



HARYANA VIDHAN SABHA

## FIFTH REPORT

OF THE

### **Committee on the Welfare of Scheduled Castes and Scheduled Tribes**

Presented to the House on the 20th March, 1980.

HARYANA VIDHAN SABHA SECRETARIAT,  
CHANDIGARH.  
MARCH, 1980.

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**COMPOSITION OF THE COMMITTEE ON THE WELFARE OF  
SCHEDULED CASTES AND SCHEDULED TRIBES FOR THE  
YEAR 1979-80**

**Chairman**

1. Captain Mange Ram, MLA

**Members**

- @2. Shri Jagan Nath
3. Shri Narain Singh
- &4. Shri Ishwar Singh
- \*5. Shri Jai Narain Khundia
- \*6. Shri Peer Chand
- £7. Master Jogi Ram
- \*8. Subedar Prem Singh
9. Shri Bhagi Ram

**Secretariat**

1. Shri Raj Krishan

Secretary

2. Shri S.S. Ahalawat

Deputy Secretary

*Note* :— Shri Peer Chand resigned from the Membership of the Committee with effect from the 11th May, 1979.

@Shri Jagan Nath on his appointment as Minister ceased to be member of the Committee with effect from 28th June, 1979 and Master Jogi Ram was appointed as Chairman of the Committee with effect from 2nd July, 1979.

£ Master Jogi Ram resigned from the Chairmanship of the Committee w.e.f. 21st July, 79 and Captain Mange Ram appointed Chairman of the Committee with effect from 1st August, 79.

\*Subedar Prem Singh and Shri Jai Narain Khundia ceased to be members of the Committee on their appointment as Deputy Ministers with effect from the 31st July, 1979.

& Shri Ishwar Singh resigned from the membership of the Committee with effect from 4th September, 1979.

(iv)

On 26th September, 1979, the following five members were elected to the Committee for the remaining term of the year 1979-80 :—

1. Shri Prit Singh Rathee
2. Shri Bhalle Ram
3. Shri Ram Lal Wadhwa
4. Dr. Brij Mohan Gupta.
5. Shri Fateh Chand Vij.

## INTRODUCTION

1. I, the Chairman of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes, having been authorised by the Committee in this behalf, present this report on the grant of various benefits to the members belonging to the Scheduled Castes and Scheduled Tribes as also on their reservation/representation in the services of the Food and Supplies Department.

2. The Committee examined the Administrative Secretaries/the representatives of the food & Supplies Department.

3. A brief record of the proceedings of each meeting has been kept separately in the Vidhan Sabha Secretariat.

4. The Committee places on record its appreciation of the valuable assistance given by the Commissioner and Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department and his staff and are thankful to the Heads of the Food & Supplies Department and its representatives who appeared before the Committee for oral examination. The Committee places on record the commendable services rendered by the Secretary, Deputy Secretary and other Secretariat staff of the Haryana Vidhan Sabha to them in their deliberations.

Chandigarh,  
the 28th February, 1980.

CAPTAIN MANGE RAM  
CHAIRMAN

## REPORT

The first meeting of the Committee was fixed on 22nd May, 1979 in the Committee Room of the Haryana Vidhan Sabha Secretariat. The Vidhan Sabha Secretariat explained to the Committee its scope and functions etc. The Committee in this meeting desired that the material for framing the questionnaire of the various departments may be asked at the earliest. As a result of this decision of the Committee the Vidhan Sabha Secretariat requested the following departments to supply the material as early as possible :—

1. Public Service Commission ;
2. Subordinate Services Selection Board ;
3. Tourism Department ;
4. Town and Country Planning Department ;
5. Public Works (Public Health) Department ;
6. Technical Education Department ;
7. Forest Department ;
8. Public Works (Buildings and Roads) Department ;
9. Printing and Stationery Department ; and
10. Food and Supplies Department.

The Committee in its meeting held on 22-10-1979 framed the questionnaire on the material received from the P.W.D. (B & R) Branch and the same was sent to the Commissioner and Secretary to Government, Public Works Department (B & R) Branch on 2-11-1979 with a direction "to supply 35 copies of

**P.W.D. (B & R)  
Branch and Haryana  
Public Service Commis-  
sion replies not received.**

the replies which should be complete and precise to the questionnaire to this Secretariat for use of the Members of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes within one week from the date of the receipt of this communication positively". The Committee did not receive any reply in this regard from the Commissioner and Secretary to Government Haryana, Public Works Department (B & R) Branch till 28-11-1979. The Vidhan Sabha Secretariat issued the reminders to the Commissioner and Secretary to P.W.D. (B & R) Branch with a request to supply the desired information on 28-11-1979, 21-12-1979 and 10-1-1980.

The Committee regret to note that the Government did not take any action even to supply the replies of the questionnaire framed by the Committee till the presentation of this report to the House. The Committee, therefore, desires that non supply of the replies of the questionnaire framed by the Committee may be brought to the notice of the Minister and the reasons for non

supplying of the replies of the questionnaire framed by the Committee may be intimated to the Committee.

Similarly the Committee in its meeting held on 17-9-79 framed the questionnaire on the material received from the Haryana Public Service Commission. The Vidhan Sabha Secretariat on the desire of the Committee requested the Chief Secretary to Government, Haryana to supply 35 copies of the replies complete in all respects for the use of the Members within one week from the date of the receipts of the communication from the Vidhan Sabha.

The Committee regret to note that no information was sent to the Committee by the Haryana Public Service Commission till 20th December, 1979. Consequently, the Vidhan Sabha Secretariat issued a reminder to the Chief Secretary to Government of Haryana on 21st December, 1979 to send the required information as early as possible as the work of the Committee was held up on that account. The Committee are again pained to observe that the desired reply from the Haryana Public Service Commission was not received by the Committee till the presentation of this report to the House. The Committee, therefore, desires that this matter may also be brought to the notice of the Chief Secretary personally and thereafter the reasons for non-supplying of the replies of the questionnaire as framed by the Committee may be sent to the Committee for its information as early as possible.

The Committee desire that the Chief Secretary may sent a circular to all Heads of the Departments of the Government of Haryana to supply the desired information to the Committee within a stipulated period and if the Heads of the Departments find any difficulty in this regard then they should bring their difficulties to the notice of the Committee.

The Committee in its meeting held on 22nd May, 1979 desired that

<b>Food and Supplies Department</b>
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material pertaining to the Food and Supplies Department of the Government of Haryana may be asked with a view to frame the questionnaire thereon. The Committee in its meeting held on 17th August, 1979 framed the questionnaire on the material received from the department and the Vidhan Sabha Secretariat requested the department to supply the replies of the questionnaire within one week from the date of the receipt of the Communication positively. The Department sent the replies to the Committee vide its letter No. 4/1/22/8E(1)-79, dated the 5th November, 1979. As a result of the receipt of the replies the Committee examined the Department orally on 7th, 14th and 31st December, 1979 and 11th and 18th January, 1980.

The Department sent the summary of recommendations contained in various reports issued by the Commissioner for Scheduled castes to the Committee as desired as given in Annexure 'A'.

The Committee also desired to know as to whether the summary or recommendation contained in various reports issued by the Commissioner for Scheduled Castes and Scheduled Tribes have been implemented or not ?

The Committee in one of its meetings desired whether the orders of the Govt. of Haryana for filling up the posts through direct recruitment, promotion and any ad-hoc recruitment and also in respect of the recommendation

of quota in class, I, II, III and IV posts for the persons belonging to Scheduled Castes are being strictly complied with. The Departmental representatives during the course of oral examination assured the Committee that the orders/instructions of the Government of Haryana are being complied with strictly. The Committee further desired that the Food and Supplies department be asked to supply the information regarding what is the percentage held by Scheduled Castes in each category of posts in each class of service in Food and Supplies Department. The Department in its written Statement supplied a copy of the statement showing the above desired information which has been given in Annexure 'B'.

