

**COMMITTEE ON THE WELFARE OF  
SCHEDULED CASTES AND  
SCHEDULED TRIBES  
(1997-98)**

**(ELEVENTH LOK SABHA)**

**NINTH REPORT**

**MINISTRY OF PETROLEUM AND NATURAL GAS**

**Reservation for and Employment of Scheduled Castes and  
Scheduled Tribes in Engineers India Limited**



*Presented to Lok Sabha on 05-8-97*

*Laid in Rajya Sabha on 05-8-97*

**LOK SABHA SECRETARIAT  
NEW DELHI**

*August, 1997/Shravana, 1919(S)*

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**COMPOSITION OF THE COMMITTEE ON  
THE WELFARE OF SCHEDULED CASTES AND  
SCHEDULED TRIBES  
(1997-98)**

**Shri Khagapati Pradhani—Chairman**

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1. Shri J.P. Ratnesh — *Additional Secretary*
2. Shri B.R. Kanathia — *Director*

## INTRODUCTION

1. 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 Ninth Report (Eleventh Lok Sabha) on Reservation and employment of Scheduled Castes and Scheduled Tribes in Engineers India Limited.

2. The Committee took evidence of the representatives of the Ministry of Petroleum and Natural Gas on 13th March, 1997 and 9th April, 1997. The Committee wish to express their thanks to the Officers of the Ministry of Petroleum and Natural Gas and Engineers India Limited for placing before the Committee material and information the Committee wanted in connection with the examination of the subject.

3. The Report was considered and adopted by the Committee on July 14, 1997.

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

NEW DELHI;  
August, 1997  
*Shravana, 1919 (Saka)*

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

## CHAPTER I INTRODUCTORY

### (a) Organisational set up

1.1 The Committee were informed that Engineers India Limited has been serving the process industry including petroleum refineries, petrochemicals, oil and gas processing projects, pipelines offshore platforms, fertilisers and metallurgical industries since the mid sixties. It has been providing a complete range of project services in these fields including Process Design, Engineering, Procurement, Construction Management and Commissioning and Plant Start-up and project Management. It is pursuing various projects in India as well as abroad.

1.2 The Company is managed by the Chairman and Managing Director and five functional Directors, namely Director (Personnel), Director (Finance), Director (Commercial), Director (Projects) and Director (Technical). One part-time Government Director is also appointed by the Ministry of Petroleum and Natural Gas in the Board of Directors of Engineers India Limited.

### (b) Board of Directors

1.3 The Committee were informed that as per Memorandum and Articles of Association of Engineers India Limited, Board of Directors of the Company should consist of not less than 5 and not more than 11 members. The Company's Board, at present, has 7 members including one nominee of the Ministry of Petroleum and Natural Gas.

1.4 As regards the procedure for selection and appointment of functional and part-time Directors, it was stated that the posts of functional Directors are filled on the recommendations of the Public Enterprises Selection Board (PSEB) the recommendations are then considered in the Ministry and after obtaining the approval of the Appointments Committee of the Cabinet, the candidates are appointed. part-time Government Director is appointed on the Board of EIL by the Ministry of Petroleum and Natural Gas, as per the provisions of the Article of Association of the Company.

1.5 On being enquired whether any member in the Board of Directors belong to SC/ST community, it has been stated that none of the Directors belong to Scheduled Caste or Scheduled Tribe category.

1.6 The Committee further enquired about the reasons for non-inclusion of any SC/ST member in the Board of Directors and the efforts made by the Ministry and EIL to give adequate representation to SC/ST in the Board of Directors, it has been replied that as per the policy of the Government formulated by Department of Public Enterprises, persons

with proven ability in the fields of Industry, Commerce, Administration and Finance are considered for appointment as whole time functional Directors of Public Sector Undertaking with a view to making the Board more professional. The Claims of suitable SC/ST candidates who are otherwise competent and have the necessary background in Industry, Commerce, Administration and Finance etc. for Board level, appointments in the Central Public Sector Enterprises are always being considered. As per the adoption of a Policy for enforcement of reservation roster to Board level appointments, this would come within the purview of the Department of Personnel and Training and Department of Public Enterprises.

1.7 The Committee note that at present there are 6 functional Directors including CMD and one part-time Director in the EIL but none of them belongs to SCs/STs. As per para 2.1 of the Brochure on Reservation for SCs and STs (8th Edition) brought out by the Ministry of Personnel, Public Grievances and Pension, there is reservation of 15% and 7 1/2% for SCs and STs in all appointments to Group 'A' posts filled by direct recruitment through nomination/advertisement. The Committee are of the view that with concerted efforts, it should not be difficult for the Ministry to find out a meritorious and competent officer belonging to SC/ST categories for inclusion in the Board of Directors. The Committee, therefore, recommend that serious and vigorous efforts should be made by the Government to find out an SC/ST person for appointment in the Board of Directors.

