry of Education informed that the posts are reserved for Scheduled Caste/Scheduled Tribe candidates and they do not have to compete with others. If the intention is that the weaker students belonging to Scheduled Castes and Scheduled Tribes should be helped to pass examinations through extra coaching, such arrangements already exist in many States.

**ANNEXURE**

**COPY**

**No. 27/10/71-Estt (CST)**

**Government of India/Bharat Sarkar**

**CABINET SECRETARIAT/MANTRIMANDAL SACHIVALAYA**

**Department of Personnel and Administrative Reforms**

**(Karmik aur Prashasanik Sudhar Vibhag)**

**New Delhi, the 5th September, 1975.**

**OFFICE MEMORANDUM**

**SUBJECT:** Requirement regarding experience in a particular field or post—Question of relaxation in the case of Scheduled Castes/Scheduled Tribes candidates.

In this Department's Office Memorandum No. 17/10/71-Estt. (CST) dated the 28th August, 1971, views of the Ministries/Departments were invited on the question of relaxation of the requirement regarding experience in a particular field or post for recruitment to posts/services under the Government in the case of Scheduled Castes/Scheduled Tribes candidates. This matter has been carefully considered in the light of the views of the Ministries/Departments, and in consultation with the Union Public Service Commission. It has now been decided that where some period of experience is prescribed as an essential qualification for direct recruitment to a post, and where, in the opinion of the Ministry/Department concerned, the relaxation of the experience, qualification will not be inconsistent with efficiency, a provision should be inserted under the 'Essential' qualification in column 7 of the Schedule to the relevant Recruitment Rules, as indicated at (a) or (b) below, to enable the UPSC/competent authority to relax the 'experience' qualification in the case of Scheduled Castes/Scheduled Tribes candidates in the circumstances mentioned in the provisions:—

- (a) Where the post is filled by direct recruitment through the Union Public Service Commission the provision to be inserted will be:—

"The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission in

the case of candidates belonging to the Scheduled Castes or Scheduled Tribes, if at any stage of selection, the Union Public Service Commission 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."

- (b) Where the post is filled by direct recruitment otherwise than through the UPSC, the provision to be inserted will be:—

"The qualification regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to the Scheduled Castes or 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."

2. The Ministry of Finance, etc. are accordingly requested to review the Recruitment Rules of all the posts of Class I, Class II, Class III and Class IV under them, and to make suitable provision, wherever necessary, in the Recruitment Rules as mentioned in the preceding paragraph.

3. When any vacancies reserved for Scheduled Castes and Scheduled Tribes are advertised or intimated to the Employment Exchange it should be specifically mentioned in the advertisement/requisition that the period of experience prescribed is relaxable, at the discretion of the UPSC or the competent authority, as the case may be, in the case of Scheduled Castes/Tribes candidates as provided in the Recruitment Rules. This is intended to ensure that the aspirants who may fall slightly short of the requisite experience come to know about the possibility of relaxation in their regard.

4. Ministry of Finance, etc. are requested to bring the above instructions to the notice of all concerned.

Sd/-

(J. S. AHLUWALLIA)

*Under Secy. to the Government of India.*

To

All Ministries/Departments. etc. of the Government of India.

## APPENDIX XVI

(Vide para 8.65 of Report)

### *Brief note on the Pilot Coaching Scheme for Scheduled Castes and Scheduled Tribes.*

On completion of the Pilot Coaching Scheme for Scheduled Castes/Scheduled Tribe applicants in 1974, the Planning Commission was approached for allocation of funds for the continuance of the Scheme in the year 1974-75. The Commission informed that no assistance would be provided to the Ministries after March, 1974 for the Schemes covered under 'Half a Million-Jobs Programme'. The Planning Commission had, however, no objection to the continuation of the Scheme in its next Phase provided funds for operating the same were found by the Ministry of Labour from their own budgetary resources. Accordingly, necessary provision was made out of the savings from the budgetary grant of DGET for the Second Phase of the Coaching Scheme (1974-75).

On the basis of the experience gained during the first Phase, the Course content of the Second Phase of the Scheme was enlarged to include type-writing and the duration of the Course was extended from 6 to 9 months. In view of the rising cost and the poor economic conditions of the beneficiaries, the rate of stipend was raised from Rs. 50 to Rs. 75. In the Second Phase, which was launched in November, 1974 in Delhi and Ghaziabad (U.P.), a provision of 500 training places was made. Training classes under the Scheme were held in 10 Educational Institutions in Delhi and one in Ghaziabad.

On completion of the Second Phase of the Coaching Scheme (1974-75), at the instance of the Ministry of Finance (L & R Division), DGET approached the Ministry of Home Affairs, who are directly concerned with the welfare and Coaching Schemes for Scheduled Caste/Scheduled Tribe applicants with a request to indicate whether that Ministry would like to take over the Scheme for future implementation. Ministry of Home Affairs suggested that as the benefits of the Scheme accrue mainly to the Scheduled Caste/Scheduled Tribe job-seekers registered with the Employment Exchange the DGET may continue to implement the Scheme

as hitherto. The Ministry of Home Affairs, however, agreed to provide necessary funds for the same. Accordingly, the DGET formulated proposals for the continuation of the Scheme in its Third Phase for consideration and approval of the Ministry of Home Affairs. A provision of Rs. 5.85 lakhs for 500 training places has been made for the Third Phase by the Ministry of Home Affairs.

Soon after the receipt of the approval of the Ministry of Home Affairs, the Third Phase of the Coaching Scheme has been started with effect from 1st August, 1976. Under the Scheme, coaching is provided in 10 Educational Institutions in Delhi and one in Ghaziabad for a period of 9 months. The course contents of the Scheme comprise Basic English, General Knowledge, Elementary Arithmetic, Office Procedure, and type-writing. The Educational Institutions have also been requested to provide for coaching in stenography, wherever possible, to the willing candidates. During the coaching period, each trainee will be paid a stipend at the rate of Rs. 75 per month and charges for learning type-writing at the rate of Rs. 10 per month. Besides a sum at the rate of Rs. 75 per trainee for the whole Session has been provided for the books/stationery required by the trainees. Institutions will be paid coaching charges at the rate of Rs. 20 per trainee per month. In the case of those Institutions, which arrange for coaching in stenography in addition to the other subjects, coaching charges will be paid at the rate of Rs. 25 per trainee, per month.

## APPENDIX XVII

(Vide Para 9.1 of Report)

Statement showing reservation of training places in each designated trade for Scheduled Castes and Scheduled Tribes on the basis of their population in each State.

Sl. No.	Name of State	Ratio of Scheduled Castes apprentices to the total apprentices	Ratio of Scheduled Tribes apprentices to the total apprentices
1	2	3	4
1.	Andhra Pradesh . . . . .	1 : 8	1 : 20
2.	Assam . . . . .	1 : 17	1 : 9
3.	Bihar . . . . .	1 : 7	1 : 11
4.	Gujarat . . . . .	1 : 14	1 : 7
5.	Haryana . . . . .	1 : 5	1 : 20
6.	Himachal Pradesh . . . . .	1 : 5	1 : 20
7.	Jammu and Kashmir . . . . .	1 : 12	1 : 20
8.	Karnataka . . . . .	1 : 8	1 : 20
9.	Kerala . . . . .	1 : 14	1 : 20
10.	Madhya Pradesh . . . . .	1 : 8	1 : 5
11.	Maharashtra . . . . .	4 : 17	1 : 17
12.	Manipur . . . . .	1 : 50	1 : 3
13.	Meghalaya . . . . .	1 : 100	1 : 2
14.	Nagaland . . . . .	..	1 : 2
15.	Orissa . . . . .	1 : 7	1 : 4
16.	Punjab . . . . .	1 : 4	1 : 20
17.	Rajasthan . . . . .	1 : 6	1 : 8
18.	Tamil Nadu . . . . .	1 : 6	1 : 20
19.	Tripura . . . . .	1 : 8	1 : 3
20.	Uttar Pradesh . . . . .	1 : 5	1 : 20
21.	West Bengal . . . . .	1 : 5	1 : 17

1	2	3	4
22.	Andaman and Nicobar Islands . . . . .	..	1 : 6
23.	Arunachal Pradesh . . . . .	..	1 : 2
24.	Chandigarh . . . . .	1 : 8	1 : 30
25.	Dadra and Nagar Haveli . . . . .	1 : 50	4 : 2
26.	Delhi . . . . .	1 : 6	1 : 13
27.	Goa, Daman and Diu . . . . .	1 : 50	1 : 20
28.	Lakshdweep . . . . .	..	1 : 2
29.	Mizoram . . . . .	..	1 : 2
30.	Pondicherry . . . . .	1 : 6	1 : 20



**APPENDIX XVIII**

(Vide Para 9·5 of Report)

Statement showing the number of seats reserved for Scheduled Castes and Scheduled Tribes and the number of Scheduled Castes and Scheduled Tribes actually engaged in each State/Union Territory/Administration as on 30-6-1976.

