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Compendium of Instructions on Reservation

Chief Secretary
General Administration Department



GOVERNMENT OF HARYANA

COMPENDIUM OF INSTRUCTIONS

ON

**RESERVATION FOR MEMBERS OF SCHEDULED CASTES/
SCHEDULED TRIBES, BACKWARD CLASSES,
EX-SERVICEMEN AND THE PHYSICALLY
HANDICAPPED PERSONS**

IN

**SERVICES AND POSTS FILLED BY DIRECT
RECRUITMENT, BY TRANSFER, BY PROMOTION AND
ADMISSIONS IN INSTITUTIONS IN HARYANA**

CHIEF SECRETARY, GOVERNMENT OF HARYANA

YEAR -- 2009



PREFACE

Compendium of Haryana Government instructions on reservation for members of Scheduled Castes, Scheduled Tribes and Backward Classes was published and issued on 1st April, 1999. A large number of instructions on the subject have been issued since then, which necessitated their fresh compilation and publication. Further, the instructions that were issued by different departments relating to provisions of reservation in admissions and jobs also need to be compiled into a single volume. Hence, efforts were made to bring out this Compendium of Instructions on reservation.

It has also been decided to bring out compendia of government instructions on various other subjects for which the ground work is going on. We hope to release them soon.

Efforts have been made to include all available Government instructions regarding reservation policy of the Haryana Government issued till 30th April, 2009. The Compendium would also be available on the websites www.haryana.gov.in and www.csharyana.gov.in. Interested persons can easily download it or any part thereof. The Compendium would also be circulated amongst all Administrative Secretaries, Heads of Departments and other offices. The public can also get it from the market.

Although we have taken all possible precautions while compiling this Compendium, there may be some omission or lapse on our part. We would welcome feedback and suggestions from users of the Compendium. We shall consider them at the time of publishing a new edition, and issue addenda or clarifications, if required.

I acknowledge the hard work put in by the GS-III Branch of General Administration Department, in general, and Shri Rajeev Ranjan, IAS, Joint Secretary, Shri Sushil Kumar Jain, Under Secretary, Shri Subhash Ahuja, Superintendent and Smt. Raj Kumari, Assistant, in particular, for compiling the Compendium in a very short period of time. Shri Vikas Yadav, HCS, Controller, Printing & Stationary, Shri Vishal Chadha, PCAT, and their team of officials also took steps to ensure speedy publication. They deserve our appreciation.

I hope the Compendium would be handy and useful to all concerned.

Dated Chandigarh,
the 31st May, 2009

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CONSTITUTIONAL PROVISION

Article 14

Equality before law:- The State shall not deny to any person equality before the law or the equal protection of the laws within the territory of India.

Article 15

Prohibition of discrimination on grounds of religion, race, caste, sex, or place of birth:-

(1)

(2)

(3) Nothing in this article shall prevent the State from making any special provision for women & children.

(4) Nothing in the article or in clause (2) of article 29 shall prevent the State from making any special provision for the advancement of any socially and educationally backward classes of citizens or for the Scheduled Castes and the Scheduled Tribes.

(5) Nothing in this article or in sub-clause (g) of clause (1) of article 19 shall prevent the State from making any special provision, by law, for the advancement of any socially and educationally backward classes of citizens or for the Scheduled Castes or the Scheduled Tribes in so far as such special provisions relate to their admission to educational institutions including private educational institutions, whether aided or unaided by the State, other than the minority educational institutions referred to in clause (1) of article 30.

Article 16

Equality of opportunity in matters of public employment:-

(1) There shall be equality of opportunity for all citizens in matters relating to employment or appointment to any office under the State.

(2) No citizen shall, on grounds only of religion, race, caste, sex, descent, place of birth, residence or any of them, be ineligible for, or discriminated against in respect of, any employment or office under the State.

(3) Nothing in this article shall prevent Parliament from making any law prescribing, in regard to a class or classes of employment or appointment to an office under the

Government or any local or other authority within, a State or Union territory, any requirement as to residence within that State or Union territory prior to such employment or appointment.

(4) Nothing in this article shall prevent the State from making any provision for the reservation of appointments or posts in favour of any backward class of citizens which, in the opinion of the State, is not adequately represented in the service under the State.

(4.A) Nothing in this article shall prevent the State from making any provision for reservation in matters of promotion, with consequential seniority, to any class or classes of posts in the services under the State in favour of the Scheduled Castes and the Scheduled Tribes which, in the opinion of the State, are not adequately represented in the services under the State.

(4 B) Nothing in this article shall prevent the State from considering any unfilled vacancies of a year which are reserved for being filled up in that year in accordance with any provision for reservation made under clause (4) or clause (4A) as a separate class of vacancies to be filled up in any succeeding year or years and such class of vacancies shall not be considered together with the vacancies of the year in which they are being filled up for determining the ceiling of fifty per cent reservation on total number of vacancies of that year.