The Committee through one of its questionnaire desired as what methods were adopted by the Food and Supplies Department for the recruitment/appointment of Scheduled Castes to various categories of posts relating to the persons belonging to the Scheduled Castes. The Department in its written reply supplied a copy of the information as desired which has been appended as Annexure 'C'.

The Committee observed from the written statement supplied by the Department in connection with the maintenance of a roster relating to the persons belonging to the Scheduled Castes that the Department has started maintaining the roster very recently and not in the

<b>Maintenance of Roster</b>
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past years. It has been stated very clearly by the Department in its written reply that "The Department has now started keeping roster as provided by the Government for various categories of candidates".

The Committee would like to know the year from which the Department has started maintaining this roster and if the roster was not maintained in the previous years what were the reasons for not maintaining the roster in the Department.

The Committee through its questionnaire asked the Government to intimate the reasons for shortfall of percentage of Class III employees in Food and Supplies Department during the years 1976-77, 1977-78 and 1978-79 when a number of Scheduled Castes candidates were available to make up the percentage reserved for them.

<b>Reservation of posts for Scheduled Castes candidates</b>
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The Department in its written reply stated that the shortfall of 8 to 9% in Class III posts in Food and Supplies Department exists ever since the time of reorganisation in 1966. The Committee was pained to observe that the Director of the Department ever since the time of reorganisation i.e. in 1966 did not make special efforts to give full share of posts to the candidates of Scheduled Castes as per Government policies/instructions laid down in this behalf. The Committee would like to know the name of the Directors of this Department from the years 1966-67, 1967-68, 1968-69 and 1979-80. The Committee would also like to know the special efforts made by each Director yearwise to fill up the gap of 8 to 9% of shortfall in the posts reserved for Scheduled Castes candidates. The Committee further directs the Government that the shortfall regarding the reservation of posts for Scheduled Castes candidates may be made up as early as possible and this Committee may be informed accordingly. The Committee lay a great stress that in future the Department



should comply with the instructions of the Government regarding the reservation policy in respect of persons belonging to the Scheduled Castes in the Department.

The Committee desired to know the qualifications prescribed for various posts in Food and Supplies Department. The Committee further desired to know whether there is any relaxation in qualifications and age etc. for the candidates belonging to the Scheduled Castes and Scheduled Tribes, if so, the details thereof.

The Department stated that relaxation in age in case of Scheduled Castes is given upto the extent of 5 years. No relaxation is given in qualifications by this Department.

The Department in its written reply further stated that the qualifications prescribed for various posts in this Department is given as under :—

#### **Class-I**

##### **Class-I drafts Service Rules**

Class-I post are filled up only by promotion from amongst Class-II posts. Hence, no qualifications have been prescribed for Class I posts.

##### **Food & Supplies State Service Class-II Rules, 1966**

Qualifications prescribed for class-II posts in Food and Supplies Department.

Name of the post	Minimum qualification (educational)	Other essential qualification
(i) Accounts Officer & Asstt. Controller of Food Accounts	B Com.	(a) S.A.S. qualified. (b) At least three years experience of accounts in some Govt Office, Bank or reputed firm.
(ii) Assistant Director Food and Supplies	Degree of recognised University or its equivalent	Five years experience as an executive officer in a commercial Organisation or Government or Semi-Government Office.
(iii) Distt. Food & Supplies Controller	Degree of a recognised University or its equivalent	Five years experience as an Executive Officer in a commercial Organisation or Government or Semi Government Office.
(iv) Distt. Food & Supplies Officer	Ditto	Three years experience as an Executive Officer in Commercial Organisation or Government or Semi Government Office.

### Food & Supplies Deptt. State Service Class-III Draft Rules

Qualifications prescribed for Class-III posts (Headquarter) in Food & Supplies Deptt.

Sr. No.	Name of the post	Minimum Qualification for direct recruitment	Minimum qualifications for appointment by promotion or by transfer
(1)	(2)	(3)	(4)
1.	Deputy Supdt.	—	Must have three years service as an Assistant/Technical Asstt./Statistical Assistant and Senior Scale Stenographer in the Deptt. at the headquarter.
2.	Statistical Officer Food	M A. in Economics or M.A. in Mathematics with Statistics as Elective Subject	4 Years experience as Technical Assistant/Asstt./Statistical Asstt. with minimum qualification B.A. in Economics or Mathematics.
3.	Technical Assistant.	B A. with Economics or Mathematics.	B.A. with Economics or Mathematics.
4.	Assistant including Statistical Assistant	—	Must have three years service as Accountant/Junior Auditor in the Deptt. at the Headquarter.
5.	Senior Scale Stenographer	—	Should qualify in a test in shorthand and typewriting as may be prescribed by the Director.
6.	Accountant	—	Must have two years service as Junior Auditor/Draftsman.
7.	Junior Auditor	—	Junior Scale-Stenographer must have two years service and Clerk, Computer and Steno-typist must have four years service.
8.	Draftsman	Matriculation or its equivalent with Diploma in Arts & Crafts from a recognised Institution or a certificate in Civil Draftsman from any recognised Institution.	Matriculation or its equivalent with Diploma in Arts and Crafts from a recognised Institution or a certificate in Civil Draftsman from any recognised Institution.

(1)	(2)	(3)	(4)
9. Junior Scale Stenographer	(1) Matric 1st Division/ Higher Secondary 2nd Division/Inter- mediate 2nd Division/ Graduate or equiva- lent (for -ex-service- men Matric only)	Should qualify in tests in shorthand and type writing as may be prescribed by the Director.	
	(2) Knowledge of Hindi upto Matric standard.		
	(3) English shorthand at 100 W.P.M. and transcription thereof at 20 W.P.M.		
	(4) Hindi shorthand at 80 W.P.M. and trans- cription thereof at 15 W.P.M.		
10. Steno-typist	(1) Matric 1st Divn./ Higher Secondary 2nd Divn./Inter- mediate 2nd Divn./ Graduate or equi- valent (For Ex-ser- vicemen Matric only).	Should qualify in a test in shorthand type writing as may be prescribed by the Director.	
	(2) Knowledge of Hindi upto Matric standard.		
	(3) English shorthand at 80 W.P.M. and trans- cription thereof at 15 W.P.M.		
	(4) Hindi shorthand at 64 W.P.M. and transcription thereof at 11 W.P.M.		
11. Clerk	(1) Matric 1st Divn./ Higher Secondary 2nd Divn./Inter- mediate 2nd Divn./ Graduate or equiva- lent.	Must be Matriculate or its equivalent with five years service as Restorer or Picker/ Dafti or peon.	
	(2) Knowledge of Hindi upto Matric standard.		

(1)	(2)	(3)	(4)
		(3) Hindi/English typing at a speed of 25/30 W.P.M. respectively.	
		The officials appointed to the post of clerks will have to qualify the Departmental type test in Hindi or English with a speed of 25 and 30 W.P.M. respectively within a year after the date of their appointment. They will be allowed annual increment only after qualifying the above test.	The officials appointed to the post of Clerks will have to qualify the Departmental type test in Hindi or English with a speed of 25 and 30 W.P.M. respectively within a year after the date of their appointment. They will be allowed annual increment only after qualifying the above test.
12. Computer		Matric 1st Division or its equivalent, preference will be given to graduates and persons knowing how to operate upon calculating machine.	—
13. Restorer	—		At-least Middle pass with two years minimum service.
14. Picker	—		At-least Middle pass with two years minimum service.
15. Driver		Middle pass and should possess a valid driving license with atleast two years experience in driving.	Middle pass and should possesses a valid driving license with atleast two years experience in driving.

### Food & Supplies Deptt. State Service Class-III Draft Rules 1977

Qualifications prescribed for the Class-III posts (Sub-Offices) in Food and Supplies Department.

Sr. No.	Name of the post	Minimum qualification for direct recruitment	Minimum qualification for appointment by promotion or by transfer
(1)	(2)	(3)	(4)
1.	Superintendent	—	Must have five years service as an Asstt. Supdt./Accountant/Head Clerk in the Sub Office of Food & Supplies Department.