Sl. No.	Name of the State/Region	No. of Scheduled Castes apprentices	No. of Scheduled Tribes apprentices	No. of Scheduled Castes to be engaged as per prescribed ratio	No. of Scheduled Tribes to be engaged as per prescribed ratio
1	2	3	4	5	6
1.	Andhra Pradesh . . . . .	424	48	627	251
2.	Assam . . . . .	136	86	60	114
3.	Bihar . . . . .	318	206	829	527
4.	Chandigarh . . . . .	25	1	27	11
5.	Delhi . . . . .	183	—	600	277
6.	Goa . . . . .	5	..	6	14
7.	Gujarat . . . . .	182	73	498	996
8.	Haryana . . . . .	192	9	760	190
9.	Himachal Pradesh . . . . .	77	5	116	29
10.	Jammu and Kashmir . . . . .	10	—	34	20
11.	Karnataka . . . . .	197	27	756	303
12.	Kerala . . . . .	206	5	374	206
13.	Madhya Pradesh . . . . .	342	211	290	464
14.	Maharashtra . . . . .	1,064	293	730	730
15.	Orissa . . . . .	169	181	380	665
16.	Pondicherry . . . . .	42	—	51	15
17.	Punjab . . . . .	181	5	526	105
18.	Rajasthan . . . . .	81	9	333	250
19.	Tamil Nadu . . . . .	1,462	3	1,434	430
20.	Uttar Pradesh . . . . .	1,136	62	2,102	526
21.	West Bengal . . . . .	487	112	2,066	608

1	2	3	4	5	6
22.	Meghalaya . . . .	1	18	1	6
23.	Tripura . . . .	6	2	13	35
Total State/Private Sector Es- tablishments. . . .		6,925	1,356	12,613	6,832
CENTRAL SECTOR ESTTS:					
1.	Eastern Region . . . .	1,890	1,109	1,957	835
2.	Northern Region . . . .	1,263	159	958	475
3.	Southern Region . . . .	1,477	100	1,290	130
4.	Western Region . . . .	1,179	569	705	41
Total Central Sector Establish- ments . . . .		5,809	1,937	4,910	1,848
GRAND TOTAL . . . .		12,734	3,293	17,523	8,680

**APPENDIX XIX**

(Vide para 10·1 of Report)

List of engineering and non-engineering trades together with period of training in respect of Craftsmen Training Scheme

Sl. No.	Name of the trade	Duration
<i>A. Engineering Trades</i>		
I		
1.	Blacksmith . . . . .	1 year
2.	Welder (Gas and Electric) . . . . .	1 year
3.	Sheet Metal Worker . . . . .	1 year
4.	Moulder . . . . .	1 year
5.	Carpenter . . . . .	1 year
@6.	Mechanic (Motor Vehicle) . . . . .	1 year
7.	Mechanic (Tractor) . . . . .	1 year
8.	Mechanic (Diesel) . . . . .	1 year
9.	Upholstery . . . . .	1 year
10.	Plumber . . . . .	1 year
11.	Painter . . . . .	1 year
12.	Wireman . . . . .	2 years
13.	Building Constructor. . . . .	2 years
14.	Pattern Maker . . . . .	2 years
II		
15.	Fitter . . . . .	2 years.
16.	Turner . . . . .	2 years
17.	Machinist (Grinder) . . . . .	2 years
18.	Machinist . . . . .	2 years
III		
19.	Millwright/Maintenance Mechnnic . . . . .	2 years
IV		
20.	Tool and Die Maker . . . . .	2 years

Sl. No.	Name of the trade	Duration
V		
21.	Watch and Clock Maker . . . . .	2 years
VI		
22.	Electroplator . . . . .	2 years
VII		
23.	Electrician . . . . .	2 years
24.	Instrument Mechanic . . . . .	2 years
@25.	Refrigeration and Air-Conditioning Mechanic . . . . .	1 year
VIII		
26.	Draughtsmen (Mechanical) . . . . .	2 years
27.	Wireless operator . . . . .	1 year
28.	Surveyor . . . . .	2 years
29.	Draughtsman (Civil) . . . . .	2 years
30.	Mechanic (Radio and T.V.) . . . . .	2 years
31.	Electronics . . . . .	2 years
<i>B. Non-Engineering Trades</i>		
1.	Bleaching, Dying & Calico Printing . . . . .	1 year
2.	Book Binding . . . . .	1 year
3.	Cane, Willow & Bamboo work . . . . .	1 year
4.	Cutting and Tailoring] . . . . .	1 year
5.	Embroidery and Needle Work . . . . .	1 year
6.	Hand Composition and Proof Reading . . . . .	1 year
7.	Hand Weaving of Fancy and Furnishing Fabrics . . . . .	1 year
8.	Hand Weaving of Newar, Tase, Durries and Carpets . . . . .	1 year
9.	Hand Weaving of Woollen Fabrics . . . . .	1 year
10.	Knitting with Hand & Machine . . . . .	1 year
11.	Manufacture of Footwear . . . . .	1 year
12.	Manufacture of Household Utensils . . . . .	1 year
13.	Manufacture of Sports goods (Leather) . . . . .	1 year
14.	Manufacture of Sports goods (Misc.) . . . . .	1 year

S. No.	Name of the Trade	Duration
15.	Manufacture of Sports goods (Wood)	1 year
16.	Manufacture of suitcases and other Leather goods	1 year
17.	Preservation of fruits and vegetables	1 year
18.	Printing Machine Operator	1 year
19.	Weaving of Silk and Woollen Fabrics	1 year
20.	Stenography (English)	1 year
21.	Stenography (Hindi)	1 year

NOTE \*Started from August, 1975.

@The period of training for the trades of 'Mechanic (Motor vehicle)' and 'Refrigeration and Air-conditioning Mechanic' has been increased from one year to two years from August, 1975.

## APPENDIX XX

(Vide para 10.2 of Report)

### **Functions of the National Council for Training in Vocational Trades.**

1. Establish and award National Trades Certificates in Engineering, Building, Textile and Leather trade and such other trades as may be brought within its scope by the Government of India.
2. Prescribe standards in respect of syllabii, equipment, scale of accommodation, duration of courses and methods of training;
3. Affiliate examining bodies with a view to bringing them within the scheme of the Award of National Certificates and lay down the standards of proficiency required for a pass in the examination leading to the award of such certificates;
4. Arrange for *ad-hoc* or periodical inspections of training institutions in the country to ensure that standards prescribed by the Council are being followed;
5. Recognise training institutions run by Government or by private agencies for purpose of the grant of National Trade Certificates and lay down conditions for such recognition;
6. Co-opt, if necessary any person or persons to advise the Council in connection with its work;
7. Prescribe qualifications for the technical staff of training institutions;
8. Prescribe the standards and conditions of eligibility for the award of National Trades Certificates;
9. Generally control the conditions for the award of National Trades Certificates;
10. Recommend the provision of additional training facilities, wherever necessary, and render such assistance in the setting up of additional training institutions or in the organisation of additional training programmes as may be possible;
11. Advise the Central Government regarding distribution to State Governments of the contribution of the Government of India towards expenditure on Craftsmen Training Schemes; and
12. Perform such other functions as may be entrusted to it by the Government of India.

## APPENDIX XXI

(Vide para 10.2 of Report)

List of the Members of the National Council for Training in Vocational Trades (Corrected as on 14-9-1976).