## CHAPTER II RECRUITMENT

### (a) Reservation in services

2.1 The Committee were informed that the Presidential Directives were implemented in Engineers India Limited w.e.f. 1.1.1973.

2.2 The prescribed percentages of reservation are as under:—

(1) Posts filled by direct recruitment:—		
(i) Scheduled Castes		16.67%
(ii) Scheduled Tribes		7.5%
(2) Posts filled by promotion:—		
(i) Scheduled Castes		15%
(ii) Scheduled Tribes		7.5%

### (b) Recruitment made during the last 4 years

2.3 Year-wise recruitment made by EIL during the last 4 years is as under:—

Year Category	No. of vacancies actually occurred	No. of vacancies actually filled in	No. of Vacancies Reserved for SC			No. of Vacancies Reserved for ST			No. of Candidates Appointed		No. of Vacancies Carried Forward	
			Carried forward from previous the year	Re-served during the year	Total	Carried forward from previous the year	Re-served during the year	Total	SC	ST	SC	ST
1993 A	441	400	18	65	83	20	29	49	71	20	12	29
B	4	2	1	—	1	1	—	1	—	—	1	1
C	49	38	5	5	10	9	4	13	5	7	5	6
D	11	11	—	3	3	—	—	—	3	1	—	—
	505	451	24	73	97	30	33	63	79	28	18	36
1994 A	311	266	12	45	57	29	19	48	42	18	15	30
B	9	6	1	1	2	1	1	2	—	1	2	1
C	78	63	5	12	17	6	6	12	13	1	4	11
D	4	4	—	1	1	—	—	—	2	—	—	—
	402	339	18	59	77	36	26	62	57	20	21	42
1995 A	235	207	15	35	50	30	16	46	54	18	—	28
B	8	5	2	1	3	1	—	1	1	—	2	1
C	51	37	4	4	8	11	4	15	9	1	—	14
D	—	—	—	—	—	—	—	—	—	—	—	—
	294	249	21	40	61	42	20	62	64	19	2	43
1996 A	276	260	—	43	43	28	19	47	37	37	6	10
B	31	28	2	5	7	1	2	3	6	1	1	2
C	53	41	—	7	7	14	4	18	15	6	—	12
D	14	14	—	2	2	—	1	1	7	1	—	—
	374	343	2	57	59	43	26	69	65	45	7	24



2.4 The recruitment made by EIL during each of the last four years shows that total 18, 21, 2 and 7 vacancies of Scheduled Castes and 36,42,43 and 24 vacancies of Scheduled Tribes relating to Group 'A' 'B' and 'C' have been carried forward in the years 1993, 1994, 1995 and 1996 respectively.

2.5 On being asked the reasons for carrying forward such a large number of vacancies in Group 'A', 'B' and 'C' during the last four years, the Committee have been informed that EIL being a hi-tech engineering consultancy organisation, the majority of recruitment takes place only in Group 'A'. Further, in Group 'A' the maximum carry forward is in respect of STs where inspite of relaxed standards and walk-in-interviews in the areas of ST concentration Centres during the last four years, sufficient number of ST candidates were not available.

2.6 It was further informed that in certain specialised disciplines (*i.e.* geotech engineering, computer sciences, environment engineering etc.) and cadres (stenos/stenotypists, etc.) also, SC/ST particularly ST candidates with requisite qualification/skills and experience are generally not available.

### (c) Special Recruitment Drive

2.7 Details of Special Recruitment Drives made during the last four years is as under:—

Group	1993				1994				1995				1996			
	Backlog for SRD as on 1.4.93		Posts filled		Backlog for SRD as on 1.7.94		Posts filled		Backlog for SRD as on 1.4.95		Posts Filled		Backlog for SRD as on 1.8.96		Posts being filled/offers issued	
	SC	ST	SC	ST	SC	ST	SC	ST	SC	ST	SC	ST	SC	ST	SC	ST
A	21	19	21	19	20	31	19	18	21	36	19	16	11	16	21	30
B	1	1	—	—	1	—	—	1	2	1	1	—	1	2	1	2
C	4	6	4	5	7	9	5	—	8	10	8	1	8	7	9	10
D	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	26	26	25	24	28	40	24	19	31	47	28	17	20	25	31	42

2.8 In the post evidence reply the committee were informed that Special Recruitment Drive and walk-in-interviews in the areas of SC/ST concentration centres like Ranchi, Shillong, Guwahati, Jodhpur, Udaipur, Bhilai, Raipur and Hyderabad etc. had been conducted during the last four years with the objective of clearing the physical backlog of SC/ST. It was further informed that Engineers India

Limited would continue to make all out efforts in future also to minimise SC/ST backlog.