- |  |   |   |
|--|---|---|
| 2. Assistant Superintendent                  | —   | Must have three years service as Accountant/Head Clerk in the Sub Office of Food and Supplies Deptt.          |
| 3. Accountant                                | —   | Must have three years service as Asstt./Statistical Asstt. in the sub Office of Food and Supplies Department. |
| 4. Head Clerk                                | —   | Must have four years service as Asstt./Statistical Asstt. in the sub office of Food & Supplies Department.    |
| 5. Assistant including Statistical Assistant | —   | Must have two years service as Junior Auditor in the sub office of Food & Supplies Department.                |
| 6. Junior Auditor                            | —   | Junior Scale Stenographers must have two years service as Clerks/Steno-typists must have four years service.  |
| 7. Junior Scale Stenographer                 | (1) Matric/Higher Secondary or equivalent.<br>(2) Knowledge of Hindi upto Matric Standard.<br>(3)(i) Hindi shorthand at 90 W.P.M. and transcription thereof at 15 W.P.M.<br>(ii) English shorthand at 100 W.P.M. and transcription thereof at 20 W.P.M. | Should qualify in a test in short hand and typewriting as may be prescribed by the Director.                  |
| 8. Steno-typist                              | (1) Matric/Higher Secondary or its equivalent<br>(2) Knowledge of Hindi upto Matric standard.<br>(3)(i) Hindi shorthand at 64 W.P.M. and transcription thereof at 15 W.P.M.<br>OR   | Should qualify in a test in shorthand, typewriting as may be prescribed by the Director.                      |

- (ii) English shorthand at 90 W.P.M. and transcription thereof at 15 W.P.M.

9. Clerk

- (1) Matric/Higher Secondary or its equivalent
- (2) Knowledge of Hindi upto Matric Standard
- (3) Hindi or English typing at a speed of 25/30 P. M. respectively.

Must be matriculate or its equivalent with five years service as Picker or Daftri or peon.

The officials appointed to the post of clerks will have to qualify the Departmental type test in Hindi or English with a speed of 25 and 30 W.P.M. respectively within a year after the date of their appointment. They will be allowed annual increment only after qualifying the above test.

The officials appointed to the post of Clerks will have to qualify the Departmental type test in Hindi or English with a speed of 25 and 30 W.P.M. respectively within a year after the date of their appointment. They will be allowed annual increment only after qualifying the above test.

10. Assistant Food & Supplies Officer

Degree of a recognised University. Previous experience with Food Deptt. or Food Corporation of India will be preferred.

Must have three years service as Head Analyst/Inspector Food & Supplies in the Department.

11. Head Analyst

—

Must have three years service as Junior Analyst or Inspector.

12. Junior Analyst

Higher Secondary or B.Sc. or Pre-University with Physics or Chemistry or Mathematics as one of the subjects. Previous experience with Food Deptt. or F.C.I. will be preferred.

Must have two years service as Sub-Inspector and possesses same qualification as prescribed for direct recruit.

13. Inspector

Degree of a recognised University. Experience with Food Deptt. or F.C.I. will be preferred.

Must have three years service as Sub-Inspector Food & Supplies in the Department.

(1)	(2)	(3)	(4)
14. Sub-Inspector	Matric 2nd Divn./ Higher Secondary or its equivalent.		Must have three years service in the Food and Supplies Department as a Clerk.
15. Driver	Middle pass and should possess a valid driving licence with atleast two years experience in driving.		Middle pass and should possess a valid driving licence with atleast two years experience in driving.
16. Picker	—		Atleast Middle pass with two years minimum service.

Qualifications	
<b>Haryana Food &amp; Supplies Deptt. State Service Class IV Rules 1968</b>	prescribed for Class IV posts in Food and Supplies Department.  Requisite knowledge of a regional languages and of English as may be prescribed by the Government from time to time.

Provided that the Appointing Authority, may if it is of the opinion that the candidate is otherwise fit to discharge his duties satisfactorily, relax any of the qualifications prescribed under this clause.

The departmental representatives also stated before the Committee in oral evidence that this department follows the instructions/policies laid down by the Government in this behalf and the Department is following these instructions strictly.

In the light of what has been stated above the Committee recommends to the Government that the Government may consider the desirability/feasibility for relaxing the qualifications in respect of candidates belonging to the Scheduled Castes for those posts which are not of technical nature and where the candidates are not easily available for non-technical posts. Whatever action is taken by the Government on this recommendation of the Committee, the Committee may be informed accordingly.

The Committee through its questionnaire desired to know the total

**Total Number of posts advertised/filled up during the last three years and shortfall thereof**

percentage.

number of posts categorywise, advertised or otherwise filled up during the years 1976-77, 1977-78 and 1978-79 separately and the members amongst them belonging to the Scheduled Castes and Scheduled Tribes appointed to such posts during these three years together with their percentage.

The Department in its written reply stated as under :—

**Total number of posts category-wise advertised and otherwise filled up during the year 1976-77, 1977-78 and 1978-79 separately is as under :—**

	Class-I		Class-II		Class-III		Class-IV	
	No. of total posts	No. of posts reserved for S.C.	No. of total posts	No. of posts reserved for S.C.	No. of total posts	No. of posts reserved for S.C.	No. of total posts	No. of posts reserved for S.C.
1976-77	—	—	—	—	(1) 7 (2) 50ESM*	2(28%)	2 1(50%)	—
*50 posts of Clerks reserved for ex-servicemen were brought forward from previous years and were filled up in the year 1976-77.								
1977-78	—	—	—	—	4	—	1	—
1978-79	—	—	—	—	8	3(37%)	1 1(100%)	—

**Category-wise detail of the posts is as under :—**

Year	Designation of posts with number advertised/filled up in the department	Number of posts reserved for S.C.
1976-77	Clerks	50 (These posts were reserved for E.S.M. were brought forward from previous years & were filled up in the year 1976-77)
	Stenotypist	1
	Drivers	1
	Sr. Scale Steno	1
	Jnnior Auditor	3
	Picker	1
	Peon	2
1977-78	Pickers	—
	Sub-Inspector	2
	Peon	1
1978-79	Drivers	3
	Pickers	5
	Peon	1



The Committee in its meeting held on 14-12-1979 observed that there has been a shortfall in the representation of Scheduled Castes/Scheduled Tribes in the Class III posts in the Food and Supplies Department. It was also desired that the Department should furnish a note indicating the position in regard to the promotions given to the persons belonging to the Scheduled Castes/Scheduled Tribes in Class III posts, according to the policy of the Government. In this connection, the Committee invited the attention of the Department to the instructions issued by the Government vide their letter No. 6872-WG-66/24917, dated the 23rd August, 1966.

The Department after examining the matter as desired by the Committee submitted the information as under :—

**Statement showing the numbers of promotions made since 1966 in various category of Class-III which are completely filled by promotion and the short fall in the representation of SC/BC in these promotions.**

Sr. No.	Category of post	No. of promotion made since 1966	Promotion given to S.C.	% of S.C. Promotion given to B.C.	% of B.C.	Shortfall in Promotion quota and the basis of 20% reservation in case of B.C.	Short fall in promotion quota on the basis of 2% reservation in case of B.C.	Percentage	Percentage
1.	Accountant	49	1	2%	2	4%	9	18%	—
2.	Assistants	46	2	4%	1	2%	4	16%	—
3.	Head Clerks	3	—	—	1	33%	—	—	—
4.	Head Analysts	20	1	5%	—	—	3	15%	2%
5.	Jr. Auditors	147	20	14%	9	6%	9	6%	—
6.	Sr. Scale Steno	2	—	—	2	100%	—	—	—
7.	Restorer	5	—	—	—	—	—	20%	—
8.	Picker	17	6	35%	1	6%	—	—	—
9.	Asstt. Supdt.	2	—	—	—	—	—	—	—
10.	Dy. Supdt.	12	1	8%	—	—	—	12%	2%
11.	Supdt.	13	1	8%	—	—	—	12%	2%
12.	A.F.S.O.	68	4	6%	—	—	7	14%	2%
13.	Jr. Scale Steno	10	—	—	1	10%	—	20%	—

The Committee from the above information as supplied by the Department observed that there has been a shortfall in Class III posts. The Committee desires that the reasons for this shortfall may be stated specifically postwise. The Committee also recommend to the Government that the shortfall particularly in Class III posts may be wiped out as early as possible and the Committee may be informed accordingly. The Committee also recommend to the Government that if there is a shortfall in any other categories of posts where the persons belonging to the Scheduled Castes have not been employed those should be employed as early as possible and the Committee may also be informed in this regard.