1. The Minister of Labour, New Delhi—*Chairman*
2. Deputy Minister of Labour,  
Ministry of Labour,  
New Delhi.
3. Secretary to the Government of India,  
Ministry of Labour,  
New Delhi.
4. Director General of Employment and Training and  
Joint Secretary to the Government of India,  
Ministry of Labour,  
New Delhi.
5. Director of Training, *Member Secretary*  
D.G.E.T., Ministry of Labour,  
New Delhi.
6. Director of Employment Exchanges,  
(D.G.E.T.) Ministry of Labour,  
New Delhi.
7. Brig. G. R. Chainani,  
Director General Factory Advice Services and  
Labour Institutes, Central Labour Institute,  
Sion-Bombay-400022.
8. Shri S. Raghavan,  
Executive Engineer (Mech.),  
Ministry of Shipping and Transport,  
Transport Wing, Transport Bhavan, New Delhi.
9. Shri J. S. Grover, Director Tele-Com. Training,  
P & T Board, Dak-Tar Bhavan, Parliament Street,  
New Delhi-110001.

10. **Shri U. C. Banerjee, Deputy Director of Engineering**  
**Indian Air Lines Hqrs., Airlines House,**  
**New Delhi-110001.**
11. **Shri S. K. Bose,**  
**Mining Adviser, Department of Mines,**  
**Room No. 233 'A' Wing, Shastri Bhavan,**  
**New Delhi-110001.**
12. **Shri R. Krishna Swamy, Deputy Secretary,**  
**Ministry of Industry and Civil Supplies,**  
**Udyog Bhavan, New Delhi.**
13. **Shri K. C. Sharma,**  
**Chairman and Managing Director,**  
**Fertilizer Corporation of India Ltd., F.43, South**  
**Extension Area, Part-I, New Delhi-110049.**
14. **Shri B. N. Bhatnagari,**  
**Director, Office of the Development Commissioner,**  
**(Small Scale Industries) Ministry of Industry and**  
**Civil Supplies, Nirman Bhavan (South Wing),**  
**7th Floor, New Delhi.**
15. **Shri S. C. Kapoor,**  
**Superintending Engineer (Training),**  
**C.P.W.D., New Delhi.**
16. **Col. A. Rattan,**  
**Director of Technical Training,**  
**Room No. 92, B. Block, Army Hqrs.,**  
**G.S. Branch, New Delhi.**
17. **Shri S. C. Bhatnagar,**  
**Deputy Secretary (L & R) and Deputy Financial**  
**Adviser, Ministry of Finance, Jaisalmer House,**  
**Man Singh Road, New Delhi.**
18. **Shri V. R. Reddy,**  
**Deputy Educational Adviser (Tech.),**  
**Ministry of Education, Department of Education,**  
**New Delhi-110001.**
19. **Shri C. B. Lal,**  
**Director (Mech. Engg.),**  
**Railway Bhawan, New Delhi.**



20. Shri J. S. Naphrey,  
Director (TM & S), C.W. & P.C. Water Wing,  
Department of Irrigation,  
Bikaner House, New Delhi.
21. Dr. P. K. Kymal,  
Executive Director,  
Food and Nutrition Board,  
Ministry of Agriculture,  
Department of Food, New Delhi.
22. Shri K. V. Iyer, Director and Adviser,  
(Employment, Manpower Planning and Labour),  
Planning Commission, New Delhi.
23. Shri R. N. Singh,  
Development Officer, (Industrial Machinery),  
Directorate General of Technical,  
Development, New Delhi.
24. Shri S. Sarthy,  
Joint Director of Printing,  
Directorate of Printing,  
Ministry of Works and Housing,  
New Delhi.
25. Dr. K. K. Damodran,  
Head Training Division, Laboratories,  
3rd Floor, Bhabha Atomic Research Centre,  
North Site, Bombay.
26. Textile Commissioner (or his nominee),  
Ministry of Commerce, Post Bag No. 11500,  
Bombay-400020.
27. Shri V. S. Gupta,  
Asstt. Supdt. of Training,  
Bhilai Steel Plant,  
Bhilai Technical Institute,  
P.O. Bhilai (Madhya Pradesh).  
  
*State Directors:*
28. Director of Employment and Training,  
Government of Andhra Pradesh, Hyderabad-500004.

29. Director of Employment and Craftsmen Training,  
Government of Assam, Silphukhuri,  
Gauhati-781003.
30. Director of Employment and Training,  
New Secretariat, Bihar, Patna-800001.
31. Director of Manpower, Employment and Training,  
Government Polytechnic Compound, Gujarat,  
Almedabad-380015.
32. Director of Industrial Training,  
Government of Haryana, 30, Bay Building,  
Sector-17, Chandigarh-160017.
33. Director of Employment and Training,  
Government of Himachal Pradesh, Ellersite Ville,  
Simla-171004.
34. Director of Industrial Training and Employment,  
New Secretariat, Government of Jammu and Kashmir,  
Jammu/Srinagar-190001.
35. Director of Employment and Training,  
Government of Kerala, Thycaud,  
Trivandrum-695001.
36. Director of Employment and Training,  
Govind Bhavan, Government of Madhya Pradesh,  
Jabalpur-482001.
37. Director of Technical Education,  
Government of Maharashtra, 3, Mahapalika Marg,  
Bombay-40001.
38. Director of Employment and Training,  
Government of Manipur, Lamphelpat,  
Imphal-796001.
39. Director of Employment and Training,  
Government of Karnataka, 5, Infantry Road,  
Bangalore-560001.
40. Director of Education,  
Government of Nagaland, Kohima-797001.

41. Addl. Director of Industries (Training),  
Government of Orissa, Cuttack-753001.
42. Director of Industries and Industrial Training,  
Government of Punjab, Chandigarh-160017.
43. Director of Technical Education (I.T.I. Wing),  
Government of Rajasthan, Jodhpur.
44. Director of Employment and Training,  
Government of Tamil Nadu, Chepauk,  
Madras-600005.
45. Director of Industries, Government of Tripura,  
Agartala-799801.
46. Director of Training and Employment,  
Government of Uttar Pradesh.  
Guru Govind Singh Marg, Lucknow-226001.
47. Addl. Director of Industries (Training),  
Government of West Bengal,  
67, Bentinck Street,  
Calcutta-700001.
48. Director of Employment and Craftsmen Training,  
Government of Maghalaya, Shillong-793001.
49. Director of Technical Education,  
Union Territory of Chandigarh, Sector-9,  
Chandigarh.
50. Director of Training and Technical Education,  
Rouse Avenue, New Delhi.
51. Labour Commissioner,  
Government of Goa, Daman & Diu,  
Panaji-403001.
52. Director and Secretary Education,  
Government of Mizoram, Aijal-793001.
53. Commissioner of Labour and Director of  
Employment and Training,  
Pondicherry-605005.

54. Under Secretary (Law/Judl. and Lab.),  
Arunachal Pradesh Administration,  
Itanagar.

*Representatives of Employers Organisations*

55. Shri G. G. Kripalani, General Manager,  
Textile Division (N.P.O.) Delhi Cloth and  
General Mills Co., Ltd.,  
Bara Hindu Rao, Delhi-110006. **AI:O:B**
56. Shri R. N. Kini, Training and Selection Manager,  
Voltas Limited, Strand House, Graham Road;  
Ballard Estate, Bombay-400001. **E.F.I.**
57. Shri K. K. Somani,  
"Shri Nivas House", Hazarimal Somani Marg,  
(Waudby Road), Bombay. **AIMO**
58. Shri L. N. Ghirnikar, Training Manager,  
International Tractor Co. of India Ltd.,  
Akurli Road, Kandiseli (East),  
Bombay-400067.
59. Shri S. D. Bhasin,  
Managing Director, The A.P.V.  
Engineering Co., 2, Jessore Road,  
Dum Dum, Calcutta-700001. **I.I.C.E.**

*Representatives of Workers Organisations*

60. Shri S. M. Narayanan,  
General Secretary,  
Madras Port and Dock Workers' Congress,  
11, Philips Street, Madras-600001. **I.N.T.U.C.**
61. Shri Satyapal Misra,  
Secretary, I.N.T.U.C., Bihar Branch,  
L F 12, Srikrishnapuri Boring Road,  
Patna-800013.
62. Shri Chimanbhai Mehta,  
General Secretary,  
I.N.T.U.C., Gujarat Branch,  
'FIRDAUS' Flats cellar, Khanpur,  
Ahmedabad-380001. **I.N.T.U.C.**