(5) Nothing in this article shall affect the operation of any law which provides that the incumbent of an office in connection with the affairs of any religious or denominational institution or any member of the governing body thereof shall be a person professing a particular religion or belonging to a particular denomination.

Article 46

Promotion of educational and economic interests of Scheduled Castes, Scheduled Tribes and other weaker section :— The State shall promote with special care the educational and economic interests of the weaker sections of the people, and, in particular, of the Scheduled Castes and the Scheduled Tribes, and shall protect them from social injustice and all forms of exploitation.

Article 320

- (1)
- (2)
- (3)

(4) **Functions of Public Service Commission :—**

Nothing in clause (3) shall require a Public Service Commission to be consulted as respects the manner in which any provision referred to in clause (4) of article 16 may be made or as respects the manner in which effect may be given to the provision of article 335.

Article 335

Claims of Scheduled Castes and Scheduled Tribes to services and posts :—

The claims of the members of the Scheduled Castes and the Scheduled Tribes shall be taken into consideration, consistently with the maintenance of efficiency of administration, in the making of appointments to services and posts in connection with the affairs of the Union or of a State :

¹[Provided that nothin in this article shall prevent in making of any provision in favour of the members of the Scheduled Castes and the Scheduled Tribes for relaxation in qualifying marks in any examination or lowering the standards of evaluation, for reservation in matters of promotion to any class or classes of services or posts in connection with the affairs of the Union or of a State.]

Article 341

Scheduled Castes:—

(1) The Presidents ³[may with respect to any State ⁴[or Union territory], and where it is a State ⁵[***], after consultation with the Governor ⁶[***] thereof], by public notification⁷, specify the castes races or tribes or parts of or groups within castes, races or tribes which shall for the purposes of this Constitution be deemed to be Scheduled Castes in relation to that State ²[or Union territory, as the case may be].

(2) Parliament may by law include in or exclude from the list of Scheduled Castes specified in a notification issued under clause (1) any caste, race or tribe or part of or group within any caste, race or tribe, but save as aforesaid a notification issued under the said clause shall not be varied by any subsequent notification.

Article 366 (24):—

“Scheduled Castes” means such castes, races or tribes or parts of or group within such castes, races or tribes as are deemed under article 341 to be Scheduled Castes for the purposes of this Constitution;

CHAPTER-I

COMMON INSTRUCTIONS

Copy of letter No. 1016-4WGI-66, dated 16-2-1966 from the Secretary to Government, Punjab, Scheduled Castes and Backward Classes Department addressed to all Heads of Departments, Commissioners of Divisions, District and Sessions Judges, Deputy Commissioners and Registrar, Punjab High Court.

Subject : Grant of protection to Scheduled Castes/Tribes and other Backward Classes Employees against reduction/retrenchment in view of their lean representation in services.

Vide Punjab Government Circular letter No. 28400-WG-S-56/8090, dated the 9th November, 1956 and 2295-B&C-3/2234 dated the 22nd March, 1963, qualified protection was afforded to the members of Scheduled Castes/Tribes and Backward Classes in the matters of reversion and retrenchment. The issue of lean representation of the Scheduled Castes, Scheduled Tribes and other Backward Classes in services was reviewed and it has been found that despite adequate reservation at the time of recruitment and in promotions for these castes and classes, their representation in services is still very little. In order to make the deficiency good and in pursuance of the Government policy that these castes and class should be adequately represented in various services, the Government has further decided as follows :—

- (i) The members of the Scheduled Castes/Scheduled Tribes and Backward Classes who are in service and are otherwise qualified and suitable and against whom there are no complaints, should not be reduced in rank and retrenched so long as their total strength does not exceed the prescribed limits of reservation in a cadre; and
- (ii) In case any employees belonging to Scheduled Castes/Scheduled Tribes or Backward Classes has been reduced in rank or retrenched as a result of economy measures or any other reasons, during the last four months, prior to 4th February, 1966, he should be restored to his original position and the break, if any, should be treated as leave without pay provided that he is otherwise qualified and suitable and provide further that with such restoration, the total strength of the employees belonging to the Scheduled Castes, Scheduled Tribes and Backward Classes does not exceed the prescribed limit of reservation.

2. Further—*Vide* Punjab Government letter No. 15784-8GS-63/15383, dated the 22nd November, 1963, it has been decided that the officials who were reverted as a result of implementation of the instructions contained in the Finance Department Circular No. 2295/B&C-63/2231, dated the 22nd March, 1963 and who were senior to the members of Scheduled Castes/Scheduled Tribes and Backward Classes, should be restored their original seniority on subsequent promotions. These instructions hold good in so far as these promotions. The officials other than those belonging to Scheduled Castes, etc. are reverted on account of over all reduction or retrenchment after affording necessary protection to the officials belonging to Scheduled Tribes and Backward Classes, the former on repromotion shall regain their original seniority.