The Committee desired to know the policy of the Department regarding allocation of quota of various controlled essential commodities like sugar, cement, cloth etc.—The Committee in its meeting held on 7-12-1979 desired that the Department should furnish the information as to how many societies were allotted during the last three years the quota of controlled cloth, coal depots and ration depots.

The Committee also desired that the name of the Harijans to whom these licences were allotted alongwith the percentage may also be stated.

The Department in its written evidence supplied the information as under :—

So far as allocation of quota of various controlled essential commodities like Cement, Coal, Control Cloth Diesel and other commodities, the policies is as under :—

**Coal :—**In the State of Haryana, the Haryana Coal Control Order, 1977 has been promulgated w.e.f. 26-5-1977 with a view to securing equitable distribution and adequate availability of coal. It envisages licensing of persons/dealers carrying on the business of import, sale and purchase etc. of coal within State and interalia also provides that :—

- (i) The entire quantity of coal, both slack coal and soft coke, imported in the State would be sold to the nominees of the District Magistrates at rates fixed by the Distt. authorities.
- (ii) the licensee shall deposit a security pledged to the licencing authority of Rs. 2000/- for wholesale and Rs. 500/- for retail; and
- (iii) a dealer can either hold a wholesale licence or retail licence. The coal agent or middleman would get a commission of Rs. 4/- per tonne, for slack coal and Rs. 6/- per tonne for soft coke.

2. After the issue of the Haryana Coal Control Order, 1977, the Govt. formulated a new policy for sponsoring of coal agents for import and distribution of coal. In accordance with this policy only the licenced dealers were to be recommended/sponsored for the import of coal/coke in the State. It was also decided that slack coal required for Govt. department/Organisations should move through M/s. Coal India (A Govt. body). It was also decided to sponsor them for the import of soft coke in some districts (they were given Ambala & Kurukshetra district for exclusive import of soft coke but they could not deliver the goods. Hence it was decided that M/s. Coal India Ltd. may

operate in these districts side by side with the individual coal agents). Accordingly from August, 1977 the sponsoring of coal was done in the name of the licenced coal agents.

The district officers have been instructed that while allotting new coal depots in their district due preference may be given to the Scheduled Castes/Scheduled Tribes.

**Cement :** Whatever allocation of cement is made by the Govt. of India, in each quarter, the same is distributed amongst Govt. Deptt./Semi Govt. Deptt. and Distt. Magistrates etc. The cement quota so allocated to the Distt. Magistrates is further allocated by them to their nominees (Cement Stockists). Whatever cement is received by the cement stockists against the allocation made to them by the Distt. Magistrates, the same is distributed among the general public, against permits. The distribution of cement among the general public is not made on the caste basis but made to all applicants irrespective of their caste keeping in view their requirements and the availability of cement.

**Ration Depots :** As regards ration depots, all the Distt. Food and Supplies Controllers, in the State have been directed vide letter No. 645-FG-4-73/29155, dt. 18-6-1973 (copy enclosed at annexure 'G') that if the persons belonging to the Scheduled Castes/Scheduled Tribes apply through village Panchayat to function as retailer for the sale of foodgrains to the consumers, they should be authorised to function as retailers. No reservation has been fixed in issuing authorisations for Scheduled Castes/Scheduled Tribes. Presently out of 4102 Fair Price Shops 122 ration depots are being held by the persons belonging to S.C./S.T.

**Heavy and Light Vehicle Tyres and Tubes :** So far as heavy/light vehicle tyre and tube and K. Oil etc. are concerned, the enforcement of the following control orders is being made by the Department :—

- (i) The Haryana Scooter Tyres & Tubes Control Order, 1968.
- (ii) The Haryana Motor Car & Tractor Tyre & Tubes Control Order, 1968.
- (iii) The Haryana Buses, Jeeps, Vans and Trucks Tyre & Tubes Control Order, 1974.
- (iv) The Haryana Kerosene Dealers Licensing Order, 1976.

According to the provisions of these Orders, any person who fulfils the pre-requisite condition of the Control Order can obtain the licence from the District Authorities. No limit for the issuance of the licences has been fixed and licences are granted to the applicants freely. The necessity for making any reservation for the grant of licence for Harijans (Scheduled Castes/Backward Classes) does not arise.

**Control Cloth :** So far as the allotment of retail sale depot of control cloth the instructions for giving preference to Harijans (Scheduled Castes/Scheduled Tribes) is concerned, the following criteria has been laid down :—

- (i) At the time of allotment, preference is given to Co-operative Societies.

- (ii) In case no Co-operative Society is coming forward to take up this work, second preference is given to any suitable ex-servicemen.
- (iii) In case of none from the above two mentioned categories is available 3rd preference is given to any suitable un-employed Graduate.
- (iv) Preference in all the above mentioned three categories is given to Harijans wherever that was possible.
- (v) All Fair Price Shops Holders of wheat, atta, sugar and rice in the urban as well as in the rural areas who may be willing to have a controlled cloth depot have also been allowed to deal in controlled cloth with a view to extending all possible facilities to consumers in this regard.

According to the above criteria, necessary instructions for the allotment of Control cloth have already been issued to all the Distt. Authorities.

**Diesel :** The work pertaining to allotment of petrol pumps does not fall under the perview of this Department. These are allotted directly by the Oil Companies.

Name of the licence,	1977-78				1978-79				1979 to-date			
	Sch. Castes	Others	Cooper- ative Socie- ties	Total	Sch. Castes.	Others	Coop. Socie- ties.	Total	Sch. Castes.	Others	Coop. Socie- ties.	Total
1. Fair Price Shop	125	2370	1991	4486	131	2312	1812	4255	120	2300	1655	4075
2. Controlled Cloth	78	833	1114	2025	78	1371	1123	2572	88	1506	1159	2753
3. Coal (whole- sale)	—	72	—	72	—	18	—	18	—	13	—	13
Coal (Retail)	4	572	—	531	1	239	—	240	1	215	—	216
4. Kerosene oil	23	2162	—	2185	—	2086	—	2087	32	2103	—	2135
5. Brick Kiln	2	1006	—	1008	—	992	—	992	2	970	—	972
6. Cement	—	805	—	805	—	768	—	768	1	763	—	764
7. Sugar, Gur and 2 Khandsari	2	1524	—	1526	4	1069	—	1073	20	1687	—	1707
8. Foodgrains	8	1760	—	1768	2	1667	—	1669	24	4233	—	4257
9. Pulses	—	1956	—	1956	2	2422	—	2424	9	1075	—	1084
10. Rice Milling	1	55	—	56	2	80	—	82	1	99	—	100
11. Rice dealers	42	941	—	983	23	824	—	847	15	447	—	462

The Committee after going through the figures supplied by the Department in this behalf recommend to the Government that in future the persons belonging to the Scheduled Castes may be allotted new coal depots in their districts and a percentage may be fixed by the Government say 5% or 10% depots may be given to the persons belonging to the Scheduled Castes. The figures of coal depots allotted to these persons may be supplied to the Committee from the year 1980-81 districtwise separately.

The Department vide its letter No. 645-FG-4-73/29155, dated 18-6-1973 informed the Committee if the persons belonging to the Scheduled Castes/Scheduled Tribes apply through village panchayat to function as retailer for the sale of foodgrains to the consumers they should be authorised to function as retailers.