63. Shri Vimal Mehrotra, H.M.S.  
 General Secretary,  
 Hind Mazdoor Sabha,  
 (U.P. State Council), 25-B, Sarvodaya Nagar,  
 Kanpur (U.P.)-208001.
64. Shri Krishnan N. Aiyar, A.I.T.U.  
 Secretary, Engineering and Metal Workers Union  
 A-3/9, Chittaranjan Nagar,  
 Rajawadi, Ghatkopar, Bombay-400077.
- Representatives of Professional and Learned Bodies  
 and Experts* . . . . .
65. Director, International Labour Organisation, I.L.O.  
 Area-Office, 7, Sardar Patel Marg;  
 New Delhi-110021.
66. Shri G. N. Advani, I.E.I.  
 The Institute of Production Engineers,  
 C/o Hindustan Precision Tools,  
 6-Russel Street, Calcutta-700071.
67. Shri R. N. Joshi, I.E.I.  
 Flat No. 151-14th Road,  
 Chambur, Bombay-400071.
68. Shri D. R. Gupta, Principal, L.S.T.E.  
 Thapar Polytechnic, Patiala.
69. Chief (Manpower) Council of C.S.I.R.  
 Scientific and Industrial Research,  
 Rafi Marg, New Delhi.
70. Smt. Primla Loomba, Assistant Secretary, A.I.W.C.  
 National Federation of Indian Women,  
 1002, Ansal Bhavan, 16, Kasturba Gandhi Marg,  
 New Delhi-110001.
71. Dr. L. S. Chandrakant, Director, A.I.C.T.E.  
 Institute of Applied Manpower,  
 Research, Indraprastha Estate,  
 Ring Road, New Delhi.

72. **Shri Y. S. Venkateswaran,** **I.S.I.**  
**Dy. Director General,**  
**Indian Standards Institution,**  
**Manak Bhavan, 9, Bahadur Shah Zafar Marg,**  
**New Delhi-110001.**
73. **Shri A. S. Lall,** **Expert**  
**C/o Dr. J. S. Lall,**  
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**Bangalore-560038.**

**APPENDIX XXI**

(Vide para 10.6 of Report).

**Statement showing total intake of students in Training Institutes during the years 1973-74, 1974-75 and 1975-76 and the strength of Scheduled Castes and Scheduled Tribes among them.**

Institute	No. of candidates for admission		How many out of private candidates				Number admitted				No. dropped out and got employment**					
	Total	SC	ST	State		Private		Total	SC	ST	Oth-ers.	Total	SC	ST		
				SC	ST	SC	ST									
	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
				Total		Total										

**Central Training Institute for Instructors.**

1973-74	484	2401	88	12			386	386	40	1	425	466	9	4	32	1
1974-75	554	2460	58	4	2		321	323	99	4	792	895	3		28	1
1975-76	344	2926	75	3	2		255	257	32		554	586	17			7

**Model Training Institutes**

1973-74	429	9492	965	33			176	176	156		982	1138	43		109	2
1974-75	565	9824	1088	36			217	217	178	6	1144	1328	31	2	146	4
1975-76	458	13628	1089	61			190	190	196	5	1190	1271	65			1

*Advanced Institutes*

(1973-74)

•ATI Madras	423	23	423	423	23	23	..
•FTA Bangalore	165	52	155	155	36	36	..

Training course started from 1976.

•CSTARI Calcutta

1974-75

•ATI Madras	516	48	516	516	48	48	..
•FTI Bangalore	274	35	269	269	26	26	..

•ATI Hyderabad Training Course started from 1976.

•CASFARI Calcutta

1975-76

•ATI Madras	365	100	358	358	64	64	..
•FTI Bangalore	252	20	252	252	13	13	..
•ATI Hyderabad	95	26	1	40	41	8	8
•CSTARI Calcutta	115		115	115			..

•Most of the candidates with required qualifications are sponsored by Govt. and industries etc.

•The number who got employment is not available. Although efforts were made but due to lack of response from trainees it has not been possible to get complete information.



**APPENDIX XXIII**

(Vide para 11.3 of Report)

Statement showing State-wise amounts sanctioned, Central assistance released, amount actually utilised, and number of persons belonging to Scheduled Castes/Scheduled Tribes benefited under the Half-a-Million jobs Programme, launched by Planning Commission (Rs. in lakhs)

State/Union Territory	Ceiling amount sanctioned	Central assistance released on the basis of Schemes taken up for implementation	Expenditure incurred as per latest reports in hand	Number of Scheduled Caste/Scheduled-Tribe candidates-benefited*
1	2	3	4	5
1. Andhra Pradesh . . . . .	600.00	417.33	417.33	4904
2. Assam . . . . .	150.00	74.68	65.00	N.A.
3. Bihar . . . . .	850.00	408.75	230.75	396
4. Gujarat . . . . .	350.00	320.28	281.15	344
5. Haryana . . . . .	175.00	144.29	109.01	989
6. Himachal Pradesh . . . . .	60.00	13.77	5.10	N.A.
7. Jammu & Kashmir . . . . .	75.00	89.33	89.32	N.A.
8. Karnataka . . . . .	500.00	260.38	178.52	633
9. Kerala . . . . .	700.00	338.67	299.57	863
10. Madhya Pradesh . . . . .	530.00	123.57	111.57	2076
11. Maharashtra . . . . .	800.00	379.92	365.12	3366
12. Manipur . . . . .	40.00	21.47	15.01	125
13. Meghalaya . . . . .	20.00	5.00	4.93	361
14. Nagaland . . . . .	12.00	5.39	4.43	424
15. Orissa . . . . .	280.00	184.37	123.33	1590
16. Punjab . . . . .	220.00	141.00	137.82	1208

	1	2	3	4	5
17. Rajasthan . . . . .		325.00	209.20	168.51	2624
18. Tamil Nadu . . . . .		650.00	421.32	382.37	1023
19. Tripura . . . . .		40.00	20.90	20.90	1.40
20. Uttar Pradesh . . . . .		1100.00	640.26	531.26	2877
21. West Bengal . . . . .		1500.00	775.00	372.52	2673
22. Andaman & Nicobar Islands . . . . .		3.00	1.42	1.42	Nil
23. Arunachal Pradesh . . . . .		6.00	Programme was not taken up for implementation in Arunachal Pradesh.		
24. Chandigarh . . . . .		25.00	14.77	10.71	25
25. Dadra & Nagar Havli . . . . .		1.00	0.64	0.64	17
26. Delhi . . . . .		250.00	278.27	260.34	136
27. Goa, Daman & Diu . . . . .		20.00	8.00	7.76	5
28. Lakshadweep . . . . .		1.00	1.07	1.07	60
29. Mizoram . . . . .		6.00	2.91	2.91	403
30. Pondicherry . . . . .		14.00	3.45	2.91	23
<b>TOTAL</b> . . . . .		<b>9303.00</b>	<b>5305.40</b>	<b>4201.28</b>	<b>32058</b>

\*Figures for Scheduled Castes and Scheduled Tribes are not available separately.

## APPENDIX XXIV

(Vide para 4 of Introduction)

### *Summary of Conclusions/Recommendations contained in the Report*

Sl. No.	Reference to para number in the Report	Summary of Conclusions/Recommendations
(1)	(2)	(3)
1	2.5	The Committee note that the reservation orders in favour of Scheduled Castes and Scheduled Tribes in respect of Class I and Class II posts were enforced in the Directorate General of Employment and Training with effect from the 25th March, 1970 and in respect of Class III (non-ministerial) and Class IV posts with effect from the 1st January, 1964. Prior to this, the reservation orders were enforced by the Ministry of Labour in respect of the main Ministry and its Attached Offices, etc. The reservation orders in respect of the Subordinate Offices (including the Training Institutes, etc.) came into force from the dates of their inception. The Committee would like the Ministry of Labour to ensure that the reservation orders in favour of Scheduled Castes and Scheduled Tribes are implemented scrupulously by the Directorate General of Employment and Training and all its Subordinate Offices including the Training Institutes, etc. so that all the posts reserved for Scheduled Castes/Scheduled Tribes are actually filled in by them.
2	2.6	The Committee are also unhappy to note that the annual statements regarding recruitment etc. of Scheduled Castes and Scheduled Tribes on the prescribed forms, as on the 1st January,

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1976, were sent to the Cabinet Secretariat (Department of Personnel and Administrative Reforms) on the 22nd April, 1976, although these should have been sent to them latest by the 31st March, 1976 as laid down in the Cabinet Secretariat (Department of Personnel and Administrative Reforms) O.M. No. 17/3/70-Est-(SCT) dated the 1st January, 1972. The Committee feel that the very purpose of submitting these annual statements gets defeated if these statements are not submitted to them in time. The Committee would, therefore, impress upon the Ministry of Labour/Directorate General of Employment and Training that these statements are submitted to them by all the appointing authorities in time. Failure to submit these statements in time should be regarded as a serious lapse on the part of the concerned officers.

