

Copy of letter No. 6972-WG-66/24917, dated 23rd August, 1966, from the Secretary to Govt. Punjab Scheduled Castes Backward Classes Deptt. to all Heads of Deptts. Registrar, Punjab High Court Commissioners of Divisions, Deputy Commissioners of District and Session Judges and the Sub-Divisional Officers (Civil) in the Punjab.

Subject :— Reservation for the members of Scheduled Castes/Tribes and Backward Classes in promotion cases.

Sir,

I am directed to refer to Punjab Govt. instructions contained in circular letter No. 6486-5WG-II-63/19193, dated the 12th September, 1963, supplemented by letter No. 19181-4WG-63/795, dated the 14th January, 1964, 2125-4WGI-64/5213, dated the 18th March, 1964 and No. 4917-4WGI-66/18026, dated the 21st June, 1966, on the subject noted above wherein decision of 10 percent reservation in promotions posts for the members of Scheduled Castes/Tribes and Backward Classes had been detailed.

2. Govt. have since been receiving reference from several quarters seeking clarifications on some basic points which cropped up as a result of actual implementation of the said policy. After careful consideration of the matter the Govt. have decided to fall completely in line with the policy obtaining in Govt. of India. On the basis of policy of Govt. of India, the following decisions are laid down :—

(1) Class I and II appointments :

- (a) There will be no reservation for Scheduled Castes/Tribes and other Backward Classes in appointments made by promotion to a class II or a higher service or post whether on the basis of seniority-cum-fitness, selection or competitive examination limited to departmental candidates.
- (b) In the case of promotions made in or to Class I or II on the basis of seniority subject to fitness cases involving supersession of Scheduled Castes/Tribes Officers should be submitted for prior approval of the Minister concerned.

(2) Class III and Class IV appointments :

- (a) In the case of Class III and Class IV appointments, in grades or services to which there is no direct recruitment, there will be reservation at 20 percent for Scheduled Castes/Tribes and 2% for Backward Classes in promotions made by (i) Selection or (ii) on the result of competitive examinations limited to departmental candidates. Where, however, there is direct recruitment the existing percentage of reservation at the time of recruitment will continue.
- (b) List of Scheduled Castes/Tribes and Backward Classes officials belonging to these classes will be adjudged separately and not along with other officials and if they are suitable for promotion, they should be included in the list irrespective of their merit as compared to that of other officials. Promotions against reserved vacancies will however, continue to be subject to the conditions of minimum necessary qualifications and satisfactory record of service.
- (c) Cases involving supersession of Scheduled Castes/Tribes and Backward Classes, will be reported within a month to the Minister concerned for information.

(3) Appointments to posts for conducting Research :

It is considered that in appointments for conducting research or organising guiding and directing research there may be a great deal of difference between the best person available and the one who only possesses the prescribed minimum qualifications. It is desirable to look for the persons with the highest talents and accomplishments rather than be content with those who may be just adequate. The number of such posts is not so large to affect the interests of a considerable number of persons belonging to the Scheduled Castes/Tribes

and Backward Classes. On the other hand, the nature of work is such that it is done conspicuously well, scientific progress and development of the Country will be accelerated. It has, therefore, been decided that reservation both at the time of recruitment and at the time of promotions (20 percent for Scheduled Castes/Tribes, 2% for Backward Classes) will not apply in the case of appointments to posts for conducting research or organising, guiding and directing research.

(4) Roster :

- (a) To give proper effect to the reservations prescribed every appointing authority will treat vacancies as reserved or unreserved according to model roster laid down in the Punjab Govt. circular letter No. 2360-4WGI-64/4860, dated the 24th March, 1964. The roster will be maintained in the form of running account year to year. For example, if promotion in a year stops at point 6 of a cycle, promotion in the following year will begin at point 7.
- (b) If there are only two vacancies to be filled on a particular occasion, not more than one may be treated as reserved and if there be only one vacancy it should be treated as unreserved. If on this account, a reserved point is treated as unreserved, the reservation may be carried forward to the subsequent two recruitment years. Thus where the cadre strength is small say less than 5 and there is one post to be filled by promotion, it need not be treated as reserved but if on this account a reserved point is treated as unreserved the reservation may be carried forward to the subsequent recruitment two years.

3. The official belonging to Backward Classes will cease to be eligible for reservation in promotion when the annual income of their family exceeds the prescribed limit of Rs. 1,000 (in case of Backward Classes determined on economic criterion) and Rs. 1,800 (in case of socially Backward Classes declared by Government).

4. The above decisions take effect from the date of issue of these orders. Promotions already made in accordance with the instructions-in-force prior to the issue of these orders, will not be disturbed. The pending cases may be decided immediately in accordance with these instructions.

5. You are requested to bring the above decisions to the notice of all concerned.

The receipt of this communication may kindly be acknowledged.