The Committee recommend to the Government that a fixed percentage say 5%, 10% or 20% may be fixed for the allotment of ration depots to the persons belonging to the Scheduled Castes in the State *w.e.f.* 1980 onwards and the action taken by the Department on this recommendation of the Committee may also be informed.

The Committee would like to know the total number of fair price shops/ration depots allotted to the persons belonging to the Scheduled Castes districtwise separately during the year 1977-78, 1978-79 and 1979-80 upto 31st March, 1980.

The Committee also recommend to the Government that feasibility of issuing more licences of fair price shops; controlled cloth, coal (whole-sale), coal (Retail), kerosene oil, brick kiln, cement, sugar, gur and Khandsari, foodgrains, pulses, rice milling and rice dealers may be considered sympathetically by the Department and decision taken thereon may be informed to the Committee.

## Summary of the recommendation

## Comments of the Department

**Nineteenth Report**  
No recommendation

**Twentieth Report**  
No recommendation

**Twenty First Report**  
No recommendation

**Twenty Second Report**  
Recommendation No. 147

वित्तरण एजेंसियों के आवंटन में अनुसूचित जाति तथा अनुसूचित जन जातियों के व्यक्तियों के लिए 25% तक आरक्षण किया जाना चाहिए।

Instructions to the District Food & Supplies Controller for the issuance of authorisation of Scheduled Castes/Scheduled tribes person to function as retailers for the sale of Foodgrains to the consumers were issued Memo No. 645-FG4-73/29155 dated 18-6-73 a copy enclosed at Annexure A-1 and copy of which was endorsed to Sh. S.K. Kaul Deputy Commissioner for Scheduled Castes/Scheduled tribes, West Block No. 1 1st Floor Wing No. 7 Ram Krishna Puram New Delhi.

2. Licences under various Control orders whose details are given below for Bricks, Cycle Tyres Cycle Tubes, Scooter Tyres, Tubes, Motor Car Tyre Tubes, Tractor Tyres Tubes, Buses, Jeep, Wagons, Truck Tyres Tubes, Kerosene and Vanespati Ghee are issued by the Deptt.

- (a) The Haryana Control of Bricks Supplies orders, 1972.
- (b) The Haryana Cycle Tyres Tubes Control orders, 1968.
- (c) The Haryana Scooter Tyres and Tubes Control order, 1968.



- (d) The Motor Car and Tractor Tyres and Tubes Control orders, 1968.
- (e) The Haryana Buses, Jeep Wagons and Trucks Tyres Tubes Control Orders, 1974.
- (f) The Haryana Kerosene dealers licencing orders, 1976.
- (g) The Haryana Hydrogenated oil dealers licencing orders, 1977.

No limit (District wise) for the issuance of licences has been fixed and licences are granted to the applicants freely who fulfill the pre-requisite conditions of the Control Orders. The reservation-limit of 25% for the issue of licences to persons belonging to Scheduled Castes/Scheduled Tribes is not necessary because the number of licences to be issued has been fixed.

For the allotment of retail Sale Depot of Controlled Cloth instructions for giving preference to Scheduled Castes/Scheduled tribes have been issued. The following criteria has been laid down :—

- (i) At the time of allotment, preference is given to Co-operative Societies.
- (ii) In case no Co-operative Society coming forward to take up this work, Second preference is given to suitable ex-Servicemen.
- (iii) In case none from the above two mentioned categories is available, 3rd preference is given to any suitable un-employed Graduate.

(iv) Preference in all the above mentioned 3 categories is given to Harijans wherever that was possible (copy inclosed at Annexure A-II).

### **Twenty third Report**

#### **Recommendation 97.**

अभी तक वित्तारपात्मक अधिकरणों के आवंटन में अधिकतर राज्य सरकारों ने निश्चित प्रतिशतता निर्धारित नहीं की है, यह आवश्यक है कि अनुसूचित जातियों के लोगों को विवर-पादमक अधिकरणों के आवंटन के मामले में निश्चित सुधार दृष्टिगोचर होती है, आशा है कि इस सम्बन्ध में स्थिति आगामी वर्षों में और अच्छी रहेगी ।

### **Twenty fourth Report**

#### **Recommendation No. 64.**

यह आवश्यक है कि अनुसूचित जाति और अनुसूचित जनजाति को वित्तक ऐजेंसियों के आवंटन के अलावा उनको उनको घटिया आर्थिक स्थितियों के कारण सस्थानिक वित्तीय सहायता भी उपलब्ध कराई जाये, ताकि वित्तीय दबाव के कारण ऐजेंसी के मालिक अपने हाथ न खींच ले ।

Position as explained in reply to recommendation 147 of twenty second Report.

In addition so far as coal is concerned Instructions to all DFSCs have already been issued that while allotting the Coal Depot, preference should be given to persons belonging to Scheduled Castes/Scheduled Tribes.

Instruction to all DFSCs for giving preference in the matter of granting licences under various Control Orders, Fair Price Shops for foodgrains, controlled cloth etc. has already been issued. So far as the matter of giving financial aid to persons belonging to Scheduled Castes/Scheduled Tribes concerned, this Deptt. does not deal with this subject. This matter is concerned with the Registrar Co-Societies.

## ANNEXURE 'B'

Class/Category-wise percentage held by Scheduled Castes/Scheduled Tribes in Food & Supplies, Deptt., as under :—

CLASS—I	% of post held by SC/ST	
1. Joint Controller Food Accounts	Nil	
2. Joint Director	Nil	
CLASS—II		
1. Deputy Directors	Nil	
2. Dsstd. Food & Supplies Controllers/L.O./Asstd. Directors	21 %	
3. A.C.F. Asstd./Accounts Officer	Nil	Accounts Officers are taken on deputation from the Finance Deptt.
4. D.F.S.O s	Nil	
5. Supdt. H.Q.	Nil	
CLASS—III		
1. Deputy Supdt.	Nil	
2. S.O.F.(H.Q.)	Nil	
3. Supdt.(Field)	Nil	
4. Asstd. Supdt.	Nil	
5. A.F.S.O.s	7 %	
6. Inspectors	8 %	
7. Sub-Inspectors	17 %	
8. Head Analysts	5 %	
9. Junior Analyst	17 %	
10. Clerks	22 %	
11. Head Clerks	Nil	
12. Senior Auditors	Nil	Senior Auditors Appointed by F.D.(T & A Br.)

13. Junior Auditors	15%
14. Assistants	4%
15. Accountants	Nil
16. Draftsman	Nil
17. Computer	Nil
18. Senior Scale Steno	Nil
19. Junior Scale Steno	20%
20. Steno-typist	4%
21. Drivers	13%
22. Restorer	Nil
23. Picker	21%

#### CLASS—IV

1. Daftries	33%
2. Peons	33%
3. Chowkidars	33%
4. Sweeper-cum-Chowkidars	100%

## ANNEXURE 'C'

Method for the recruitment/appointment to various categories of posts in Class I to IV as provided in Service Rules is given as under :—

### **Class I Draft Service Rules**

*Class—I.* The method for the recruitment/appointment as provided in service Rules of Class I is as under :—

For the posts of Joint Controller Food Account and Joint Directors, the appointment is made only by promotion from amongst Class-II posts.