**(d) Staff strength and Shortfall**

2.9 The staff strength and the shortfall in all the categories of posts as on 1.1.94, 1.1.95, 1.1.96 and 1.1.97 was stated to be as under:

Group of posts	Total number of employees	No. of SC/ST among them		%age		Shortfall		Shortfall percentage	
		SCs	STs	SCs	STs	SCs	STs	SCs	STs
As on July'65 (Year of formation)	24	2	—	8.3	—	—	—	—	—
As on 1.1.1994									
A (Lowest Rung)	620	99	18	16.0	2.9	4	29	0.67	4.0
A (As a whole)	2730	240	30	8.8	1.1	215	175	7.87	4.4
B	642	108	8	16.8	1.2	—	40	—	6.30
C	367	82	11	22.3	3.0	—	17	—	4.5
D (Ex. Cleaners)	54	16	5	29.6	9.3	—	—	—	—
D (Cleaners)	27	27	—	100	—	—	—	—	—
As on 1.1.1995									
A (Lowest Rung)	706	114	27	16.1	3.8	4	26	0.57	3.70
A (As a whole)	2912	282	42	9.7	1.4	202	178	6.97	6.10
B	620	100	8	16.1	1.3	4	38	0.57	6.20
C	376	79	10	21.0	2.6	—	18	—	4.90
D (Ex. Cleaners)	57	23	4	40.4	7.0	—	—	—	0.50
D (Cleaners)	40	39	—	97.5	—	—	—	—	—
As on 1.1.1996									
A (Lowest Rung)	742	153	49	20.6	6.6	—	7	—	0.90
A (As a whole)	2995	331	66	11.1	2.2	167	159	5.57	5.30
B	583	90	8	15.4	1.4	7	36	1.27	6.10
C	406	92	11	22.7	2.7	—	19	—	4.80
D (Ex. Cleaners)	45	18	4	40.0	8.9	—	—	—	—
D (Cleaners)	40	39	—	97.5	—	—	—	—	—
As on 1.1.1997									
A (Lowest Rung)	727	138	73	18.9	10.0	—	—	—	—
A (As a whole)	3114	359	99	11.5	3.1	161	137	5.12	4.40
B	581	92	9	15.8	1.5	5	35	0.87	6.00
C	408	97	15	23.8	3.7	—	16	—	3.8
D (Ex. Cleaners)	53	24	3	45.3	5.7	—	1	—	1.8
D (Cleaners)	38	37	—	97.4	—	—	—	—	—

2.10 It is observed from the above statement that in Group 'A' (as a whole) percentage of shortfall in SC and ST categories is coming down at a low speed and as on 1.1.97 it is 5.17 and 4.40 for SCs and STs respectively. On the other hand in Group 'B' as on 1.1.1997 percentage of SC is 0.87% and in ST category it is almost constant at around 6% during the last four years. As regards Group 'C' the percentage of shortfall in ST category has come down only by one per cent during the last four years and reflects 3.8% shortfall as on 1.1.97.

2.11 On being asked about the reasons for shortfall, it was stated that Engineers India Limited is a hi-tech design Engineering Consultancy Organisation which globally competes for projects in petroleum refining, petro-chemicals, ocean engineering, non-ferrous metallurgy, pipelines projects, etc. It was also stated that Engineers India Limited is an officer-oriented Company in which executives constitute nearly 80% of the workforce. Availability of well-qualified and trained SC and ST candidates for these special jobs is very limited.

2.12 When enquired about the measures taken to wipe out the shortfall, the Committee were informed that SC/ST vacancies were advertised from time to time exclusively on All India basis. In past, Selection Committee had also visited areas of SC/ST concentration and while making recruitment, relaxation in prescribed criteria was also extended.

2.13 When questioned by the Committee about the remedial steps taken to wipe out the shortfall, the Secretary, Ministry of Petroleum and Natural Gas explained:

“Engineers India Limited is very conscious of the commitment and it takes various steps to increase the percentage of SCs & STs. They do three kind of activities. One is, they conduct periodical Special Drive and we have given the data as to what Special Drive they have undertaken. Then, they do the campus interviews. They have offered scholarship programmes for the young students and also to the college students..... For instance, in 1996-97 alone, out of the backlog of 20 SC and 25 ST posts, we have issued offer orders to 31 SC and 42 ST candidates respectively. The offer has already gone. If they accept the offer, then we hope that we can wipe out the backlog within the next three months....”