3. 2.7

The Committee would also suggest that these annual statements on receipt by the Ministry of Labour/Directorate General of Employment and Training should be critically examined and analysed so that prompt and effective measures may be taken to remove the deficiencies noticed.

4. 3.9

The Committee note the procedure followed by the Directorate General of Employment and Training for recruitment of staff to various categories of posts. The Committee suggest that the Directorate General of Employment and Training should establish close contact with Engineering Colleges, Indian Institute of Technology, Industrial Training Institutes etc. with a view to find out suitable candidates belonging to Scheduled Castes and Scheduled Tribes for their technical posts. The Committee would also suggest that they should notify the reserved vacancies to the associations and organisations of Scheduled Castes and Scheduled

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Tribes so that they could also sponsor suitable Scheduled Caste and Scheduled Tribe candidates for employment in the Directorate General of Employment and Training.

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3.10

The Committee note that while it has been provided that an officer belonging to the Scheduled Caste or Scheduled Tribe will be included in the Departmental Promotion Committees/ Recruitment Board, etc. of the Subordinate Offices/Training Institutes etc. of the Directorate General of Employment and Training but there is no provision to nominate an officer belonging to these communities in the Departmental Promotion Committees at the Headquarters of the DGE&T. The Committee need hardly emphasise the desirability of including a Scheduled Caste/ Tribe officer in the various Departmental Promotion Committees at the Headquarters of the Directorate General of Employment & Training as this will instil confidence among the Scheduled Caste and Scheduled Tribe employees. If necessary, the membership of these Committees may be increased.

6

4.23

The Committee regret to note that the representation of Scheduled Castes and Scheduled Tribes in the Directorate General of Employment and Training and its Subordinate Offices/ Training Institutes is much below the quota reserved for them. It is all the more surprising that the DGE&T could not find Scheduled Caste/ Scheduled Tribe candidates even to fill up Class IV posts. Considering this state of affairs, the Committee cannot help concluding that the orders/instructions regarding reservations for Scheduled Castes and Scheduled Tribes are neither being followed in letter and spirit nor is adequate attention being paid to improve the situation. The Committee would urge the

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Directorate General of Employment and Training to take immediate effective steps to augment the representation of Scheduled Castes and Scheduled Tribes in the services of the Directorate General of Employment and Training according to the quotas reserved for these communities.

- 7      4.24      The Committee suggest that the Directorate General of Employment and Training should resort to special recruitment exclusively for Scheduled Castes and Scheduled Tribes to make good the shortfalls.
- 8      4.25      The Committee also suggest that where Scheduled Caste or Scheduled Tribe candidates are not available to fill the vacancies reserved for them, the principle of exchange of vacancies between Scheduled Castes and Scheduled Tribes should be applied as per the extant orders on the subject and the reserved vacancies filled.
- 9      4.26      The Committee are distressed to note that the Directorate General of Employment and Training has made a large number of *ad hoc* appointments for long durations in direct recruitment/promotional vacancies ignoring the claims of Scheduled Castes and Scheduled Tribes. The Committee recommend that if the *ad hoc* appointments are to continue beyond the period of 45 days, due reservations for Scheduled Castes and Scheduled Tribes should be provided in such appointments also.
- 10     4.27      The Committee would like to be informed about the number of vacancies in Class I posts of Technical Officers reserved for Scheduled Castes and Scheduled Tribes and the number of Scheduled Caste and Scheduled Tribe candidates actually appointed against the reserved vacancies against which 20 *ad hoc* appointments

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had been made and which have now been regularised by the Directorate General of Employment and Training on receipt of a list of selected Technical Officers from the U.P.S.C. The Committee trust that due reservations to Scheduled Castes and Scheduled Tribes have been provided in these appointments.

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5.5

The Committee note that the Directorate General of Employment and Training provide reservation for Scheduled Caste and Scheduled Tribe employees in the matter of promotion on the basis of seniority subject to fitness as well as selection and it also gives all the concessions/relaxations as envisaged in the 'Brochure on Reservation for Scheduled Castes and Scheduled Tribes', issued by the Cabinet Secretariat (Department of Personnel and Administrative Reforms), while considering them for promotion. The Committee are, however, surprised to note that the Directorate General of Employment and Training has prescribed the zone of consideration at three times of the number of vacancies for promotion, while it should be five or six times of the estimated number of vacancies as laid down in the Ministry of Home Affairs Office Memorandum No. 1/4/55/RPS, dated the 16th May, 1957. The Committee suggest that the Directorate General of Employment and Training should enlarge the normal zone of consideration to five or six times of the number of vacancies so that all the eligible Scheduled Caste/Scheduled Tribe employees could be considered for promotion.

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6.8

The Committee are distressed to note that the rosters were not inspected by the Liaison Officer in the Directorate General of Employment and Training during the years 1973 to 1975 as there were frequent changes of Liaison

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Officers on account of retirements. The Committee do not consider frequent changes of Liaison Officers as a valid ground for dispensing with inspection of rosters altogether. Some other senior officer could have been easily deputed for carrying out the inspection of rosters. This only reflects the scant importance shown by the Directorate General of Employment and Training to the maintenance of roster which is an important mechanism to watch the proper placement of Scheduled Castes and Scheduled Tribes in their services. The Committee trust that the Liaison Officer now nominated would function with a sense of dedication and ensure that reservation orders are properly implemented by the concerned authorities. He should also in particular pay his attention in regard to the proper maintenance of rosters.

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6.9

The Committee feel that the Liaison Officer alone would not be able to discharge his duties effectively unless a Cell with adequate staff is set up in the Directorate General of Employment and Training to assist him and to ensure due compliance of the orders of reservations for Scheduled Castes and Scheduled Tribes issued from time to time. The Committee trust that as promised by the Director General of Employment and Training during the course of evidence before the Committee, this Cell would be set up as expeditiously as possible. A note on the activities of the Cell should also be highlighted in the Annual Report of the Ministry of Labour as per orders contained in the Cabinet Secretariat (Department of Personnel and Administrative Reforms) Office Memorandum No. 36022/5(i)/76-Est(SCT), dated the 28th May, 1976.

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6.10

The Committee are unhappy to note that the rosters in respect of Class I and Class II posts prior to 25-3-1970 maintained by the Ministry of Labour were not made available to the Study



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Team from the Office of the Commissioner for Scheduled Castes and Scheduled Tribes which visited the Directorate General of Employment and Training during July, 1976 to look into the records for the proper maintenance of rosters and implementation of reservation orders. The Committee feel that this has seriously handicapped the Commissioner for Scheduled Castes and Scheduled Tribes in the discharge of his constitutional obligations. It is all the more distressing to note that the Ministry of Labour could not furnish a satisfactory reply for not furnishing the said rosters to the Study Team of the Commissioner's Office even after a lapse of about five months. The Committee strongly emphasise the need for fullest cooperation being extended to the Commissioner for Scheduled Castes and Scheduled Tribes to enable him to fulfil his constitutional obligations to investigate into the matter relating to the safeguards provided for Scheduled Castes and Scheduled Tribes and trust that such cooperation will always be extended in future.

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6.11

The Committee would also like to be apprised of the action taken on the inspection report of the Study Team of the Office of the Commissioner for Scheduled Castes and Scheduled Tribes and the remedial measures adopted to avoid recurrence of the discrepancies pointed out in the report of the Study Team.

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7.5

The Committee note that a number of vacancies have been dereserved in the Directorate General of Employment and Training during the years 1973 and 1975. The Committee would like to urge that in view of the poor representation of Scheduled Castes and Scheduled Tribes in the services of the Directorate General of Employment and Training, the dereservation of vacancies should be resorted to only under

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compelling and exceptional circumstances when all possible efforts made to get Scheduled Caste/ Tribe candidates have failed and scrupulously in accordance with the instructions issued in this regard.