### **Food & Supplies Department (State Service Class II) Rules, 1966.**

*Class—II.* Method of recruitment/appointment to the Class-II posts as provided in Class-II Service Rules is as under :—

(a) In the case of Deputy Director, Food and Supplies

- (i) by promotion of an Assistant Director, Food and Supplies/ District Food & Supplies Controller/Administrative Officer or Officer on Special Duty, having an experience of working on any of these posts for a minimum period of two years;
- (ii) by promotion of Accounts Officer, Food and Supplies or Assistant Controller of Food Accounts, having an experience of working on any of these posts for a minimum period of three years; or
- (iii) by transfer of an officer already in the service of Government of India or of a State Government;

(b) In the case of Assistant Director, Food and Supplies :—

- (i) by promotion of a Superintendent in the Department/Distt. Food & Supplies Officer in the District having an experience of working on any of these posts for a minimum period of two years; or
- (ii) by transfer of Administrative Officer, Food and Supplies ; or
- (iii) by direct appointment.;

Provided that 33 percent posts shall be filled by the method prescribed in sub-clause(ix)

(c) In the case of Accounts Officer or Assistant Controller of Food Accounts—

- (i) by promotion of a Superintendent in the Department having an experience of working on the post of Senior Auditor for a minimum period of two years or by promotion of a Senior Auditor

having an experience of working on the post for a minimum period of three years in the case of a person who has qualified S.A.S. (both parts) and for a minimum period of five years in the case of a person who has not qualified the aforesaid examination. Preference is to be given to S A S. qualified persons ; or

(ii) by transfer of an officer already in the service of Government of India or of a State Government ; or

(iii) by direct appointment;

Provided that 33 percent posts shall be filled by the method prescribed in sub-clause (iii)

(d) In the case of Administrative Officer—

(i) by promotion of a Superintendent of the Department or Officer on Special Duty, having an experience of working on any of these posts for a minimum period of three years ; or

(ii) by transfer of an Assistant Director , Food and Supplies/Distt. Food and Supplies Controller; or

(iii) by transfer of a Superintendent of the Punjab Civil Secretariat Establishment in the scale of Rs. 350-25-500/30-650 having an experience for a minimum period of three years as such.

(e) In the case of Officer on Special Duty—

(i) by promotion of a Superintendent at the Headquarters or by promotion of a Senior Auditor having an experience of working on the post for a minimum period of three years in the case of a person who has qualified as S.A.S. Examination (both parts) and for a minimum period of five years in the case of a person who has not qualified the aforesaid examination; or

(ii) by transfer of an official already in the service of Govt. of India or of a State Government.

(f) In the case of District Organisers, Food and Supplies—

(i) by promotion of an Assistant Director, Food and Supplies Department or Distt. Food & Supplies Controller having an experience of working on any of these posts for a minimum period of two years; or by promotion of Accounts Officer Food and Supplies or Assistant Controller of Food Accounts, having an experience of working on any of these posts for a minimum period of three years ; or

(ii) by transfer of an Officer already in the service of Government of India or of a State Government;

(g) In the case of District Food & Supplies Controller—

- (i) by promotion of District Food & Supplies Officer or Superintendent in the Department having an experience of working on any of these/posts for a minimum period of three years; or
- (ii) by transfer of Administrative Officer, Food and Supplies; or
- (iii) by direct appointment;

Provided that 33 percent vacancies shall be filled by the method in sub-clause (iii).

(h) In the case of District Food and Supplies Officer—

- (i) by promotion of an Assistant Food & Supplies Officer having an experience of working on that post for a minimum period of two years; or
- (ii) by transfer of an Officer already in the service of Government of India or a State Government; or
- (iii) by direct appointment;

Provided that 33 percent vacancies shall be filled by the method prescribed in sub-clause (iii).

2. When any vacancy occurs or is about to occur in the service, the appointing authority shall determine the manner in which the vacancy is to be filled.

3. All appointments by promotion shall be made by selection on the basis of seniority-cum-merit and no person shall have any claim to any post in the service merely on the ground of seniority.

**The Haryana Food & Supplies Directorate (State Service Class III) Draft Rules, 1977.**  
**CLASS—III**

Method of recruitment /appointment to the Class-III posts as provided in Class III Service Rules is as under :—

(A) In the case of Deputy Superintendents;—

- (i) by promotion from amongst Assistants, Technical Asstt., Statistical Asstt. and Senior Scale Stenographers at Headquarters. Their inter-se-seniority shall be determined by the dates of their continuous appointment in their cadre and if the dates of their appointment be the same, the older shall be senior to the younger.

(B) In the case of Statistical Officer Food

- (i) by direct recruitment; or

- (ii) by promotion from amongst Technical Asstt. and Assistant including Statistical Assistant.

**(C) In the case of Technical Assistant.**

- (i) by direct recruitment ; or
- (ii) by selection from amongst the Assistants including Statistical Assistants at Headquarters having the minimum qualification of B.A. with Economics or Mathematics.

**(D) In the case of Assistant including Statistical Asstt.**

by promotion from amongst the Accountants/Junior Auditors, at Headquarters office. Their seniority inter-se shall be determined according to the length of service.

Provided that in the case of Accountant their seniority shall be reckoned with reference to their continuous appointment in the cadre of Junior Auditors.

Provided further that the promotion shall be subject to their passing such an Assistant's Grade Test as may be prescribed by the Government from time to time.

**(E) In the case of Senior Scale Stenographer.**

- (i) by promotion from amongst such Junior Scale Stenographers, or
- (ii) by transfer of an official already in the service of Government of India or of a State Government.

**(F) In the case of Accountants.**

By promotion from amongst the Junior Auditors/ Draftsmen. Their inter-se-seniority shall be determined by the dates of their continuous appointment in their cadre and if the dates of their continuous appointment be the same, the older shall be senior to the younger;

**(G) In the case of Junior Auditors—**

- (i) by promotion from amongst Junior Scale Stenographers/Computers /Clerks/Steno-typists working at the Headquarters Office. Their inter-se-seniority shall be determined by the dates of their continuous appointment in their cadre and if the dates of their appointment be same the older shall be senior to the younger.
- (ii) by transfer of an official already in the service of Government of India or of a State Government.

**(H) In the case of Draftsman—**

- (i) by direct recruitment ; or



- (ii) by transfer of an official already in service of Government of India or of a State Government.

**(I) In the case of Junior Scale Stenographer—**

- (i) by direct recruitment; or
- (ii) by promotion from amongst such Steno-typists; or
- (iii) by transfer of an official already in the service of Government of India or of a State Government.

**(J) In the case of Steno-typists—**

- (i) by direct recruitment; or
- (ii) by promotion from amongst such Clerks working at HQrs. office or
- (iii) by transfer of an official already in the service of Government of India or of a State Government.

**(K) In the case of Clerks—**

- (i) by direct recruitment ; or
- (ii) by promotion from amongst Restorers, Pickers, Daftries and Peons in the Department at Headquarters office. Their inter-se-seniority shall be determined by the dates of their continuous appointment in their cadre and if the dates of their appointment be same the older shall be senior to the younger.
- (iii) by transfer of an official already in the service of a State Government.

**(L) In the case of Computer—**

by direct recruitment.

**(M) In the case of Restorers—**

by promotion from amongst the Pickers and Class IV employees at Headquarters who are atleast Middle pass. Their inter-se-seniority shall be determined by the dates of their continuous appointment in their cadre and if the dates of their appointment be same the older shall be senior to the younger.

**(N) In the case Pickers—**

by promotion from amongst the Class IV employees in the department at HQrs. who are atleast Middle pass. Their inter-se-seniority shall be determined by the dates of their continuous appointment, in their cadre and if the dates of their appointment be same the older shall be senior to the younger.

**(O) In the case of Drivers—**

- (i) by direct recruitment ; or
  - (ii) by promotion from amongst the Pickers, Restorers and Class IV employees working at Headquarters in the department.
- (2) When any vacancy occurs or is about to occur in the service the appointing authority shall determine in which manner such vacancy is to be filled.

**Haryana Food & Supplies "Sub-Offices" (State Service Class-III) Draft Rules, 1977.****CLASS III(Sub-Offices Rules)**

Method of recruitment /appointment to the Class-III posts as provided in Class III Services Rules is as under :—

**(a) In the case of Superintendents—**

by promotion from amongst Assistant Superintendent/Accountants/ Head Clerks working in sub offices. Their inter-se-seniority shall be determined by the dates of their continuous appointment in their cadre and if the dates of their appointment be same, the older shall be senior to the younger.

Provided that in the case of Assistant Supdt. and Accountant their seniority shall be reckoned with reference to their continuous appointment in the cadre of Accountants and Head Clerks from which they are promoted.