3. Receipt of this communication may kindly be acknowledged.

No. 1996-2G S-I—76/8148

From

The Chief Secretary to Government, Haryana

To

1. All Heads of Departments, Commissioners Ambala and Hisar Divisions.
All Deputy Commissioners and all Sub-Divisional Officers (Civil) in Haryana.
2. The Registrar,
Punjab & Haryana High Court and
All District & Sessions Judges in Haryana.

Dated Chandigarh, the 1st 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.

Your 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 Govt., 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.

(To be substituted for the letter bearing the same number and date)

Copy of letter No.2812-2GSI-76/11578, dated 5th May, 1976 from the Chief Secretary to Government Haryana to all Heads of Departments, Commissioners Ambala and Hisar Divisions, all Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana State and the Registrar Punjab and Haryana High Court and all the District and Sessions Judges in Haryana.

Subject : Reservation of post for Scheduled Castes, Backward Classes and Ex servicemen under the services of Haryana State.

I am directed to address you on the subject noted above and to say that the State Government has reviewed the existing policy of reservation for ex-servicemen and persons belonging to Scheduled Castes and Backward Classes in the services of Haryana Government and has decided as follows:—

- (i) Separate rosters for direct recruitment and promotion as laid down in erstwhile Punjab Government letter No. 2360-4WGI-64/4860, dated the 24th March, 1964 and Haryana Government letter No. 5874-SW-71/21351-413, dated the 10th December, 1971, should be done away with and a single combined roster should be maintained both for direct recruitment and for promotion. Each year of recruitment is to be considered separately by itself and a fresh roster should be prepared for each calendar year. If there are only two permanent posts to be filled in a particular calendar year, then only one vacancy should be treated as reserved. If there is only one post to be filled in a calendar year, it has to be treated as un-reserved, irrespective of the fact that it occurs in the Model roster at a point of reservation.

- (ii) Henceforth, in a block of 100 posts, the following posts should be reserved for ex-servicemen and persons belonging to Scheduled Castes and Backward Classes:—

(a) For persons belonging to Scheduled Castes

(for promotion to Class III and Class IV posts on the basis of selection from a slab of 3 officials and direct recruitment to all classes of posts.)

4-8-14-18-24-28-34-38-42-50-54-58-64-68-74-78-84-88-92 and 100.

(b) For persons belonging to Backward Classes

(for promotion to Class III and Class IV posts on the basis of selection from a slab of 3 officials and direct recruitment to all classes of posts.)

46 and 96.

(c) For Ex-servicemen for direct recruitment to class III and class IV posts.

2-6-10-12-16-20-22-26-30-32-36-40-44-48-52-56-60-62-66-70-72-76-80-82-86-90-94 and 98.

-
- (iii) When a requisition for the reserved posts, in accordance with sub-para (ii) above is sent to the Haryana Public Service Commission/Subordinate Services Selection Board, it shall advertise the same. If as a result of this advertisement, suitable candidates for the reserved posts are not available, then these posts shall be re-advertised immediately by the Haryana Public Service Commission/Subordinate Services Selection Board, as the case may be, without awaiting further reference from the concerned department. If suitable candidates are not available even on the basis of the second advertisement, then the Commission/Board shall immediately re-advertise the posts for the third time indicating therein that if candidates belonging to the reserved categories are not available, the posts shall be filled by candidates belonging to the general category. This process shall be completed by the Commission/Board in the shortest possible time preferably by the end of the same year so that the reserved posts may not remain vacant for an unnecessarily long period. In respect of the posts on which experts are to be appointed, if suitable candidates are not available on the basis of the first advertisement, the Commission/Board shall re-advertise the posts immediately for the second time indicating therein that, if candidates belonging to reserved categories are not available, the posts shall be filled by candidates belonging to the general category. The Commission/Board shall keep the concerned department informed of these advertisement.
- (iv) Unfilled reserved posts shall be carried forward for a maximum of two years subject to the condition that this should not result in more than 50% reservation during any year, or on any particular occasion.
- (v) In erstwhile Punjab Government letter No. 2360-4WGI- 64/4860, dated the 24th March, 1964 and Haryana Government letter No. 5874-SWI-71/21351-413, dated the 10th Dec., 1971, reserved posts have been shown in a block of 100 posts. It is not clear to various Departments whether reservation is to be given against the sanctioned number of posts or against vacancies occurring against sanctioned posts. For example, a post may fall vacant a number of times if the person appointed against it is promoted, retired, proceeds on leave, goes on deputation etc. It means that the same post may fall vacant a number of time. It has now been decided that reservation should be given against posts, whether permanent or temporary and not against vacancies.
- (vi) All instructions issued from time to time in this behalf shall, however, continue to remain in force subject to above modifications. The modified instructions shall come into effect forthwith, it should, however, be ensured that the reservation made on the basis of the previous policy and the reservation which shall now be made does not exceed 50% of the total number of available permanent and temporary posts to be filled in during the year 1976, i.e. from 1st January, 1976 to 31st December, 1976.
- (vii) These instructions should be brought to the notice of all the officers working under you for strict compliance. Receipt of this communication may kindly be acknowledged.
-
-

No. 38/48/78-G.S.-I.

