

TIME LIMIT
MOST URGENT

भारत सरकार/Government of India
परमाणु ऊर्जा विभाग/Department of Atomic Energy
सचिवालय समन्वय अनुभाग/Secretariat Coordination Section

अणुशक्ति भवन/Anushakti Bhavan,
छत्रपति शिवाजी महाराज मार्ग/C.S.M Marg,
मुंबई/Mumbai - 400 001.
(☎022- 22862661)
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No.25/20/2014-SCS/ 16187

December 22, 2014.

Subject: Recommendations of the Committee to analyse the reasons for less employability of SCs/STs/OBCs and Persons with Disabilities in government and remedial measures – Regarding.

A copy of Department of Personnel and Training (DoPT) OM No.36038/01/2013-Estt.(Res.) dated 26.11.2014 on the captioned subject is enclosed as **Annex**.

2. As envisaged in the said DoPT OM dated 26.11.2014 all Constituent Units / Public Sector Undertakings / Aided Institutions are requested to inform the status of action taken to the Department as per the schedule therein, so as to enable the Department to furnish the report to DoPT from time to time.


3. Attention is also invited to paragraph 3 of the enclosed report which stipulates that the Liaison Officers in the respective Unit shall be personally accountable for correct compilation of data on backlog reserved vacancies as they are entrusted with such responsibility instead of the Head of the Establishment / Administration Division.

4. In this connection, as envisaged in Sr.No.1 at paragraph 4 of minutes, constitution of the Expert Committee in respect of DAE is being taken care separately.

5. All DAE Units are also requested to furnish the data / status report in consultation with Liaison Officer for SC/ST/PWD and OBC to the Department without awaiting any separate communication / reminder.

6. The matter may please be treated as **most urgent**.

Encl: Nine pages


(S.S. Prasad Rao)
Under Secretary
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e-mail: usvig@dae.gov.in

All Heads of Constituent Units/ PSUs/ AIs

Copy to: 1. Section Officer (Adm.), DAE
2. Section Officer (Cadre), DAE

Immediate

No. 36038/01/2013-Estt.(Res.)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi
Dated the 20th November, 2014

OFFICE MEMORANDUM

26 NOV 2014

Subject: Recommendations of the Committee to analyse the reasons for less employability of SCs, STs, OBCs & Persons with Disabilities in Government sector and remedial measures-reg.

The undersigned is directed to forward herewith the Minutes of the Meeting held on 22nd October, 2014 to deliberate on the recommendations contained in the Report submitted by the Committee constituted to analyse the reasons for less employability of SCs, STs, OBCs & Persons with Disabilities in Government sector and remedial measures, for necessary action. Action taken in the matter may please be intimated to this Department.

G. Srinivasan

(G. Srinivasan)

Deputy Secretary to the Govt. of India

Tel: 23093074

1. Shri Sudhir Bhargava, Secretary, Ministry of Social Justice & Empowerment, Shastri Bhawan, New Delhi
2. Shri Hrusikesh Panda, Secretary, Ministry of Tribal Affairs, Shastri Bhawan New Delhi.
3. Ms. Stuti Naitain Kacker, Secretary, Department of Disability Affairs, Shastri Bhawan, New Delhi
4. Shri Radha Krishna Mathur, Secretary, Ministry of Defence, South Block, New Delhi
5. Shri Anil Goswami, Secretary, Ministry of Home Affairs, North Block, New Delhi
6. Shri Arunendra Kumar, Chairman, Railway Board, Ministry of Railways, Rail Bhawan, New Delhi
7. Shri Kasmukh Adhia, Secretary, Department of Financial Services, Jeevan Deep Building, New Delhi
8. Dr. Anup K. Pujari, Secretary, Ministry of Mines, Shastri Bhawan, New Delhi
9. Shri Shankar Agarwal, Secretary, Ministry of Urban Development, Nirman Bhawan, New Delhi
10. Ms. K. Banerjee, Secretary, Department of Posts, Dak Bhawan, New Delhi
11. Shri Bimal Julka, Secretary, Ministry of Information & Broadcasting, Shastri Bhawan, New Delhi

Smt VL

Added Sec

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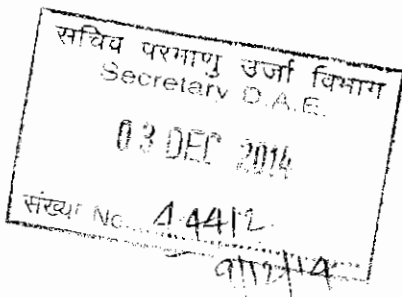
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- ✓ 12. Dr. Ratan Kumar Sinha, Secretary, Department of Atomic Energy, Anushakti Bhawan, CSM Marg, Mumbai
 13. Shri G. Mohan Kumar, Secretary, Department of Defence Production, South Block, New Delhi
 14. Shri Satyanarayan Mohanty, Secretary, Ministry of Human Resource Development, Shastri Bhawan, New Delhi
 15. Shri Shaktikanta Das, Secretary, Department of Revenue, North Block, New Delhi
 16. Dr. S. Ayyappan, Secretary, Department of Agricultural Research and Education, Krishi Bhawan, New Delhi
 17. Shri Amarjit Singh, Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi
 18. Shri Amitava Bhattacharyya, Chariman, Staff Selection Commission, CGO Complex, Lodhi Road, New Delhi
 19. Secretary, Railway Recruitment Cell, Northern Railways, Lajpat Nagar, New Delhi