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8.13

The Committee have been informed that since the Working Group on National Employment Service consists of representatives of the Central and State Governments, no separate representation as such of the Scheduled Castes and Scheduled Tribes is included in the Working Group. However, a representative from the Office of the Commissioner for Scheduled Castes and Scheduled Tribes is invited to attend the meetings of the Working Group, whenever any subject pertaining to the Scheduled Castes and Scheduled Tribes is included in the agenda. The Committee note that a number of items pertaining to the Scheduled Castes and Scheduled Tribes have been discussed at the 17th meeting of the Working Group held at Nainital in October, 1976, but the name of the representative from the office of the Commissioner for Scheduled Castes and Scheduled Tribes does not find place in the list of members and invitees present at the said meeting of the Working Group. The Committee urge that a representative from the Office of the Commissioner for Scheduled Castes and Scheduled Tribes should invariably be invited to attend all meetings of the Working Group on National Employment Service to enable him to watch the interests of Scheduled Castes and Scheduled Tribes.

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8.14

The Committee note that the Working Group on National Employment Service at its seventeenth meeting held at Nainital in October, 1976 had observed that recruitment through Employment Exchanges was still not being made in the States of Bihar, Haryana, Jammu and Kashmir,

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Karnataka, Kerala, Meghalaya, Punjab and West Bengal and had desired that the Central Minister of Labour might address to the Chief Ministers of the above States so that the machinery of Employment Exchanges in these States might be utilised for filling up vacancies under the State Governments. The Committee would like to be apprised of the outcome of efforts made by the Ministry of Labour (Directorate General of Employment and Training) in this regard.

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8.15

The Committee note that the evaluation of Employment Exchanges is conducted jointly by the Officers of the Directorate General of Employment and Training and the State Government concerned with a view to ensure whether agreed policies and procedures are observed, uniform national standards are maintained and programmes are followed. The Committee further note that the recommendations made by the joint evaluation team are always agreed ones and sent by the Directorate General of Employment and Training to the State Government/State Director of Employment for compliance. The Committee are distressed to note that during the period from December, 1974 to August, 1976, evaluation of only 52 Employment Exchanges in 19 States/Union Territories have been done while the Directorate General of Employment and Training is expected to evaluate the working of Employment Service in each State at least once a year, as laid down in para 17.10 of the National Employment Service Manual. The Committee expect the Ministry of Labour to ensure that evaluation of working of the Employment Service in the different States is undertaken by the Directorate General of Employment and Training once in a year and the evaluation reports sent to the State Government/State Director of Employment concerned

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		<p>for compliance, as laid down in the said Manual. The Committee also stress that a close watch should be kept by the Directorate General of Employment and Training on the State Governments to see that the recommendations/suggestions contained in the evaluation reports are implemented by them in letter and spirit.</p>
20	8.16	<p>The Committee regret to note that even though instructions to co-opt a representative of the recognised Scheduled Caste and Scheduled Tribe organisations on all the Advisory Committees attached to the Employment Exchanges were issued by the Ministry of Labour (Directorate General of Employment and Training) to all State Governments/Union Territories as far back as 1973, some of the State Governments have not yet nominated representatives of Scheduled Caste and Scheduled Tribe organisations on these Committees. The Committee urge that the Ministry of Labour should ensure that the representatives of the Scheduled Caste and Scheduled Tribe organisations are nominated by all the State Governments/Union Territories on the Advisory Committees without any further loss of time so that the interests of Scheduled Caste and Scheduled Tribe job-seekers are safe-guarded.</p>
21	8.17	<p>The Committee note that the Ministry of Labour had suggested to the Chief Ministers/Administrators of all States/Union Territories in August, 1975 to set up Special Committees under the Chairmanship of District Collectors in each district to keep a watch on the working of Employment Exchanges and Industrial Training Institutes and to take immediate action in case of complaints of corruption, malpractices, favouratism, etc. The Committee are unhappy to learn that some of the States/Union Territories</p>

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have not yet responded to the suggestion made by the Minister of Labour. They suggest that the Ministry of Labour should ensure that these Committees are set up by all the States/Union Territories without any further loss of time, as these Committees would play a major role in removing misgivings and minimising complaints from the public. The representatives of the Scheduled Castes and Scheduled Tribes should also be nominated on these Committees, if they do not already find a place on these Committees.

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8.31

The Committee note that the Employment Officers in States/Union Territories visit the areas with concentration of Scheduled Castes and Scheduled Tribes with the object of registering Scheduled Caste and Scheduled Tribe employment-seekers so that they are suitably employed against the vacancies available for them. The Committee, however, find from the information furnished by the Directorate General of Employment and Training that the results achieved in this regard are dismal and are not in commensurate with the number of visits made by the Employment Officers. It is surprising that the Employment Officers could not register a single Scheduled Caste/Scheduled Tribe employment-seeker in the States of Punjab, Tamil Nadu during the year 1973 and in West Bengal, Bihar and Tripura during the year 1974 although a number of visits were paid by them for the purpose. The Committee are all the more distressed to note that such efforts are not being made by the Employment Officers in all the States although specific instructions exist in this regard for the Employment Officers in the National Employment Service Manual. The Committee would also like the Directorate General of Employment and Training to ensure

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that the Employment Officers in the remaining States/Union Territories also make such efforts to register Scheduled Caste and Scheduled Tribe job-seekers. The Committee suggest that wide prior publicity of such visits by the Employment Officers should be given with the help of local authorities and local Scheduled Caste and Scheduled Tribe organisations of the area so that more and more Scheduled Caste and Scheduled Tribe employment-seekers come forward for registration. The Employment Officers should also provide guidance to the Scheduled Caste and Scheduled Tribe people of the area relating to the career planning, job opportunities, trades|occupations where they are more in demand and training, coaching facilities available to make them suitable for those trades, occupations, etc.

- 23            8.32            The Directorate General of Employment and Training should also ask the State Directorates of Employment to submit their consolidated reports annually relating to the visits paid by the Employment Officers and also their contacts with the employers and the results achieved, which should be critically examined and analysed so that prompt and effective measures are taken to remove the deficiencies noticed.
- 24            8.33            The Committee have been informed that the Employment Exchanges do not consult the Directorate General of Employment and Training before issuing non-availability certificate in respect of Scheduled Caste and Scheduled Tribe candidates requisitioned by the employing agencies. The Employment Exchanges, however, explore all possibilities of sponsoring Scheduled Caste and Scheduled Tribe candidates (including taking circulation action and issuing advertisements) before issuing non-availability certificates. The Committee recommend that
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besides making efforts to find Scheduled Caste and Scheduled Tribe candidates to sponsor against the reserved vacancies as stated above, the Employment Exchanges should also refer the reserved vacancies, particularly in higher posts, to the Central Employment Exchanges to enable them to sponsor Scheduled Caste and Scheduled Tribe candidates against the reserved vacancies.

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8.34

The Committee note that the Directorate General of Employment and Training have already issued instructions for setting up special Cells at the State Directorates of Employment to render effective assistance to Scheduled Castes and Scheduled Tribes with a view to promote their employability and necessary guidelines have already been provided by them to the State Directorates. The Committee would urge the Ministry of Labour (Directorate General of Employment and Training) to ensure that such Cells are set up in all the State Directorates as early as possible and they work with a sense of dedication and devotion to the assigned duty. The activities of these Cells should be highlighted in the Annual Reports of the respective State Directorate of Employment.

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8.45

The Committee note from the information furnished by the Directorate General of Employment and Training that there are a large number of educated Scheduled Caste and Scheduled Tribe job-seekers on the Live Register of Employment Exchanges. The experience of the Committee, on the other hand, has been that the employing agencies generally complain about the non-availability of Scheduled Caste and Scheduled Tribe candidates to fill the reserved vacancies. The Committee cannot help concluding that the Employment Exchanges do not make serious efforts to see that Scheduled Caste

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and Scheduled Tribe registrants are provided with suitable employment after they have been registered with the Employment Exchanges. The Committee would stress the Ministry of Labour (Directorate General of Employment and Training) to ensure that the educated Scheduled Caste and Scheduled Tribe registrants are provided with suitable jobs in view of their good demand in the employment market. In case any sort of deficiency is found in them, adequate steps like training/coaching/tutorial facilities should be initiated by the Employment Exchanges to make them suitable for employment.

