

No. 1996-2G. S-I—76/8148

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Department's, Commissioners Ambala and Hissar Divisions. All Deputy Commissioners and all Sub-Divisional Officers in Haryana.
2. The Registrar,
Punjab & Haryana High Court and
All District & Sessions Judges in Haryana.

Dated Chandigarh, the 1 April, 1976.

Subject :—Reservation for ex-servicemen and persons belonging to Scheduled Castes and Backward Classes.

Sir,

I am directed to say that the Government has, from time to time, issued clear instructions regarding the percentage of reservation to be given to ex-servicemen and persons belonging to Scheduled Castes and Backward Classes as also the procedure to be adopted for the same. But a random survey of certain departments indicates that these instructions are not being followed carefully. In some cases these instructions have been violated. This is a very serious lapse and must be rectified without any delay.

2. It should be ensured by all heads of offices that in any requisition sent for filling up posts, the number of posts reserved for different categories of candidates is notified strictly according to Government instructions. It should also be ensured that the roster prescribed by the Government is maintained in every department.

3. The monitoring of this system will henceforth be done by the Employment Department. Detailed information should be supplied to the Director of Employment invariably by the 20th of the month following the quarters ending March, June,

September and December. This information should include the total number of posts category-wise, filled up during the quarter and the number of notified reserved posts. The reasons for any shortfall in actual reservation should be clearly stated. The information should be collected and compiled in the enclosed proforma by Heads of Departments. The Director of Employment, on the basis of the information received, should report to the Chief Secretary (General Services Branch) any shortfall in actual reservation, explained or unexplained.

4. You are requested to bring these instructions to the notice of all concerned. Any violation thereof will in future be taken serious note of.

Yours faithfully,

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Govt. Haryana.

A copy is forwarded for information and necessary action to the :

1. Financial Commissioner, Haryana.
2. All Administrative Secretaries to Govt. Haryana.

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government, Haryana.

To

1. The Financial Commissioner, Haryana.
2. All Administrative Secretary to Govt. Haryana.

U.O.No. 1996-2GSI-76/ dated Chandigarh, [the 1st April, 1976.