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala and Hissar Divisions.
All Deputy Commissioners and Sub- Divisional Officers (Civil) in Haryana State.
2. The Registrar, Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 14th September, 1978.

Subject : Reservation of posts for Scheduled Castes, Backward Castes and Ex-servicemen under the services of Haryana Government.

Sir,

I am directed to refer to Haryana Government letter No. 2812—2-GSI-76/11578, dated the 5th May, 1976, on the subject noted above and to say that the State Government has now decided to increase the quota for reservation of posts in services for Backward Classes from 2% to 5% and also to decrease the reservation of posts for Ex-servicemen from 28% to 25%. Henceforth the reservation for Backward Classes and Ex-servicemen will be as under :—

By direct recruitment

- | | |
|--------------------------|-----------------------------------|
| (i) For Backward Classes | 5% |
| (ii) For Ex-servicemen | (a) 25% (in Class-III & IV posts) |
| | (b) 5% (in Class-I & II posts) |

By promotion

- | | |
|--------------------------|---|
| (i) For Backward Classes | 5% (in Class-III & IV posts on the basis of seniority-cum-merit). |
|--------------------------|---|

2. In view of this decision in a block of 100 posts, the following posts should be reserved for Backward Classes and Ex-servicemen :—

- (i) *For persons belonging to Backward Classes (For promotion to Class— III and IV posts on the basis of selection from a slab of 3 officials and direct recruitment to all classes of posts) 16, 32, 46, 70 and 96.*
- (ii) *For Ex-servicemen (for direct recruitment to Class-III and Class-IV posts.)*
2, 6, 10, 12, 20, 22, 26, 30, 36, 40, 44, 48, 52, 56, 60, 62, 66, 72, 76, 80, 82, 86, 90, 94 and 98.

The orders contained in Haryana. Government letter referred to in paragraph (i) above, may be deemed to have been modified to this extent.

3. These instructions should be brought to the notice of all concerned working under you for strict compliance.

4. Receipt of this communication may please be acknowledged.

Sd/-
Deputy Secretary General Administration,
for Chief Secretary to Government, Haryana.

A copy each is forwarded to the :—

- (i) Financial Commissioner, Haryana.
- (ii) All Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-
Deputy Secretary General Administration,
for Chief Secretary to Government, Haryana.

To

- (i). The Financial Commissioner, Haryana.
- (ii) All Administrative Secretaries to Govt., Haryana.

U.O. No. 38/48/78-GS-I,

Dated, Chandigarh, the 14th September, 1978.

No. 38/20/78-2GSI

From

The Chief Secretary to Govt., Haryana

To

1. All Heads of Departments,
Commissioners, Ambala & Hissar Divisions. All Deputy Commissioners and
Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court,
Chandigarh

Dated, Chandigarh, the 9th February, 1979.

Subject: Reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen under the services of Haryana State.

Sir,

In supersession of Haryana Government instructions issued *vide* letter No. 2812-2GS-I-76/11578, dated the 5th May, 1976, letter No. 5074-2GSI- 76/21898, dated the 17th August, 1976, and subsequent letter No. 38/48/78-GS-I, dated the 14th September, 1978 on the subject noted above, I am directed to say that the State Government has further reviewed on the existing policy of reservation of post for Scheduled Castes, Backward Classes and Ex-servicemen in the services of Haryana and have decided as follows :—

(1) (i) The quantum of reservation will be as under :—

By Direct Recruitment

- | | |
|----------------------------|--|
| (a) For Scheduled Castes | 20% (in classes I, II, III and IV posts). |
| (b) For Backward Classes . | 5% (-do-) |
| (c) For Ex-servicemen | (i) 5% (in class I & II posts)
(ii) 25% (in class III and IV posts) |

By promotion

- | | |
|---------------------------|--|
| (a) For Scheduled Castes. | 20% (in class III and IV posts) on the basis of seniority-cum-merit. There will be no reservation in class I & II posts) |
| (b) For Backward Classes | 5% (-do-) |
| (c) For Ex-servicemen | Nil |

- (ii) Henceforth with, in a block of 100 posts in each cadre, the following posts should be reserved for persons belonging to Scheduled Castes and Backward Classes and

for Ex-servicemen:—

- (a) *For persons belonging to Scheduled Castes (for direct recruitment to all classes of posts i.e. Class I, II, III and IV and for promotion to class III and Class IV posts on the basis of selection from a slab of 3 officials).*

4—8—14—18—24—28—34—38—42—50—54—58—64—68—74—78—84—88—92 and 100.

- (b) *For persons belonging to Backward Classes (for direct recruitment to all classes of posts and for promotion to class III and IV posts on the basis of selection from a slab of 3 officials).*

16—32—46—70 and 94.