**(b) In the case of Assistant Superintendent—**

by promotion from amongst the Accountants/Head Clerks working in sub-offices. Their inter-se-seniority shall be reckoned with reference to their continuous appointment in the cadre of Assistants including Statistical Assistant.

**(c) In the case of Accountants—**

by promotion from amongst Assistants including Statistical Assistants working in the sub-offices.

**(d) In the case of Head Clerks—**

by promotion from amongst the Assistant including Statistical Assistants working in the sub-offices.

**(e) In the case of Assistants including Statistical Asstt.**

by promotion from amongst the Junior Auditors working in the sub offices.

Provided that the promotion shall be subject to their passing such

test as may be prescribed by the Government from time to time.

**(f) In the case of Junior Auditors—**

by promotion from amongst the Junior Scale Stenographers/Stenotypists/Clerks working in the sub-offices. Their inter-se seniority shall be determined by the dates of their continuous appointment in their cadre and if the dates of their appointment be same the older shall be senior to the younger.

**(g) In the case of Junior Scale Stenographer—**

- (i) by direct appointment; or
- (ii) by promotion from amongst the Steno-typists working in the sub-offices ; or
- (iii) by transfer of an official already in the service of Government of India or of a State Government.

**(h) In the case of Steno-typists—**

- (i) 5 % by direct appointment;
- (ii) 5 % by promotion from amongst the Clerks working in the sub-offices; or
- (iii) by transfer of an official already in the service of Government of India or of a State Government.

**(i) In the case of Clerks—**

- (i) by direct appointment; or
- (ii) by promotion from amongst the Pickers & Class IV employees working in the sub-offices.

**(j) In the case of Assistant Food & Supplies Officers—**

- (i) 33 % by direct appointment;
- (ii) 67 % by promotion from amongst the Inspectors Food & Supplies and Head Analysts in the Department, in the ratio of 57 % and 10 % respectively.

**(k) In the case of Head Analysts—**

by promotion from amongst the Junior analysts and Inspectors working in the department. Their inter-se-seniority shall be determined by the dates of their continuous appointment in their cadre if the dates of their appointment be the same, the older shall be senior to the younger.

**(L) In the case of Junior Analysts—**

- (i) 67 % by direct appointment;
- (ii) 33 % by selection from amongst the sub-Inspectors working in the department.

**(m) In the case of Inspectors.—**

- (i) 25 % by direct appointment;
- (ii) 75 % by promotion from amongst the Sub-Inspectors working in the department.

**(n) In the case of Sub-Inspectors—**

- (i) 75 % by direct appointment;
- (ii) 25 % by promotion from amongst the Clerks.

*Note :* Inspectors/Sub-Inspectors shall on appointment be required to deposit a security with the Government of Rs. 1000/- and Rs. 500/- (i.e. Rs. 500/- and Rs. 250/- immediately before joining the post and remaining in monthly instalments of not less than Rs. 40/- and Rs. 12/- respectively till full security is completed). Further they will have to fill up a surety bond of Rs. 5000/-.

**(o) In the case of Drivers—**

- (i) by direct recruitment; or
- (ii) by promotion from amongst the Pickers, or Class IV employees working in sub-offices.

**(p) In the case of Pickers.—**

by promotion from amongst the Daftries and other Class IV employees working in the sub-offices.

- (2) Except as otherwise stated here-to-fore when a vacancy occurs or is about to occur in the Service the appointing authority shall determine the manner in which it is to be filled up.

**The Punjab State Class IV Rules, 1963.****CLASS—IV**

Method of recruitment/appointment to Class IV posts as provided in Punjab State Class IV Rules, 1963 is as under :—

- (a) in the case of posts carrying the grades of Rs. 30-1/2-35.
  - (i) by direct appointment; or

- (ii) by transfer or deputation of an official already in the service of the Government; and
- (b) In the case of other posts in the Service carrying higher grades —
  - (i) by direct appointment; or
  - (ii) by promotion from the officials working in the next lower grades;
  - (iii) by transfer or deputation of an official already in the service of the Government.

Provided that in the case of an appointment by promotion the appointing authority shall satisfy itself about the capability of the official to perform the duties of the post for which he is selected.

2. The appointing authority shall ensure that the grounds of ignoring a senior official in favour of a junior one are invariably recorded in writing and the proportion fixed by it for filling up the posts by promotion and otherwise maintained.

3. When any vacancy occurs or is about to occur in the service the Head of Department or the Head of office, as the case may be; shall determine the manner in which it shall be filled keeping in view the proportion fixed under clause (2) above.

4. No official shall have any claim to appointment by promotion or transfer as of right.

**Statement showing the percentage of Scheduled Caste/Scheduled Tribe employees in various categories of posts in the department.**

S.No.	Name of the Post	No. of posts filled	No. of Scheduled Caste working against these	Percentage of Scheduled Caste	Mode of recruitment
1	2	3	4	5	6
1.	Joint Director Food & Supplies	2	—	—	Appointment by promotion
2.	Joint Controller Food Accounts	1	—	—	—do—
3.	Deputy Directors	6	—	—	—do—

1	2	3	4	5	6
4. D.F.S.C.'s/D.F.S.O.'s	30	3	1 %	Direct Promotion	33 % 66 %
5. A.C.F.A./Accounts Officers	4	—	—	By promotion/ on deputation from F.D.	
6. Superintendents (Hqrs.)	4	—	—	By promotion	
7. Deputy Superintendent	5	—	—	—do—	
8. S.O.F.	1	—	—	—do—	
9. Superintendent (Field)	6	—	—	—do—	
10. Assistant Superintendent	1	—	—	—do—	
11. A.F.S.O.'s	58	4	7 %	By promotion according to old rules i.e. 1968 Rules	
12. Senior Auditors	23	—	—	From F.D.	
13. Assistant	47	2	4 %	By promotion	
14. Accountants	37	—	—	By promotion	
15. Head Clerks	4	—	—	By promotion	
16. Junior Auditors	111	17	15 %	By promotion according to 1968 Rules	
17. Draftsman	1	—	—	Direct recruit- ment	
18. Senior Scale Steno	2	—	—	By promotion	
19. Junior Scale Steno	5	1	2 %	By promotion according to 1968 Rules	
20. Steno typist	28	1	4 %	Direct and also by promotion	
21. Driver	15	2	13 %	Direct and also by promotion	
22. Restorer	3	—	—	By promotion	
23. Pickers	19	4	21 %	By promotion	

1	2	3	4	5	6
24.	Clerks	275	60	22 %	Direct and also by promotion
25.	Inspectors	224	18	8 %	25 % by direct recruitment 75 % by promotion
26.	Sub-Inspectors	219	38	17 %	By direct appointment according to 1968 Rules
27.	Head Analysts	22	1	5 %	By promotion
28.	Junior Analysts	36	6	17 %	By direct appointment according to 1968 Rules
29.	Peons/Chowkidars	202	78	39 %	By direct appointment
Total		1391	235	16 %	

**Statement showing the number of adhoc employees presently working in various categories of posts in the Departments**

Sr. No.	Name of post	No. of posts filled	Posts filled on regular basis	Posts filled on <i>ad hoc</i> basis	No. of Scheduled Caste employees working on <i>ad hoc</i> out of figures in Col. 5	Period during which the posts indicated in the Col.No. 5 were filled	Re-marks
1	2	3	4	5	6	7	8
1.	Inspector	224	210	14	2	4/73	
2.	Sub-inspector	219	169	50	8	4/75 & 5/75	
3.	Clerks	275	254	21	11	1973	
4.	Driver	15	13	2	—	One from 19-7-73	One from 2-6-78

## GENERAL RECOMMENDATIONS

### Incentives for inter-Caste Marriages

The Committee undertook the tour of the various States during the year 1979-80 and observed that certain States give cash awards and gold medals alongwith a certificate to those persons who marry with the persons belonging to the Scheduled Castes. The Committee during the course of its discussion with the Hon'ble Speaker of the Tamilnadu Legislative Assembly was informed that the State Government gives Rs. 1,000/-, a certificate and a gold medal for inter-caste marriages. The Committee was also informed by the Social Welfare Minister of Goa Daman and Diu that the State Government gives awards of Rs. 2,000/- to those persons who marry with the persons belonging to the Scheduled Castes in the State.