2.14 The Committee note that despite marathon Special Recruitment Drives and walk-in-interviews launched by Engineers India Limited in the areas of SC/ST concentration during the last four years 6 vacancies of Scheduled Castes and 10 of Scheduled Tribes in Group ‘A’, 1 vacancy of SC and 2 of ST in Group ‘B’ and 12 vacancies of ST in Group ‘C’ were carried forward during the year 1996. The Committee also note with concern that in Group ‘A’ (as a whole) the reduction in percentage of shortfall in respect of SC and ST categories was negligible. As regards Scheduled Castes category in Group ‘B’ the percentage of shortfall as on 1.1.97 was 0.87% and in Scheduled Tribes category it remained around 6% during the last four years without any significant change. Similarly, in Group ‘C’ the percentage of shortfall in Scheduled Tribe category, shows declining trend of one per cent only. The plea of the Ministry of Petroleum and Natural Gas that Engineers India Limited is a hi-tech design Engineering Consultancy Organisation which is officer oriented and constitute nearly 80% of its workforce as executives because of which availability of well qualified and well trained SC/ST candidates for specialised jobs is very limited is not convincing to the Committee. The Committee, therefore, recommend that besides launching Special Recruitment Drives, Walk-in-Interviews, etc. vigorous efforts should be made by Engineers India Limited to wipe out the shortfall expeditiously as assured by the representatives of the Ministry of Petroleum and Natural Gas.

**(e) Pre-recruitment Training**

2.15 The Committee have been informed that practice of pre-recruitment training is being followed quite regularly in respect of

recruitment of Engineers (on contract). Candidates found lacking experience, are selected as trainee for one year and given training and subsequently they are given three years employment. The Committee are further informed that this practice is also followed in respect of draftsmen. The company engages draftsmen trainees both from general and SC/ST categories every year for whom there is no compulsory obligation to recruit them later. However, the company recruit some of the draftmen trained by it every year.

2.16 The Committee have also been informed that Engineers India Limited also awards scholarship to meritorious SC/ST students studying in second year of Engineering Colleges and ITIs draftsmen students. Following successful completion of their education they are given preference against jobs advertised by Engineers India Limited and in employment exchange requisitions.

2.17 The Committee were further informed that 17 Engineer trainees (on contract) were inducted against reserved vacancies during 1996 and 1997 for various construction jobs. They are likely to be absorbed as contract Engineers in 1997 and 1998 for a further period of three years. Also, during the last 3 years (1994—96) a total of 9 (SC—8, ST—1) Draftsmanship trainees were offered employment in EIL and 6 SC and 1 ST among them were appointed against reserved vacancies.

2.18 The Committee note that EIL is imparting pre-recruitment training to Engineers (on contract) and Draftsmen. On completion of such training Engineers are given 3 years employment and some of the trained Draftsmen are absorbed in the Company on regular basis. The Committee further note that 17 Engineer Trainees (on contract) were inducted in EIL during 1996-97 and proposed to be absorbed as Contract Engineer in 1997-98 for a further period of 3 years. Similarly, 9 (SC—8, ST—1) Draftsmen trainees were appointed. The Committee also note that meritorious SC/ST students studying in 2nd year of Engineering Colleges and ITIs, Draftsmen students are awarded scholarships and given preference against posts advertised by EIL. The Committee appreciate the endeavour on the part of EIL for imparting pre-recruitment training and scholarships to SC/ST students and hope that EIL would maintain that spirit in future also. However, the Committee desire that Engineers (on contract) and Draftsmen trained by EIL and SC/ST students of Engineering colleges and ITIs to whom scholarships have been provided by EIL should invariably be absorbed/appointed in the Company on regular basis so that efforts made by EIL to train them may not go futile.

## **CHAPTER III**

### **PROMOTION**

#### **(a) Promotion Procedure**

3.1 The Committee were informed that Employees career growth is based on method of promotion by selection which is primarily based on merit. Promotion Committees are constituted in keeping with promotion rules and promotions are affected on the basis of Performance Appraisal Reports and other factors.

3.2 When the Committee enquired about the concessions/relaxations given to SCST employees while considering them for promotion, it was stated that for promotion in Group 'B', 'C', and 'D' and from Group 'B' to lowest rung of Group 'A' all eligible SCST employees who otherwise meet the minimum number of years required for consideration for promotion are promoted as long as they are not unfit for promotion. Within Group 'A' upto the pay scale Rs. 9,000-10,500, the relaxations are as given under the method of promotion by selection which help to protect career growth of SCST employees although there are no reservations in promotions as such. It was further stated that in the first three levels in Group 'A' all eligible SCST officers who meet the requirement of minimum qualifying period and have merit rating of "satisfactory" as against minimum of "very good" for general category are promoted.