Copy to:

1. PSO to Secretary (P)
2. PS to JS (AT&A)

AS/44412
10/12/14



MINUTES OF THE MEETING HELD ON 22ND OCTOBER, 2014 TO DELIBERATE ON THE RECOMMENDATIONS CONTAINED IN THE REPORT SUBMITTED BY THE COMMITTEE CONSTITUTED TO ANALYSE REASONS FOR LESS EMPLOYABILITY OF SCHEDULED CASTES(SC), SCHEDULED TRIBES (ST), OTHER BACKWARD CLASS (OBC) AND PERSONS WITH DISABILITIES (PWD)

List of participants is at Annexure.

At the outset of the meeting, Joint Secretary (AT&A), DOPT welcomed the participants and in her introductory remarks drew attention to the Report submitted in May, 2014 by the Committee constituted under the Chairmanship of the Secretary, Department of Social Justice and Empowerment in regard to the in-depth analysis of the reasons for backlog in reserved vacancies and to suggest measures to enhance the employability of reserved category candidates. Joint Secretary (AT&A) expressed the view that the recommendations as contained in the Report need to be transformed into effective deliverables, which could be achieved in a time bound manner.

2. Draft deliverables as prepared by the DOPT for deliberation during the meeting were discussed at length. Deliverables like constitution of Expert Committee, preparation of data sheet for backlog vacancies, study of reasons for non-filling up of backlog vacancies, review of educational qualifications and time limits thereof were discussed and it was observed that deliverables need to be achieved in a specific time bound manner aiming at the reduction of backlog reserved vacancies in a comprehensive manner.

~~3~~ It was decided that Liaison Officers in the Ministries/Departments, Attached offices, Subordinate Offices, Central Public Sector Undertakings, etc should be personally accountable for correct compilation of data on backlog reserved vacancies as they are entrusted with such responsibility instead of the Head of the Establishment/Administration Division.

4. Following deliverables were finalised as a measure to reduce the backlog vacancies for SCs/STs/OBCs and PWDs in posts/services in the Central Government:-

Sl. No.	Deliverables	Time limit
(i)	Each Ministry/Department shall constitute an Expert Committee comprising Joint Secretary (Establishment/Administration) as Chairperson with Deputy Secretary/Director concerned and Liaison Officer as members of the Committee. The Chairperson may also invite representatives from attached/subordinate offices, Central Public Sector Enterprises for the meetings pertaining to them.	Expert Committee to be constituted before 31.12.2014.
(ii)	Preparation of data-sheet in regard to the backlog vacancy figures for SC/ST/OBC and PWD separately for direct recruitment and promotion (wherever it is applicable) in Secretariat, attached and subordinate offices, Central Public Sector Enterprises, etc. with effect from 01.04.2012 taking into account the backlog reserved vacancies lying unfilled at the end of the Special Recruitment Drive concluded as on 31.3.2012. Data-sheet must be prepared Group-wise i.e. Group A, Group B, Group C (excluding safai karamcharis), Group C (safai karamcharis) and Group D. Liaison Officer in the Ministry/Department shall be personally accountable for correct data.	To be achieved before 31.3.2015.
(iii)	Study of the reasons for non-filling up of posts including scientific and technical posts reserved for SCs/STs/OBCs and PwDs and if the recruitment failure is on long-term basis, the Committee may consult Staff Selection Commission, UPSC and other recruitment agencies, as the case may be.	To be achieved before May, 2015.
(iv)	Review of educational qualifications prescribed for the vacancies lying unfilled and also review of posts where candidates, particularly from ST categories do not come up to prescribed standards.	To be achieved before August, 2015.

	Special study is needed in respect of Group B and Group C posts in the Ministry of Railways, Ministry of Home Affairs and civilian organisations under Ministry of Defence. A special study is also need for PWDs.	
(v)	Reserved vacancies so identified and reviewed in respect of SC/ST/OBC shall be filled up through Special Recruitment Drive.	To be achieved before August, 2016.
(vi)	Status report of Special Recruitment Drive to be sent to DOPT	Before 30 th September, 2016.
(vi) (vii)	Backlog vacancy if still lying vacant may be brought to the notice of DGET with the reasons for non-filling up backlog vacancies for conducting requisite pre-recruitment training programmes.	To be informed to DGET immediately after the conclusion of Special Recruitment Drive and DGET would conduct training programmes within next three months i.e. November, 2016.