- (c) *For Ex-servicemen*

(for direct recruitment to class I and II posts)

12—36—52—72 and 96.

(For direct recruitment to class III and IV posts.)

2—6—10—12—20—22—26—30—36—40—44—48—52—56—60—62—66—72—76—80—82—86—90—94— and 98.

It is clarified that a single roster of 100 posts both for direct recruitment and promotion will be pre-pared as referred to above. This roster will continue from year to year till it is exhausted and thereafter a new roster will be prepared.

The aforesaid benefit of reservation will be given till such time as the number of employees belonging to reserved categories in each cadre/grade does not come upto the prescribed percentage.

- (2) When a requisition for the reserved posts, in accordance with sub-para (i) (ii) above, is sent to the Haryana Public Service Commission/Subordinate Services Selection Board, it shall advertise the same. If as a result of this advertisement, suitable candidates for the reserved, posts are not available, then these posts shall be re-advertised immediately by the Haryana Public Service Commission/Subordinate Services Selection Board, as the case may be, without awaiting a further reference from the concerned Department. If suitable candidates are not available even on the basis of the second advertisement then the Commission/Board shall immediately re-advertise the posts for the third time indicating therein that if candidates belonging to the- reserved categories are not available, the posts shall be filled by candidates belonging to the general category. This process shall be completed by the Commission/Board within the shortest possible time so that the reserved posts may not remain vacant for an unnecessarily long period. In respect of the posts on which candidates having technical and specialised qualifications. are to be appointed, if suitable candidates are not available on the basis of the first advertisement, the Commission/Board shall re-advertise the posts immediately for the second

time indicating therein that, if candidates belonging to reserved categories are not available, the posts shall be filled by candidates belonging to the general category. The Commission/Board shall keep the concerned Department informed of these advertisements.

- (3) Reserved posts not filled by the candidates belonging to reserved categories should be carried forward for two recruitment years. The recruitment year shall mean a calendar year and the two years limit for carry-forward, of reserved posts shall start from the year in which recruitments is actually made. The carry-forward would mean that if a sufficient number of suitable candidates eligible for reserved posts are not available from the appropriate classes in any year of recruitment, such posts should be treated as un-reserved and filled in as un-reserved posts but should be carried forward to subsequent years of recruitment so that posts then occurring may be filled in by the persons belonging to reserved categories. For example, if a requisition for filling up of five posts of clerks, is sent to the Subordinate Services Selection Board in the month of January, 1977 and the recommendations of the Board are received in March, 1978 but the Board could not recommend any candidate against the reserved post, then the reserved posts would be carried forward for a period of two years viz 1979 and 1980. In this connection, it is further clarified that, in future the carried forward reserved posts would be available together with the current posts for utilisation even when the total number of such reserved posts exceeds 50% of the posts filled in that year provided that the overall representation of Scheduled Castes/Backward Classes in the total strength of the concerned cadre does not exceed the prescribed percentage of reservation.
- (4) In case a single post arises in the initial recruitment year and it falls at a reserved point in the roster, it has to be treated as un-reserved and filled accordingly in that year but the reservation would be carried forward to subsequent years. In the first subsequent year if again a single posts occurs then it should be treated as reserved against the reservation carried forward from the initial recruitment year and a candidate from the reserved category should be appointed against that post inspite of the fact that the post happens to be the only post in that recruitment year. In the event of a candidate belonging to reserved categories not being available to fill the reserved post in the subsequent year also, the reservation should be carried forward further to the subsequent year. When also a single post, if any, arises in that year it should be treated as reserved against the carried forward reservation whereafter the reservation will lapse *e.g.* a single vacancy occurs in any cadre of a particular department of the State which falls at a reserved point, that single post shall not be treated as reserved. But the single subsequent vacancy shall be treated as reserved and in case a candidate (belonging to Scheduled Castes) for the reserved seat is not available the post shall be treated as reserved for the next two years under the carry-forward formula. The year in which no post arises is
-
-

to be ignored for the purpose of counting the effective year towards the period of carry forward.

- (5) At present the reservation is given against posts and not against vacancies. It has been decided that the reservation should be given both against the new posts whether permanent or temporary, as well as vacancies which may occur as a result of death, retirement, resignation, removal or dismissal.
 - (6) In the case of posts to be filled up by way of promotion the benefit of reservation should be given where the basis of promotion is seniority-cum-merit and the benefit of reservation should not be made available where promotion is to be given on the basis of seniority-cum-fitness.
2. These instructions should be brought to the notice of all concerned working under you for strict compliance.
 3. Receipt of this communication may kindly be acknowledged.

Sd/-
Deputy Secretary General Administration,
for Chief Secretary to Government Haryana.

A copy is forwarded to:

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

for information and necessary action.

Sd/-
Deputy Secretary General Administration,
for Chief Secretary to Government Haryana.

To

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

U.O. No. 38/20/78-2GSI,

dated, Chandigarh, the 9th February, 1979.