3.3 When asked about the minimum period required for promotion, the representatives of the Engineers India Limited stated:—

"Sir, there are different categories of employees. For Senior Draftsmen it is 5 years, for Assistant it is 6 years and for Senior Computer Operator it is 5 years. There are different criteria fixed by the Departmental Promotion Committee (DPC) which is approved by the CMD. This criteria is applied in the case of general candidates. There is merit quotient which we work out from this. If it is 12 in the case of general candidates, it is 9 for SCST candidates for promotion. As long as they are not unfit for promotion the SCST candidates are given top priority. Those who are in the Zone of Consideration have been promoted. This is happening from 1994 to 1996."

**(b) Promotion Made**

3.4 The Committee were informed that total number of employees promoted in Group 'A', 'B', 'C' and 'D' categories of posts during the year 1994, 1995 and 1996 and the number of SCs and STs among them were as under:

Year	Category	No. of Employees Promoted	No. of Posts filled by		Per cent of		Backlog vacancies/shortfall	
			SC	ST	SC	ST	SC	ST
1	2	3	4	5	6	7	8	9
1994	Lowest rung of Gr. 'A'	38	8	—	21.05	—	1	—
	Gr. 'B'	103	18	—	17.47	—	2	—
	Gr. 'C'	34	6	1	17.64	2.4	9	6
	Gr. 'D'	2	2	—	100.00	—	—	—
		177	34	1	19.20	0.58	12	6
1995	Lowest rung of Gr. 'A'	38	9	—	23.68	—	1	2
	Gr. 'B'	63	14	—	22.22	—	3	4
	Gr. 'C'	30	12	—	40.00	—	8	7
	Gr. 'D'	1	—	—	—	—	—	—
		132	35	—	26.51	—	12	13
1996	Lowest rung of Gr. 'A'	46	11	—	23.91	—	—	1
	Gr. 'B'	78	14	1	17.94	1.28	2	—
	Gr. 'C'	32	8	1	25.00	3.12	11	9
	Gr. 'D'	—	—	—	—	—	—	—
		156	33	2	21.15	1.28	13	10

3.5 It is evident from the Statement *ibid* that there is a shortfall of 2 and 11 Scheduled Castes in Group 'B' and 'C' and 1 and 9 Scheduled Tribes in Group 'A' and 'C' respectively in the year 1996.

3.6 On being enquired about the reasons for the backlog in promotion it was replied that this backlog is only notional and has arisen due to lack of eligible SCST employees available for consideration of promotion.

3.7 When the Committee asked with regard to corrective steps taken by the Ministry to wipe out the shortfall and the time by which it will be possible to clear the shortfall, it was stated that with growing induction of employees at entry level (lowest rung) and as employees

move in higher grades on promotion, backlog is likely to be substantially reduced in all the categories of posts.

3.8 On being asked regarding pre-promotional training to SCST employees to make them eligible for promotion, it was stated that since the backlog in promotion is only due to lack of eligible candidates in feeder cadre and not due to non-availability of well-trained employees for promotions, therefore, pre-promotional training is not required and will not help in reducing the shortfall.

3.9 The Committee note that there has been a shortfall of 2 and 11 Scheduled Castes in Group 'B' and 'C' and 1 and 9 Scheduled Tribes in Group 'A' and 'C' respectively in EIL during 1996. The usual plea of non-availability of eligible SC/ST employees for consideration for promotion adduced by EIL is not at all convincing. The Committee desire that EIL should clear the shortfall in promotion, within a period of three months by relaxing the minimum qualifying period of service or by increasing zone of consideration in respect of SC/ST employees.

**CHAPTER IV**  
**MISCELLANEOUS**

**(a) Liaison Officer and SC/ST Cell**

4.1 The Committee were informed that a senior officer who is well versed in dealing with SC/ST affairs and having proper and helpful attitude towards SC/ST community is chosen as Liaison Officer. At present an officer of the level of Deputy General Manager has been appointed as Chief Liaison Officer.

4.2 The Committee were also informed that an SC/ST cell has been set up in Engineers India Limited at Head Office, New Delhi. This Cell consists of Deputy General Manager (Chief Liaison Officer) and is assisted by a Manager and a Senior Assistant. The Cell coordinates activities to safeguard interests of SC/ST employees, maintain rosters, prepare periodic returns/reports and maintain data bank for information relating to SC/ST employees.

4.3 When the Committee desired to know whether the Chief Liaison Officer/Liaison officers are appointed on full-time basis, it was stated that Chief Liaison Officer is discharging his responsibilities along with his other commitments as head of HRD in EIL.