5. Apart from the Special Recruitment Drive to be launched from October, 2015 after the identification and review of backlog reserved vacancies as described above, it was also decided that each Ministry/Department should initiate Special Recruitment Drive from the very beginning of the constitution of the Committee till the launch of the Drive from October, 2015 in respect of the backlog reserved vacancies in the Secretariat, attached/subordinate offices, Central Public Sector Enterprises, etc. as a concerted and continuous effort to reduce the gap of backlog reserved vacancies.

6. Department of Disability Affairs vide D.O. letter No.21-02/2013-DD-III dated the 10th May, 2014 has already requested for the Special Recruitment Drive seeking

Ministry/Department-wise data on posts reserved for PwDs and posts currently held by them in order to fill up vacancies meant for them.

7. It was felt that pre-recruitment and on-the-job training programmes as suggested in the Report would play a decisive role in bridging the gap of backlog reserved vacancies and the recommendations of the Committee in that regard need to be achieved in a time bound manner through the deliverables as below:-

Sl.No.	Deliverables	Time limit
(i)	The respective Committees of Department of Social Justice and Empowerment, Ministry of Tribal Affairs, Ministry of Human Resource Development and Department of Disability Affairs shall prepare an action plan to advertise their schemes for education empowerment, up-skilling, vocational training for their respective target groups in Employment News/Rozgar Samachar, State/District level newspaper and also in their respective public domain/website.	To be achieved before 31 st January, 2015.
(ii)	Each Ministry/Department, attached/subordinate offices, Central Public Sector Enterprises shall start on-the-job training programme in consultation with Department of Social Justice and Empowerment, Ministry of Tribal Affairs and Department of Disability Affairs for the employees belong to SC/ST/OBC appointed on relaxed standards and also for the PWDs.	To be achieved before 31 st January, 2015.
(iii)	Expert Committee in the Ministry of Railways and Department of Posts which have a sizeable work force in Group C and Group D posts shall identify non-security posts or posts with sedentary nature of job where PWDs could be appointed to the maximum extent possible and the same shall be uploaded in the respective website.	To be achieved before 31 st January, 2015.

(iv)	Central Public Sector Enterprises having units in States/UTs with large concentration of SC/ST/OBC and PWD employees/officers should conduct in-campus awareness programmes in various institutions/colleges/universities in respect of the vacancies reserved for SC/ST/OBC/PWD and qualifications, desirability, etc. required for such vacancies.	To be started from December, 2014 and as required in future.
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8. It was felt that some of the recommendations like publication of compendium of schemes by the DOPT on educational empowerment, up-skilling, vocational training being implemented by Ministry of Social Justice and Empowerment, Ministry of Human Resource Development, Ministry of Tribal Affairs and distribution of such compendiums in schools and colleges across the country could face implementation problem as DOPT is not the custodian of such information. Moreover, hosting of a dedicated website by DOPT to provide details of all reserved category posts to be filled by direct recruitment covering all Departments/Organisation and all pre-recruitment training programmes would not be feasible to achieve as it would involve numerous organisations and may cause error in data at any point of time owing to the fact that DOPT would not be aware in case of change in data by a particular organisation.

9. As deliberated during the meeting, it would not be feasible to explore the possibilities of recruiting persons through Employment Exchange, in-campus interview, etc. as the process of recruitment involves several pre-recruitment formalities like compulsory advertisement of recruitment in newspapers/Employment News/Rozgar Samachar, uploading in the website of the Organisation/recruiting agencies, etc. It was also observed that the DGET is not mandated to undertake any kind of recruitment.

10. It was decided to circulate minutes of this meeting to all the Ministries/Departments for compliance.

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11. As regards various factors leading to less employability of SC/ST/OBC/PWD and conclusion/policy strategies, analysis of vacancy position, etc. as noted in Report, it was decided that gist of them would be circulated to Ministries/Department by the DOPT through a separate communication.

The meeting ended with vote of thanks to the Chair.

ANNEXURE**LIST OF PARTICIPANTS****Department of Personnel and Training**

1. Ms. Archana Varma, Joint Secretary (AT&A) – Chairperson
2. Shri Shri Prakash, Director (Admn.)
3. Shri Sandeep Mukherjee, Under Secretary (Res-I)
4. Shri Debabrata Das, Under Secretary (Res-II)

Department of Social Justice and Empowerment

1. Shri Shyam Kapoor, Joint Secretary

Ministry of Tribal Affairs

1. Shri Gopal Sadhwani, Deputy Secretary

Department of Disability Affairs

1. Shri S.S. Gupta, Deputy Secretary
2. Shri T.D. Dhariyal, Dy. CCPD

Department of Higher Education

1. Shri S.K. Ghildiyal, Deputy Secretary.