No. 4/20/79-3GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners Ambala and Hisar Divisions.
All Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana State.
2. The Registrar, Punjab and Haryana High Court,
Chandigarh

Dated Chandigarh, the 8-5-80.

Subject : Reservation of posts for Scheduled Castes, Backward Classes and Ex-Servicemen in the Services of Haryana State.

I am directed to invite a reference to para 1(5) of the Haryana Government letter No. 38/20/78-2GSI, dated the 9th February 1979 on the above subject and to say that on further consideration it has been decided by the State Government that the benefit of reservation should be given to the reserved categories of persons also in respect of those vacancies which may occur as a result of promotion on regular basis. Henceforth; para 1(5) of Haryana Government letter referred to above shall be read as under:—

“The reservation should be given both against the new posts, whether permanent or temporary, as well as against vacancies which may occur as a result of death, retirement, resignation, removal, dismissal or promotion on regular basis”.

2. The above decision should be brought to the notice of all concerned working under you for strict compliance
3. Receipt of this communication may kindly be acknowledged.

Yours faithfully,

Sd/-

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

A copy is forwarded to :—

1. All Financial Commissioners, Haryana; and
2. All Administrative Secretaries to Govt., Haryana;

for information and necessary action.

Sd/-

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

To

1. All Financial Commissioners, Haryana;
2. All Administrative Secretaries to Govt., Haryana.

U. O. No. 4/20/79-3GSIII

dated Chandigarh, the 8th May, 1980.

No. 4/20/79-3 GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners Ambala and Hisar Divisions.
All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 27th May, 1980.

Subject : Reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen in the service of Haryana State.

Sir,

I am directed to refer to Haryana Government circular letters No. 38/20/78-2GSI, dated the 9th February, 1979, No. 4/12/79-GSIII dated the 18th September, 1979 and No. 4/20/79-3-GSIII, dated the 8th May, 1980 (copies enclosed) where in the policy of reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen in the services of Haryana has been laid down.

2. It is requested that the above circular letters may again be brought to the notice of all concerned for strict implementation.

Yours faithfully,

Sd/-

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

A copy each is forwarded to the :-

1. All Financial Commissioners, Haryana; and
2. All Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-

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

To

1. All Financial Commissioners, Haryana; and
2. All Administrative Secretaries to Govt., Haryana.

U.O. No. 4/20/79-3GSIII,

dated Chandigarh, the 27th May, 1980

No. 22/43/80-3GSIII

From

The Chief Secretary to Government, Haryana.

To

The Vice Chancellor,

- (i) Kurukshetra University, Kurukshetra,
- (ii) Maharishi Dayanand University, Rohtak; and
- (iii) Haryana Agriculture University, Hissar.

Dated Chandigarh, the 17th June, 1980.

Subject : Reservation for members of Scheduled Castes, Backward Classes and Ex-servicemen in the services.

Sir,

In May, 1966, a request was made to all the Universities in the composite Punjab to issue instructions to adopt and follow Government instructions in the matter of reservation of posts for the Scheduled Castes/Tribes and other Backward Classes in their services.

2. In this connection, I am now directed to enclose copies of Haryana Government letters Nos. 38/20/78-2GSI, dated the 9th Feb., 1979, No. 4/12/79-GSIII dated the 18th September, 1979 and No.- 4/20/79-3 GSIII, dated the 8th May, 1980, wherein the policy of reservation for Scheduled Castes, Backward Classes and Ex-servicemen in the services of Haryana has been laid down.

3. The State Government desires that instructions contained in the letters of Haryana Government, referred to in para 2 above may be followed for giving due share of appointments to Scheduled Castes, Backward Classes and Ex-servicemen in the services of your University.

4. Action taken in this behalf may be intimated to the State Government urgently.

Yours faithfully,

Sd/-

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

No 24/17/80-3 GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala and Hisar Divisions.
All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 16th December, 1980.

Subject : Reservation of posts for the Physically Handicapped persons in Groups C & D posts (Class III & IV) services under the State Government.

Sir,

1.38/20/78-2GSI,
dt. 9-2-79
2.4/12/79-GSIII
dt. 18-9-79.
3.4/20/79-3GSIII,
dt. 8-5-80.

I am directed to refer to Haryana Government circular letters noted in the margin regarding reservation of posts for the Scheduled Castes, Backward Classes and Ex-servicemen in the services of Haryana State and to say that the State Government has decided to reserve 3% posts in direct recruitment for the Physically Handicapped persons in such Class III & Class IV (Group C & D) posts/services under the State Government as are identified to be suitable for them and, in consequence, to decrease the reservation of posts for Ex-servicemen from 20% to 17% in those posts/services. Accordingly, the quantum of reservation in posts/services under the State Government will now be as under:

By direct recruitment

- | | |
|---|--|
| (a) For Scheduled Castes | 20% (in Class I, II, III & IV posts) |
| (b) For Backward Classes | 10% (in Class I, II, III & IV posts) |
| (c) For Ex-servicemen | (i) 5% (in Class I & II posts)
(ii) 17% (in Class III & IV posts) |
| (d) For physically handicapped persons
(the Blind, the Deaf and the
Orthopaedically Handicapped). | 3% (1% for each category in
Class III & IV posts). |

By promotion

- | | |
|--------------------------|---|
| (a) For Scheduled Castes | 20% (in Class III & IV posts on the basis of seniority-cum-merit. There will be no reservation in Class I & II posts) |
| (b) For Backward Classes | 10% (in Class III & IV posts). On the basis of seniority-cum-merit. There will be no reservation in Class I & II posts. |

(c) For Ex-servicemen Nil

2. (i) In view of the decision in para—1 above, in a block of 100 posts in each cadre the following posts will be reserved for persons belonging to the categories of Scheduled Castes, Backward Classes, Ex-servicemen and the Physically Handicapped persons :—

(a) *For persons belonging to Scheduled Castes*

(for direct recruitment to all classes of posts i.e. Class I, II, III and IV and for promotion to class III and class IV posts on the basis of selection from a slab of 3 officials).

4—8—14—18—24—28—34—38—42—50—54—58—64—68—74—78—84—88—92 and 100.

(b) *For persons belonging to Backward Classes*

(for direct recruitment to all classes of posts and for promotion to class III and IV posts on the basis of selection from a slab of 3 officials)

10—16—22—32—46—56—70—76—86 and 96.

(c) *For Ex-servicemen*

(for direct recruitment to class III and IV posts)

2—6—12—20—30—36—40—44—48—60—62—66—72—80—90—94 and 98.

(d) *For Physically Handicapped persons.*

(for direct recruitment to such class III & IV posts as are considered suitable for them).

26—52 and 82

(ii) There may be posts in a cadre which are considered suitable for one category or two categories of the physically handicapped persons. In that event, the remaining post(s) in the cadre reserved for the handicapped person will be filled in by the persons belonging to the category of Ex-servicemen. Thus, where in a cadre a post is not identified as suitable for any of the above three categories of the physically handicapped persons, the quantum of reservation for the ex-servicemen in that Cadre will be 20% as before.

3. The definition of the categories of, the handicapped for the purpose of these instructions will be as under :—

The Blind

The blind are those who suffer from either of the following conditions :—

(a) Total absence of sight

(b) Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses.

- (c) Limitation of the field of Vision subtending an angle of 20 degrees or worse.

The Deaf

The deaf are those in whom the sense of hearing is non-functional for ordinary purposes of life. They do not hear, understand sounds at all events with amplified speech. The cases included in this category will be those having hearing loss more than 90 decibels in the better ear (profound impairment) or total loss of hearing in both ears.

The Orthopaedically Handicapped

The Orthopaedically Handicapped are those who have a physical defect or deformity which causes interference with the normal functioning of the bones muscles and joints.

Note :— A candidate claiming the benefit of reservation as a handicapped person shall have to produce a certificate from the Chief Medical Officer of a District to the effect that he is covered by any of the aforesaid definitions of handicapped persons.

4. The State Government has taken the following further decisions in this behalf:—
 - (a) The posts/services (Class III and Class IV) which can be filled by the various categories of the physically handicapped persons as mentioned above without loss or productivity should immediately be identified by the Departments and information to this effect sent to the Welfare of Scheduled Castes and Backward Classes Department and also to the Chief Secretary to Government, Haryana (in GS-III Branch).
 - (b) The above mentioned reservation in Class III and IV posts identified as suitable for the physically handicapped persons should be made by the Departments in the respective rosters which are currently in force.
 - (c) The extent concessions/facilities for the physically handicapped persons in the matter of employment under the State Government shall continue to be available.
 - (d) If a physically handicapped person availing himself of the benefit of the reservation under these instructions, belongs to some other reserved category, he shall be entitled to the benefits available to that reserved category to which he belongs.
 - (e) Eleven Vocational Rehabilitation Centres are functioning in the country at Ludhiana, Delhi, Kanpur, Calcutta, Jabalpur, Ahmedabad, Madras, Bombay, Hyderabad, Bangalore and Trivandrum. It has been decided that the evaluation done by the Vocational Rehabilitation Centres about the suitability of a particular occupation may be taken as final for the employment of the physically handicapped persons under the State Government. Detailed instructions in this regard will be issued by the Health Department.
5. It has been considered essential to provide monitoring and control mechanism to watch the placement of the physically handicapped persons under these instructions. A 'Cell' already

exists in the Welfare of Scheduled Castes and Backward Classes Department to watch the progress of reservation of Scheduled Castes and Backward Classes in the services under the State Government. It has been decided to entrust the duty of watching the recruitment of the physically handicapped persons in Class III and Class IV posts/services to the above mention 'Cell'. Detailed instructions in this connection will be issued by the Welfare of Scheduled Castes and Backward Classes Department. It is requested that information in this connection as and when required by that Department, may be supplied to them.