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8.46

The Committee are unhappy to note that despite the fact that as alleged most of the Scheduled Castes and Scheduled Tribes do not get themselves registered, the number of Scheduled Caste and Scheduled Tribe job-seekers on the Live Register of the Employment Exchanges is increasing year after year. On the other hand, the placement of Scheduled Caste and Scheduled Tribe applicants has been 11.2 per cent and 8.67 per cent in 1973, 10.08 per cent and 11.02 per cent in 1974 and 9.45 per cent and 13.68 per cent in 1975 of the total number of registrations made during these years. The Committee feel that the situation is not going to improve unless effective measures are taken and concerted efforts made to implement those measures. The Committee suggest that the Directorate General of Employment and Training should review the situation in this regard at regular intervals, formulate schemes/programmes to promote the employability of Scheduled Castes and Scheduled Tribes and launch them on a war footing so that the placement of Scheduled Caste and Scheduled Tribe job-seekers is enhanced considerably.



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28	8.47	<p>In their Fifth Report (Fourth Lok Sabha) the Committee had recommended that the Directorate General of Employment and Training should maintain statistics in regard to the number of Scheduled Caste and Scheduled Tribe applicants on the Live Register of Employment Exchanges at the end of each year, classified by the period of duration on the Live Register, which was accepted by that Directorate <i>vide</i> their O.M. No. EEL.20/3/70, dated the 16th July, 1970. The Committee are surprised to note that the information about the number of persons on the Live Register by the period of registration on a regular basis is not being maintained by the Directorate General of Employment and Training. The Committee reiterate their earlier recommendation that statistics in regard to the number of Scheduled Caste and Scheduled Tribe applicants on the Live Register of Employment Exchanges at the end of each year classified by the period of duration on the Live Register should be maintained to facilitate the assessment of employment position of Scheduled Caste and Scheduled Tribe candidates.</p>
29	8.48	<p>The Committee are unhappy to find from the information about the registrants classified by the period of duration on the Live Register of Employment Exchanges for the period ending 30-6-1976 that about 185 thousand job seekers belonging to Scheduled Castes and Scheduled Tribes are on the Live Register of Employment Exchanges for three years and more. The Committee would like the Government to investigate the reasons for such a large number of Scheduled Caste and Scheduled Tribe candidates not finding any job through the Employment Exchanges even after having been on the Live Register for more than three years and take necessary remedial measures in this regard.</p>

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30	8.49	<p>The Committee note that at the Seminar on Promoting the placement of weaker sections including Scheduled Castes and Scheduled Tribes held under the Chairmanship of Director General of Employment and Training in February, 1974, it was recommended <i>inter-alia</i> that in order to enhance the employability of Scheduled Caste and Scheduled Tribe applicants who enter the labour market, more attention should be paid to their coaching while still in school. The Ministry of Education and Social Welfare to whom this recommendation was referred has stated in their action taken reply that "... If the intention is that the weaker students belonging to Scheduled Castes and Scheduled Tribes should be helped to pass examinations through extra coaching, such arrangements already exist in many States." The Committee feel that the recommendation should not have been brushed aside so lightly by the Ministry of Education and Social Welfare as the students belonging to Scheduled Castes and Scheduled Tribes deserve special attention due to their poor economic conditions and social environments. The Committee would suggest that a survey should be conducted to find out whether adequate arrangements for extra coaching for weak Scheduled Caste and Scheduled Tribe students exist in all the States so that they could pass their school examinations with good marks and compete well for jobs in the labour market after completing their studies.</p>
31	8.50	<p>The Committee note that at the request of the Bureau of Public Enterprises, the Directorate General of Employment and Training had issued instructions to the State Governments to get in touch with the Public Sector Undertakings in their area so as to decide the type of custom-built courses to be introduced in the Industrial Training Institutes in order to promote the employability of Scheduled Caste and Scheduled</p>

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Tribe workers in the Public Sector Undertakings of the area. The Committee also note that the State Training Directorates are ready to assist in the organisation of such courses if and when any Public Sector Undertaking intimate their requirements in this regard. The Committee feel that the Bureau of Public Enterprises should persuade the Public Sector Undertakings to intimate their requirements expeditiously so that the Industrial Training Institutes could initiate action to introduce custom-built courses for the Scheduled Caste and Scheduled Tribe candidates to improve their skill level and make them suitable for employment in the Public Sector Undertakings.

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8.51

The Committee note that the Director General of Employment and Training and the State Directors of Employment held a meeting (Appendix XI) with the representatives of All India Organisation of Employers in October, 1976 and it was resolved that the employers in the private sector should utilise the Employment Service in increasing measure so as to bridge the present gap of about 30 per cent which exists in the number of vacancies filled through the Employment Exchanges by the public and private sectors. The Committee also understand that the employers in private sector in Maharashtra had been persuaded to fill about 80 per cent of their vacancies (except in the Managerial cadre) through the Employment Exchanges and there had been no difficulty in meeting their requirements. The Committee feel that the employers in the private sector should be persuaded to increasingly use the Employment Service for filling all their vacancies through the Employment Exchanges in the States so that more employment opportunities are available to the local people and also to the Scheduled Castes and

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Scheduled Tribes of the area. The training facilities available with the employers/employers' organisation may also be utilised by the Employment Officers in training shortage category of applicants so that the persons trained by these organisations could be absorbed by them in due course.

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8.68

The Committee note that the National Employment Service render vocational guidance and employment counselling through Vocational Guidance Units set up at 234 Employment Exchanges and 63 University Employment Information and Guidance Bureaux to all the guidance seekers including those belonging to Scheduled Castes and Scheduled Tribes. The Committee would like to point out that the position of Scheduled Castes and Scheduled Tribes is peculiar so far as the opportunities of employment are concerned. In the case of Scheduled Castes and Scheduled Tribes, the vacancies specifically reserved for them are there, but candidates with the required qualification/skill are not available, whereas in the case of general applicants, large number of candidates fulfilling the requisite qualifications/skills are available with the Employment Exchanges to sponsor even for single vacancies. The Committee, therefore, recommend that separate arrangements should be made at the Employment Exchanges to attend to the enquiries from Scheduled Castes and Scheduled Tribes and to impart them guidance regarding employment avenues open to them, more especially in shortage occupations, and training and coaching facilities available to them and the special schemes/programmes launched by the Government to enhance their employability. This will enable the Scheduled Caste and Scheduled Tribe guidance-seekers to choose the right type of occupation and find employment easily.

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| 34  | 8.69 | <p>The Committee note that Coaching-cum-Guidance Centres are at present working at Delhi, Jabalpur, Kanpur and Madras since 1970 to provide pre-employment orientation and confidence building training to Scheduled Caste and Scheduled Tribe applicants for improving their employability and six more such Centres one each at Calcutta, Hyderabad, -Jaipur, Ranchi, Surat and Trivandrum are going to be set up shortly. The Committee also note that the Working Group of the National Employment Service at their meeting held in Nainital in October, 1976 have recommended that at least one Coaching-cum-Guidance Centre should be set up in all States with a view to providing confidence-building training to Scheduled Caste and Scheduled Tribe applicants. The Committee hope that the Director General of Employment and Training had already asked the State Employment Directors to forward their proposals with full facts and figures regarding Scheduled Caste and Scheduled Tribe applicants in their States for taking up the matter with the Ministry of Home Affairs. The Committee would like to be apprised of the decision taken in the matter.</p> |
| 35  | 8.70 | <p>The Committee are happy to note that the Directorate General of Employment and Training has launched a pilot scheme which envisages preparing Scheduled Castes and Scheduled Tribes for various competitive examinations/selection tests for recruitment of clerical vacancies in the Union Territory of Delhi and Ghaziabad (U.P.). The Committee consider it a step in the right direction to improve the representation of Scheduled Castes and Scheduled Tribes in Services. The Committee suggest that the scheme should be allowed to continue so that there is no shortage of suitable candidates from these communities to fill the posts in lower</p>   |
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cadres. The Scheme should also be extended to more areas where there is concentration of Scheduled Castes and Scheduled Tribes.