4.4 When the Committee enquired, whether there is any officer in SC/ST Cell belonging to SC/ST category, it was submitted that the Manager (HRD) and Senior Assistant who form part of SC/ST Cell belongs to SC category.

4.5 The Committee note that a Deputy General Manager has been appointed as Chief Liaison Officer who has also been entrusted with other liabilities relating to his post, besides looking after the affairs of SC/ST employees. The Committee further note that an SC/ST Cell has also been set up at Headquarter of EIL in New Delhi under the Control of Chief Liaison Officer who is assisted by a Manager (HRD) and a Senior Assistant. The Committee are of the view that it may not be possible for the Chief Liaison Officer to do justice to SC/ST Cell while discharging the duties of Deputy General Manager as well as Chief Liaison Officer simultaneously. The Committee, therefore, recommend that a full-time Liaison Officer should be appointed so as to ensure proper implementation of reservation orders meant for SCs-STs in Engineers India Limited in letter and spirit. Keeping in view the mammoth strength of more than four thousand employees it becomes all the more important that the SC/ST Cell be manned with adequate staff. The Committee desire that necessary steps



should be taken to strengthen the Cell by inducting sufficient staff so that the welfare of SCST employees could be properly looked after.

**(b) Rosters**

4.6 The Committee were informed that since the recruitment is centralised in the EIL, therefore, the rosters are maintained centrally at Headquarters, New Delhi. It was also informed that these rosters are periodically inspected by the Chief Liaison Officer and no discrepancy was noticed during such inspections. It was further stated that the representative of the Ministry of Petroleum and Natural Gas also inspect the rosters occasionally and no discrepancy was reported.

4.7 When asked about the periodical interval for inspection of the rosters, it was replied that rosters are inspected by Chief Liaison Officer on monthly basis or even earlier when number of entries are required to be made in the Roster Register. On being further enquired about the date on which the Roster Registers last inspected, it was stated that these were last inspected by the representatives of the Ministry of Petroleum and Natural Gas during May, 1994.

4.8 The Committee note with concern that although the Roster Registers are being inspected by Chief Liaison Officer on monthly basis yet the same are not inspected by the representatives of the Ministry on regular intervals as is evident from the fact that the last inspection took place in May, 1994. The Committee would like to emphasize that the roster is the mechanism to watch adequate intake of the Scheduled Castes and Scheduled Tribes in services. The Roster as a matter of fact is mirror of an institute and should reflect a clear picture. The Rosters should, therefore, be properly maintained and checked by the representatives of the Ministry of Petroleum & Natural Gas at regular intervals. A certificate in token of having checked the roster should also be recorded in the register. The Committee also desire that if any irregularity is found in the maintenance of the rosters strict action should be taken against the concerned officers responsible for such lapses.

**(c) Training Abroad**

4.9 The Committee were informed that Engineers India Limited has sent 17, 10 and 27 employees abroad during 1994, 1995 and 1996 respectively for taking part in training/seminars/symposia/conference etc. out of which only 2 SC employees were sent abroad in the year 1994.

4.10 When asked about the criteria for sending employees to participate in training/symposia etc. abroad it was stated that employees for training are sent under Colombo Plan etc. under which barely one or two employees are sent intermittently. As regards participation in seminar/Symposia etc. abroad, employees generally participate for paper presentation only in the event of acceptance of their paper by the international agencies and rarely as a delegate to attend seminar on some

specialised subjects. It was further stated that visit in these categories are mainly on account of paper presentations. If SCST employees comes forward, the company would be pleased to examine the proposals for appropriate decision in respect of sending them abroad.

4.11 The Committee are unhappy to note that out of 54 employees sent abroad during the years 1994,1995 and 1996 to participate in training/seminar/symposia etc. only two employees belonging to Scheduled Castes were sent abroad in the year 1994. The reasons adduced by the Company for such a low representation of SC/ST employees in these training/seminar etc. abroad are not satisfactory. The Committee feel that sincere efforts have not been made by Engineers India Limited in making SC/ST employees available for such assignments abroad. The Committee, therefore, strongly recommend that the Engineers India Limited should ensure that an adequate number of Scheduled Castes and Scheduled Tribes personnel are groomed in such a manner that a large number of these employees are deputed for training/seminars/symposia/conferences or for other assignments outside the country. The Committee, therefore, further recommend that the criteria for nomination of executives for training seminars etc. abroad should suitably be relaxed to make SCST Officers available in large number for such training/seminar/symposia etc.

**(d) Complaints/Grievances**

4.12 The Committee were informed that as per procedure, for redressal of grievances/representations against non-promotions are invited after the declaration of promotion list. These representations are reviewed by Representations Review Committee (RRC) constituted as per promotion rules/policy of the Company. The recommendations of the RRC are put up to the Management for consideration and approval and replied accordingly. As regards SCST employees, Chief Liaison Officer acts as contact person for redressing their grievances.