The Committee, therefore, recommend to the State Government to consider the desirability/feasibility of providing such incentives to the persons who marry with the persons of Scheduled Castes in the State and vice-versa.

### Separate Minister for Social Welfare Department

The Committee during the course of its discussion held with the Government representatives of the various States observed that there is a fullfledged Minister and a State Minister for Social Welfare Department. Examples of such type of States are Maharashtra and Karnataka etc. The Committee recommend to the Government that the Social Welfare Department may be given exclusively to one Minister of the cabinet rank so that he may look after the interests and problems of the persons of Scheduled Castes/Scheduled Tribes/Backward Classes in the State. The Committee desire that decision taken by the Government on this recommendation of the Committee may be informed.

### Concessions for students belonging to Scheduled Castes and Backward Classes

The Committee during its tour held a discussion with the Secretary of the Social Welfare Department of Maharashtra Government. During the course of discussion, it was revealed that the Maharashtra Government provides in order to enable students belonging to Backward Classes (including Scheduled Castes and Scheduled Tribes) educational concessions, hostel facilities and all other facilities including those of free boarding and lodging, text books, stationery articles, uniform and bedding, free medical aid, conveyance and coaching facilities etc. in the Government Hostels. The Secretary of the Social Welfare Department of the Maharashtra Government further informed the Committee that 79 such Hostel are being run by the State Government, 1,239 aided Backward Classes Hostels are also being run by Voluntary Agencies. Besides this, there are 164 Hostels for girls in the State.

The Committee recommend to the Government that desirability of providing concessions to the persons belonging to the Scheduled Castes and Backward Classes in the State on the pattern of Maharashtra Government may be considered and the decision taken in this behalf may be informed to the Committee as well.



During the course of discussion held with the Hon'ble Speaker of Tamilnadu Legislative Assembly, the Secretary of the Social Welfare Department of Maharashtra Government and the Social Welfare Minister of the Goa, Daman and Diu State it was revealed that in Tamilnadu there is a separate Housing Corporation for Harijans only. Similarly in Maharashtra there is a separate Scheduled Castes Co-operative Housing Scheme. Under this scheme, Co-operative Housing Societies of various Scheduled Castes are given interest free loans and subsidies on the following pattern :—

<i>Rural Areas</i>	<i>Loan</i>	<i>Subsidy</i>	<i>Personal contribution</i>
S.Cs.	65 %	25 %	10 %
S.Ts.	57 %	37½ %	5 %
<b>Urban Areas</b>			
S.Cs.	50 %	25 %	25 %
S.Ts.	37½ %	37½ %	25 %

Similarly in Goa, Daman and Diu Rs. 2,500/- for construction of houses. 75% subsidy and 25% loan payable in 20 annual instalments are given to the persons belonging to the Scheduled Castes by the Government.

In the light of concessions provided by the State as pointed out above, the Committee recommend to the Government that desirability/feasibility to extend these facilities to the persons of Scheduled Castes and Backward Classes may be considered sympathetically by the Government and the action so taken by the Government in this behalf may be informed to the Committee as early as possible.

The Committee in its 4th report vide annexure 'D' directed that "the reports presented to the House copies thereof will be furnished by the Secretary, Haryana Vidhan Sabha to the Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department and not directly to the Administrative Secretaries concerned with the subject matter of the report. The welfare of Scheduled Castes and Backward Classes Department will initiate action on the reports and ask the Administrative Secretaries concerned with the subject matter of the report to consider the recommendations of the Committee on the welfare of Scheduled Castes and Scheduled Tribes, a copy of the letter being endorsed to the Heads of the Departments concerned. Similarly general recommendations will be dealt in the Welfare of Scheduled

Implements of  
Recommendations  
made by the Committee  
in the years from 1973  
to 1978

Castes and Backward Classes Department. Heads of the Departments concerned shall furnish their comments on the recommendations of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes to the Administrative Secretaries concerned, on receipt of the report of the Committee".

Similarly there are various other recommendations made by the Committee in annexure 'P' of the 4th report.

The Committee has not taken the work of implementation of earlier recommendations made from the years 1973 to 1978 in hand. The Committee now desire that the Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department will intimate to the Committee as early as possible regarding the implementation of the recommendations made by the Committee in its various reports as mentioned above report wise separately. In any case the Committee may be informed regarding the implementation of these reports as mentioned above latest by 1st. June, 1980 to the Secretary, Haryana Vidhan Sabha.

## **ANNEXURE 'D'**

### **Procedure for Dealing with the Implementation of the Recommendations/ Observations of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes**

- (a) After a Report is presented to the Haryana Vidhan Sabha, copies thereof will be forwarded by the Secretary, Haryana Vidhan Sabha to the Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department and not directly to the Administrative Secretaries concerned with the subject matter of the Report.
- (b) The Welfare of Scheduled Castes and Backward Classes Department will initiate action on the Report and ask the Administrative Secretaries concerned with the subject matter of the Report to consider the recommendations of the Committee on Welfare of Scheduled Castes and Scheduled Tribes, a copy of the letter being endorsed to the Head of Department concerned simultaneously, General recommendations will be dealt with in the Welfare of Scheduled Castes and Backward Classes Department.
- (c) Heads of Departments concerned shall furnish their comments on the recommendation of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes to the Administrative Secretaries concerned, on receipt of the Report of the Committee.
- (d) The Administrative Department concerned will then take immediate steps for implementation of the recommendations of the Committee concerning it. It will take the case to the Minister Incharge of the Department or to the Council of Ministers, as the case may be.
- (e) The cases in which the Administrative Department does not agree with the recommendations of the Committee will be forwarded to the Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department with detailed reasons for comments. The Department of Welfare of Scheduled Castes and Backward Classes will examine such cases and offer their comments.
- (f) The Administrative Department will then take immediate steps for arriving at a decision in such cases. It would take such cases to the Minister Incharge of the Department or to the Council of Ministers, if necessary, in incorporating in the Memorandum for the Council the views of the Department of Welfare of Scheduled Castes and Backward Classes.
- (g) After a decision has been taken at the appropriate level, the same will be communicated to the Secretary, Haryana Vidhan Sabha by the Administrative Department under intimation to the Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department.

- (h) Cases involving disciplinary action and financial and other irregularities should be placed before the Minister concerned or the Council of Ministers, as the case may be, even though the recommendation of the Committee on Welfare of Scheduled Castes and Scheduled Tribes is proposed to be accepted. Cases involving financial irregularities will invariably be decided in consultation with the Finance Department
- (i) The Secretary, Haryana Vidhan Sabha will prepare a statement showing the action taken on the report of the Committee and place it before the Committee. Further comments of the Committee, if any, will be communicated to the Department of Welfare of Scheduled Castes and Backward Classes for necessary action.
- (j) The Department of Welfare of Scheduled Castes and Backward Classes will maintain a list of outstanding recommendations of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes and periodically remind the Department concerned. A quarterly report ending 31st March, 30th June, 30th September and 31st December will be furnished by the 15th April, 15th July, 15th October and 15th January to the Department of Welfare of Scheduled Castes and Backward Classes by the Heads of Departments/Administrative Secretaries about the implementation of the recommendations of the Committee and the Department of welfare of Scheduled Castes and Backward Classes will intimate to the Committee within five weeks from the expiry of each quarter the action taken or proposed to be taken on the recommendations/observations of the Committee as also the names of those Departments which had not furnished the quarterly reports (For example, the information for the quarter ending 31st March will be furnished to the Committee by the 1st week of May). Every effort should be made to expedite the action on the recommendations/observations of the Committee and this work should be treated as a general rule on "Top Priority" basis.
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