

Deptt. of Personnel O.M. No 16/1/72-Estt.(SCT) dated 11-8-1972* and No. 16/27/74-Estt.(SCT) dated 12-11-75*

(iii) ensuring that while making a reference to the Department of Personnel and Training with copy to the National Commission for Scheduled Castes and Scheduled Tribes for dereservation of reserved vacancies included in the roster for permanent appointments and temporary appointments likely to become permanent or continue indefinitely or while reporting cases of dereservation of reserved vacancies in the roster for purely temporary appointments to the National Commission for Scheduled Castes and Scheduled Tribes, full details in support of the proposal for dereservation (vide para 10.2) are given. Proposals sent to the Department of Personnel & Training regarding dereservation of reserved vacancies should contain a certificate to the effect that the proposal has been made with the full knowledge and concurrence of the Liaison Officer.

MHA O.M. No. 16/8/69 Estt.(SCT) dated 27-4-1970, and Deptt. of Personnel & A.R. O.M. No. 36024/1/78-Estt.(SCT) dated 27-6-78.

(iv) ensuring the extension of necessary assistance to the National Commission for Scheduled Castes and Scheduled Tribes in the investigation of complaints received by the Commissioner in regard to service matters, and in the collection of information for his annual report.

MHA O.M. No. 27/4(iii)/70-Estt. (SCT) dt. 3-9-1970 and Deptt. of Personnel O.M. No. 8/8/71

(v) conducting annual inspection of the rosters maintained in the Ministry/Department/Offices under the control of the Ministry/Department with a view to ensuring proper implementation of the reservation orders. The proforma for the inspection of the rosters is given in Appendix 7.

Est. dated** 22-4-71

(vi) acting as Liaison Officer between the Ministry/Department and the Department of Personnel and Training for supply of other information, answering questions and queries and clearing doubts in regard to matters covered by the reservation orders.

MHA O.M. No. 27/22/68 Estt. (SCT) dated 19-4-1969

15.2 Ministries/Departments should set up a Cell within the Ministry/Department under the direct control of the Liaison Officer. The functions of the Cell will mainly be to assist the Liaison Officer to discharge his duties effectively.

MHA O.M. No. 16/17/67 Estt.(C) dated 10-4-1968

15.3 In offices under the control of each Head of Department also, a Liaison Officer will be nominated for work relating to representation of Scheduled Castes and Scheduled Tribes in such offices. The duties of Liaison Officers for offices under such Heads of Departments will be similar to those mentioned above in respect of offices under their charge.

Deptt. of Personnel O.M. No. 27/2/71 Est. (SCT) dated 24-3-72.

15.4 Cases of negligence or lapses in the matter of following the reservation and other orders relating to Scheduled Castes and Scheduled Tribes coming to light through the inspections carried out by the Liaison Officers or otherwise, should be submitted to the Secretary/Additional Secretary to the Government in the respective Ministry/Departments and to the Head of the Department in respect of offices under the Head of Department. Necessary action should be taken as directed.

*Please see after Chapter—10

**Please see after Chapter—4.