4.13 On being asked about the composition of the Representations Review Committee and whether any SCST employee is also associated with the Committee, it was replied that RRC is constituted by the Chairman and Managing Director consisting of senior officers generally at the level of Heads of Divisions (HOD) as per the prevailing promotion policy and rules. It only examines the representations in terms of correctness of data, any factual errors etc. In the past three years, in groups where reservation is applicable, only one case was recommended for promotion by RRC. It was further replied that RRC consists of HD as members and SCST employees are not available at such level in the Company. However, Deputy General Manager (Chief Liaison Officer) is invariably associated with RRC to protect the interest of SCST employees.

4.14 When the Committee enquired, whether any complaints/grievances register is maintained to record the details and disposal of such complaints, it was replied that record of complaints/grievances against non-promotions

are maintained for all employee including SCST alongwith status of their disposal.

4.15 The Committee note that for redressal of grievances/complaints relating to non-promotion, a Representation Review Committee (RRC) has been set-up consisting of Chairman and Managing Director and Head of Divisions. The Committee further note that it only examines the representation relating to promotional affairs and the Recommendations of RRC are submitted to the Management for consideration and replied accordingly. The Committee also note that records of complaints/grievances against non-promotion is maintained for all employees including SCST alongwith status of their disposal. The Committee are happy to note that better care has been taken in case of any complaint relating to non-promotion. The Committee, however, are of the view that if any senior SC/ST officer is not available for inclusion in the RRC, a junior officer may be included as a co-opted member. The Committee also desire that a separate register should be maintained exclusively for the complaints-grievances of SCST employees irrespective of the nature of the complaint.

NEW DELHI;  
August, 1997

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*Shravana, 1919 (Saka)*

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

**APPENDIX**  
(Vide para 4 of introduction)

**SUMMARY OF CONCLUSIONS/RECOMMENDATIONS  
CONTAINED IN THE REPORT**

Sl. No.	Para No.	Conclusions/Recommendations
1	2	3
1.	1.7	<p>The Committee note that at present there are 6 functional Directors including CMD and one part-time Director in the EIL but none of them belongs to SCs/STs. As per para 2.1 of the Brochure on Reservation for SCs and STs (8th Edition) brought out by the Ministry of Personnel, Public Grievances and Pensions, there is reservation of 15% and 7½% for SCs and STs in all appointments to Group 'A' posts filled by direct recruitment through nomination/advertisement. The Committee are of the view that with concerted efforts, it should not be difficult for the Ministry to find out a meritorious and competent officer belonging to SC/ST categories for inclusion in the Board of Directors. The Committee, therefore, recommend that serious and vigorous efforts should be made by the Government to find out an SC/ST person for appointment in the Board of Directors.</p>
2	2.14	<p>The Committee note that despite marathon Special Recruitment Drives and walk-in-interviews launched by Engineers India Limited in the areas of SC/ST concentration during the last four years 6 vacancies of Scheduled Castes and 10 of Scheduled Tribes in Group 'A', 1 vacancy of SC and 2 of ST in Group 'B' and 12 vacancies of ST Group 'C' were carried forward during the year 1996. The Committee also note with concern that in Group 'A' (as a whole) the reduction in percentage of shortfall in respect of SC and ST categories was negligible. As regards Scheduled Castes category in Group 'B' the percentage of shortfall as on 1.1.97 was 0.87% and in Scheduled Tribes category it remained around 6% during the last four years without any significant change. Similarly, in Group 'C' the percentage of shortfall in Scheduled Tribe category, shows declining trend of one per cent only. The plea of the Ministry of Petroleum</p>

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and Natural Gas that Engineers India Limited is a hi-tech design Engineering Consultancy Organisation which is officer oriented and constitute nearly 80% of its workforce as executives because of which availability of well qualified and well trained SC/ST candidates for specialised jobs is very limited is not convincing to the Committee. The Committee, therefore, recommend that besides launching Special Recruitment Drives/Walk-in-Interviews etc. vigorous efforts should be made by Engineers India Limited to wipe out the shortfall expeditiously as assured by the representatives of the Ministry of Petroleum and Natural Gas.