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8.71

The Committee note that the Career Study Centre at Central Institute for Research and Training in Employment Service (Directorate General of Employment and Training) has been bringing out career literature for guidance of job-seekers on a continuous basis. It has also brought out a special publication titled "Opportunities open to Scheduled Castes and Scheduled Tribes after Matriculation". This booklet provides basic information about educational and training opportunities, scholarships and other financial assistance available as well as employment opportunities open to Scheduled Castes and Scheduled Tribes after Matriculation or equivalent qualification. The Committee suggest that with a view to give wider publicity to the various concessions and facilities being provided to Scheduled Castes and Scheduled Tribes by the Central and State Governments, more and more of such publications should be brought out in English and other regional languages and distributed among Scheduled Castes and Scheduled Tribes.

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9.15

The Committee note that there is at present no provision in the rules framed under the Apprentices Act, 1961 for the nomination of members belonging to Scheduled Castes and Scheduled Tribes in the Central Apprenticeship Council and the Central Government have, in principle, decided to nominate two members—one belonging to Scheduled Castes and the other belonging to Scheduled Tribes to the said Council. This requires the amendment of the rules in consultation with the Central Apprenticeship Council and the proposal will be placed in the next meeting of the Council. The Committee desire that early action should be taken to amend

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| 38  | 9.16 | the rules so that the interests of Scheduled Caste and Scheduled Tribe apprentices could be properly watched.   |
| 39  | 9.17 | The Committee are distressed to find that there was not a single trade apprentice belonging to Scheduled Castes and Scheduled Tribes among 69,236 apprentices undergoing training on the 30th June, 1975 i.e. prior to issue of orders regarding reservation of seats for Scheduled Castes and Scheduled Tribes under the Apprenticeship Training Scheme. It was only after the reservation for Scheduled Castes and Scheduled Tribes was made statutory in May/August, 1975, efforts were made by the Ministry of Labour to engage apprentices belonging to Scheduled Castes and Scheduled Tribes according to the ratio prescribed in the rules framed under the Apprentices Act, 1961. The Committee desire that the Ministry of Labour should continue their efforts so that more and more Scheduled Castes and Scheduled Tribes could be given apprenticeship training so as to make them available in adequate number to fill the vacancies reserved for them in various employment agencies. |
| 40  | 9.18 | The Committee are also distressed to note that the number of Scheduled Caste and Scheduled Tribe apprentices selected under the Apprenticeship scheme in hotel industry under the Central Sector is very low. When there is crying need for the trained personnel, seats should not have been allowed to lapse. The Committee hope that in future all the seats will be filled up and it is ensured that the representation of Scheduled Castes and Scheduled Tribes is strictly according to the quotas reserved for them.   |
|     |      | The Committee note that there is at present no obligation on the part of employers to provide   |
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|     |       | <p>jobs to the apprentices after their successful training. A proposal is, however, under consideration to amend the Apprentices Act, 1961 so that the question of employment of trained apprentices could be taken care of. The Committee feel that it will go a long way in providing employment to the unemployed Scheduled Caste and Scheduled Tribe trained apprentices if it is made obligatory on the employers to provide jobs to the trained apprentices. The Committee recommend that necessary legislation in this regard should be brought before Parliament, expeditiously.</p>   |
| 41  | 10.14 | <p>The Committee note that it has been provided for the nomination of two members—one belonging to Scheduled Castes and the other belonging to Scheduled Tribes to the National Council for Training in Vocational Trades. The Committee desire that a member each from Scheduled Castes and Scheduled Tribes should always be included in the Council so that the interests of Scheduled Caste and Scheduled Tribe trainees could be properly watched.</p>  |
| 42  | 10.15 | <p>The Committee have been informed that seats are reserved for Scheduled Castes and Scheduled Tribes in the Training Institutes according to their ratio in the population of the State where the Institute is located. The Committee find from the information furnished by the Directorate General of Employment and Training that the number of Scheduled Castes and Scheduled Tribes admitted during the years 1973-74 to 1975-76 in all the Training Institutes is much below the quota prescribed for them. The Committee cannot, therefore, help concluding that serious efforts have not been made to ensure that all the reserved seats are filled by the Scheduled Caste and Scheduled Tribe candidates. The Committee would like the Directorate General</p> |
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		of Employment and Training to see that all the seats reserved for Scheduled Caste and Scheduled Tribe candidates are filled by them so that there is no shortage of trained Scheduled Caste and Scheduled Tribe candidates to fill the posts of Instructors, etc.
43	10.16	The Committee are also unhappy to note that the number of drop outs of Scheduled Caste and Scheduled Tribe applicants admitted for training is very large. The Committee would like the Government to go into the causes for these heavy drop outs and take suitable remedial measures in this regard.
44	10.17	The Committee are surprised to learn that the decision taken by the Ministry of Labour (Directorate General of Employment and Training) in 1970 to enhance the rate of stipend from Rs. 25/- to Rs. 40/- per month per trainee has not been implemented by all the State Governments. The Committee fail to understand how the State Governments expect the Scheduled Caste and Scheduled Tribe trainees to continue their training which varies from one to three years with such a meagre stipend when the cost of living has gone so high during these years. The Committee, therefore, desire that the Ministry of Labour should persuade all the State Governments/Union territories to enhance the rate of stipend of the trainees in comensurate with the prevailing cost of living.
45	10.18	The Committee feel unhappy about the poor intake of Scheduled Caste and Scheduled Tribe trainees in the Central Training Institute, Curzon Road, New Delhi. They would strongly urge that the Ministry of Labour (Directorate General of Employment and Training) should investigate the reasons for the low percentage of admission

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of Scheduled Caste and Scheduled Tribe trainees in the Institute and take remedial measures in consultation with the Delhi Administration.

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11.14

The Committee note that the Planning Commission launched the "Half-a-Million Jobs" programme during the year 1973-74 to provide jobs to all qualified engineers and technologists and during 1974-75, another programme entitled "Employment Promotion Programme" was launched by the Planning Commission. The guidelines issued by the Planning Commission for these programmes emphasised the need for special attention to Scheduled Castes, Scheduled Tribes, Backward Classes and Minorities without mentioning any specific percentage of reservation for these communities. The Commissioner for Scheduled Castes and Scheduled Tribes proposed to the Planning Commission to provide reservations for Scheduled Castes and Scheduled Tribes for the purpose of recruitment under these programmes but the Planning Commission argued that it was not possible to prescribe specific reservations for Scheduled Castes and Scheduled Tribes as that would unnecessarily curb the options with the State Governments and restrict their flexibility in providing increasing employment opportunities. The employment generated in the country excepting in the States of Assam and Jammu and Kashmir under these programmes is 8,17,000 out of which 37,252 are Scheduled Castes and Scheduled Tribes and the percentage of Scheduled Caste and Scheduled Tribe beneficiaries comes to about 12 per cent. The Committee feel that in the absence of specific provision for reservations for Scheduled Castes and Scheduled Tribes under the programmes launched by the Planning Commission, their interests are not likely to be safeguarded by those responsible for the execution of these programmes and, therefore, desire that it should be provided in the

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- guidelines that every effort should be made to recruit sufficient number of Scheduled Caste and Scheduled Tribe candidates so as to reach at least the quotas prescribed for them in the respective States and Union Territories in the new schemes to be launched by the Planning Commission.
- 47 - 11.15 The Committee are distressed to note that no Cell has been set up in the Planning Commission to watch the implementation of various schemes/programmes launched by them for the upliftment of Scheduled Castes and Scheduled Tribes. The Committee feel that the Planning Commission should lay more stress on creating adequate job opportunities for Scheduled Castes and Scheduled Tribes so that they could absorb themselves in the main stream of national life expeditiously and, therefore, suggest that a cell should be set up in the Planning Commission to look after the interests of Scheduled Castes and Scheduled Tribes and to monitor the implementation of various schemes/programmes launched by them for the betterment of Scheduled Castes and Scheduled Tribes.
- 48 11.16 The Committee have been informed during the course of evidence that the Planning Commission have undertaken the evaluation of various employment promotion schemes/programmes launched by them in the recent past. The Committee would like the Planning Commission to complete the evaluation of these schemes/programmes expeditiously so that the lessons thrown up as a result of such evaluation may be used for devising suitable schemes which could make a real impact on generating employment opportunities.
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