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**PROFORMA FOR INSPECTION OF ROSTER MAINTAINED FOR PROVIDING RESERVATION FOR  
SCHEDULED TRIBES IN SERVICES.**

Name of Office

Date of last inspection

Name of post/group of posts

Date of current inspection

1. Whether separate rosters are being maintained for each grade or group of posts and within such grade / group, separately for (i) direct recruitment and (ii) for posts filled by promotion (where reservation is applicable in such posts filled by promotion) and whether all the appointments made during the period covered by the inspection are shown in the roster.
2. Whether the appropriate model roster viz. the one prescribed for (i) direct recruitment on All India basis by open competition (ii) direct recruitment on All India basis otherwise then by open competition (iii) direct recruitment on a local or regional basis or (iv) promotion as the case may be is being followed.