3. 2.18 The Committee note that EIL is imparting pre-recruitment training to Engineers (on contract) and Draftsment. On completion of such training Engineers are given 3 years employment and some of the trained Draftsmen are absorbed in the Company on regular basis. The Committee further note that 17 Engineer Trainees (on contract) were inducted in EIL during 1996-97 and proposed to be absorbed as Contract Engineer in 1997-98 for a further period of 3 years. Similarly, 9 (SC-8, ST-1) Draftsmen trainees were appointed. The Committee also note that meritorious SC/ST students studying in 2nd year of Engineering Colleges and ITIs, Draftsmen students are awarded scholarships and given preference against posts advertised by EIL. The Committee appreciate the endeavour on the part of EIL for imparting pre-recruitment training and scholarships to SC/ST students and hope that EIL would maintain that spirit in future also. However, the Committee desire that Engineers (on contract) and Draftsmen trained by EIL and SC/ST students of Engineering colleges and ITIs to whom scholarships have been provided by EIL should invariably be absorbed/appointed in the Company on regular basis so that efforts made by EIL to train them may not go futile.
4. 3.9 The Committee note that there has been a shortfall of 2 and 11 Scheduled Castes in Group 'B' and 'C' and 1 and 9 Scheduled Tribes in Group 'A' and 'C' respectively in EIL during 1996. The usual plea of non-availability of eligible SC/ST employees for consideration for promotion adduced by EIL is not at all convincing. The Committee desire that EIL should clear the shortfall in promotion, within a period of three months by relaxing the minimum qualifying period of service or by increasing zone of consideration in respect of SC/ST employees.
5. 4.5 The Committee note that a Deputy General Manager has been appointed as Chief Liaison Officer who has also been
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entrusted with other liabilities relating to his post, besides looking after the affairs of SC/ST employees. The Committee further note that an SC/ST Cell has also been set up at Headquarter of EIL in New Delhi under the Control of Chief Liaison Officer who is assisted by a Manager (HRD) and a Senior Assistant. The Committee are of the view that it may not be possible for the Chief Liaison Officer to do justice to SC/ST Cell while discharging the duties of Deputy General Manager as well as Chief Liaison Officer simultaneously. The Committee, therefore, recommend that a full-time Liaison Officer should be appointed so as to ensure proper implementation of reservation orders meant for SCs/STs in Engineers India Limited in letter and spirit. Keeping in view the mammoth strength of more than four thousand employees it becomes all the more than four thousand employees it becomes all the more important that the SC/ST Cell be manned with adequate staff. The Committee desire that necessary steps should be taken to strengthen the Cell by inducing sufficient staff so that the welfare of SC/ST employees could be properly looked after.

6. 4.8

The Committee note with concern that although the Roster Register are being inspected by Chief Liaison Officer on monthly basis yet the same are not inspected by the representative of the Ministry on regular intervals as is evident from the fact that the last inspection took place in May, 1994. The Committee would like to emphasize that the roster is the mechanism to watch adequate intake of the Scheduled Castes and Scheduled Tribes in services. The Roster as a matter of fact is a mirror of an institute and should reflect a clear picture. The Rosters should, therefore, be properly maintained and checked by the representatives of the Ministry of Petroleum & Natural Gas at regular intervals. A certificate in token of having checked the roster should also be recorded in the register. The Committee also desire that if any irregularity is found in the maintenance of the rosters strict action should be taken against the concerned officers responsible for such lapses.

7. 4.11

The Committee are unhappy to note that out of 54 employees sent abroad during the years 1994, 1995 and 1996 to participate in training/seminar/symposia etc. only two employees belonging to Scheduled Castes were sent abroad in the year 1994. The reasons adduced by the Company for such a low representation of SC/ST employees in these training/seminars etc. abroad are not satisfactory. The Committee feel that sincere efforts have not been made

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by Engineers India Limited in making SC/ST employees available for such assignments abroad. The Committee, therefore, strongly recommend that the Engineers India Limited should ensure that an adequate number of Scheduled Castes and Scheduled Tribes personnel are groomed in such a manner that a large number of these employees are deputed for training/seminars/symposia/conferences or for other assignments outside the country. The Committee, therefore, further recommend that the criteria for nomination of executives for training seminars etc. abroad should suitably be relaxed to make SC/ST Officers available in large number for such training/seminars/symposia etc.

- 8 4.15 The Committee note that for redressal of grievances/complaints relating to non-promotion, a Representation Review Committee (RRC) has been set-up consisting of Chairman and Managing Director and Head of Divisions. The Committee further note that it only examines the representation relating to promotional affairs and the recommendations of RRC are submitted to the Management for consideration and replied accordingly. The Committee also note that records of complaints/grievances against non-promotion is maintained for all employees including SC/ST alongwith status of their disposal. The Committee are happy to note that better care has been taken in case of any complaint relating to non-promotion. The Committee, however, are of the view that if any senior SC/ST officer is not available for inclusion in the RRC, a junior officer may be included as a co-opted member. The Committee also desire that a separate register should be maintained exclusively for the complaints/grievances of SC/ST employees irrespective of the nature of the complaint.
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