

MOST IMMEDIATE

DATE BOUND

Subject :—Review of shortfall in reserved categories-meeting held on 28-2-1983.

Will all the Financial Commissioner and Administrative Secretaries to Government, Haryana kindly refer to the U.O.No. 22/6/83-3GSIII, dated the 16th February, 1983 regarding subject noted above ?

2. A copy of the proceedings of the meeting of the Administrative Secretaries held on 28.2.83 at 10.00 A.M. is enclosed for information and necessary action. He is requested to send the requisite information in proformae A,C,B & D in triplicate on the basis of the decision of the meeting of the Administrative Secretaries held on 28.2.83 by the 5th March, 1983 without fail.

D.S. Cheema

**Under Secretary General Administration,
for Chief Secretary to Govt. Haryana.**

To

All the Financial Commissioners and
Administrative Secretaries to Govt. Haryana.

U.O. No. 22/6/83-3GSIII, dated, Chandigarh, the 2.3.83

Endst. No. 22/6/83-3GSIII, dated, Chandigarh, the 2.3.83

A copy alongwith a copy of the proceedings of the meeting
of the Administrative Secretaries is forwarded to :—

1. All Heads of Departments to Govt. Haryana.
2. All Commissioners & Deputy Commissioners in Haryana.
3. Registrar, Punjab & Haryana High Court, Chandigarh
for information & necessary action.

It is requested that the requisite information complete in all
respects be sent to his concerned Administrative Secretary in
triplicate by the 4th March, 1983 without fail.

D.S. Cheema

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

No. 22/6/83-3GSIII, dated, Chandigarh, the 2.3.83.

A copy is forwarded to the Secretary, Rajya Sainik Board
Haryana, Chandigarh, with reference to endst. No. 22/6/83-3GSIII,
16th February, 1983 for information and necessary action.

D.S. Cheema

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

**Proceedings of the meeting of the Administrative Secretaries held on
28.2.83 at 10.00 A.M.**

The following Administrative Secretaries alongwith other departmental representatives were present :—

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| 1. Sh. P.P. Caprihan. | C.S. |
| 2. Sh. L.C. Gupta. | F.C.R. |
| 3. Sh. Kulwant Singh. | F.C.C. |
| 4. Sh. V.K. Sibal | Commissioner Transport
and Local Govt. |
| 5. Sh. K.K. Sharma. | Commissioner PWD &
B&R |
| 6. Sh. M. Kuttapan. | Commissioner Labour and
Employment. |
| 7. Sh. J.D. Gupta. | Commissioner Agriculture. |
| 8. Sh. S.K. Sharma. | Commissioner Social
, Welfare. |

Sh. S.S. Yadav, Secretary, Rajya Sainik Board was also present.

2. The position with regard to short-fall in the appointments to the reserved categories quota posts for Scheduled Castes, Backward Classes, Ex-Servicemen and Physically handicapped persons was reviewed.

3. It was decided that wherever there are short-falls these should be removed by taking following steps :—

- (a) That where adhoc appointments have been made by the candidates belonging to general category, but the posts are meant for the reserved categories, the services of such adhoc employee may be dispensed with and these posts may be filled up by appointing candidates belonging to reserved categories.
- (b) That where promotions have not been given to the reserved personnel in accordance with the Govt. instructions, but actually such posts are meant for the reserved

category personnel, such posts may be given to them after reviewing the position.

4. It was pointed out by the Administrative Secretaries while giving figures in columns 4 of the proformae A, B, and C almost all departments have worked out figures on the basis of the cadre strength on 9-2-1979 whereas the information was required to be given on basis of the vacancies available on 9-2-1979 for the reserved category posts in accordance with instructions contained in letter No. 38/20/78-2GS-I dated 9-2-1979. It was also decided that all the departments may be given correct figures in columns No. 4 of the statements and send the revised statements A, B, C, & D to the Chief Secretary (in General Services III Branch), by the 5th March, 1983 without fail. A number of questions are likely to be asked in the coming session on this subject.

5. It was also decided that the Administrative Secretaries should review the representation of Scheduled Castes and other reserved category personnel in the boards, corporations and other autonomous bodies under their control at their own level.

6. Administrative Secretaries should also show the positions obtaining in the departments/ corporations under them, to their respective Ministers.