6. The other instructions issued vide Haryana Government circular letters noted in the margin will also apply to the reservation of posts/services for the physically handicapped persons.

7. These instructions may be brought to the notice of all concerned working under you for strict compliance.

8. Receipts of this communication may please be acknowledged.

Yours faithfully,

Sd/-

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

A copy each is forwarded to:-

- (i) All Financial Commissioners to Govt. Haryana;
- (ii) All Administrative Secretaries to Government, Haryana

for information and necessary action.

Sd/-

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

To

- (i) All Financial Commissioners to Govt., Haryana.
- (ii) All Administrative Secretaries to Government, Haryana.

U.O.No. 24/17/80-3 GSIII

dated Chandigarh, the 16th Dec. 1980.

Subject : RESERVATION

Reservation of posts for the persons of reserved categories in the universities/ boards/corporations, cooperative institutions submission of quarterly report.

क्या—

1. वित्तायुक्त एवं सचिव, हरियाणा सरकार, सिंचाई विभाग।
2. सचिव, हरियाणा सरकार, डायरी विकास विभाग।
3. आयुक्त एवं सचिव, हरियाणा सरकार, कृषि विभाग।
4. आयुक्त एवं सचिव, हरियाणा सरकार, वित्त विभाग।
5. आयुक्त एवं सचिव, हरियाणा सरकार, अनुसूचित जातियाँ पिछड़े वर्ग कल्याण विभाग।
6. आयुक्त एवं सचिव, हरियाणा सरकार, उद्योग विभाग।
7. आयुक्त एवं सचिव, हरियाणा सरकार, शहरी सम्पदा विभाग।
8. सचिव, हरियाणा सरकार, खाद्य एवं पूर्ति विभाग।
9. आयुक्त एवं सचिव, हरियाणा सरकार, पर्यटन विभाग।
10. आयुक्त एवं सचिव, हरियाणा सरकार, आवास विभाग।
11. आयुक्त एवं सचिव, हरियाणा सरकार, शिक्षा विभाग।

इस विभाग के अशा: क्रमांक 22/43/80-3 जी. एस. III, दिनांक 17-6-80 की ओर ध्यान देंगे।

2. इस संदर्भ में यह निर्णय लिया गया है कि सम्बन्धित प्रशासकीय विभाग को विशेष रूप से यह जिम्मेदारी सौंपी जाए कि वे अपने कार्यक्षेत्र में आने वाली निगमों/बोर्डों/विश्वविद्यालयों इत्यादि में अनुसूचित जातियों, पिछड़े वर्गों, भूतपूर्व सैनिकों तथा अंगहीन व्यक्तियों को सरकार की निर्धारित आरक्षण नीति के अनुसार नियुक्तियाँ करवाना सुनिश्चित करें तथा इस बारे में अपेक्षित सूचना संलग्न प्रोफार्मा में इस विभाग को प्रत्येक त्रिमाही के समाप्त होने के 20 दिन के अन्दर अन्दर अवश्य भिजवाने की व्यवस्था करें। अतः उन से अनुरोध है कि कृपया इस निर्णय के अनुसार अपेक्षित कार्यवाही तुरन्त की जाए। 31-12-80 को समाप्त होने वाली त्रिमाही की रिपोर्ट 15-2-81 तक अवश्य भेज दी जाए।

हस्ता०/-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव हरियाणा सरकार।

सेवा में

1. वित्तायुक्त एवं सचिव, हरियाणा सरकार, सिंचाई विभाग।
2. सचिव, हरियाणा सरकार, डायरी विकास विभाग।
3. आयुक्त एवं सचिव, हरियाणा सरकार, कृषि विभाग।
4. आयुक्त एवं सचिव, हरियाणा सरकार, वित्त विभाग।
5. आयुक्त एवं सचिव, हरियाणा सरकार, अनुसूचित जातियां पिछड़े वर्ग कल्याण विभाग।
6. आयुक्त एवं सचिव, हरियाणा सरकार, उद्योग विभाग।
7. आयुक्त एवं सचिव, हरियाणा सरकार, शहरी सम्पदा विभाग।
8. सचिव, हरियाणा सरकार, खाद्य एवं पूर्ति विभाग।
9. आयुक्त एवं सचिव, हरियाणा सरकार, पर्यटन विभाग।
10. आयुक्त एवं सचिव, हरियाणा सरकार, आवास विभाग।
11. आयुक्त एवं सचिव, हरियाणा सरकार, शिक्षा विभाग।

अशा: क्रमांक 22-3-81-3 जी. एस. III दिनांक, चण्डीगढ़ 2-2-1981.

एक प्रति, संलग्न की प्रति सहित, आयुक्त एवं सचिव, हरियाणा सरकार स्थानीय प्रशासन विभाग को इस विभाग के अशा: क्रमांक 22/43/80-3 जी. एस. III दिनांक 17-6-80 के संदर्भ में भेजी जाती है।

2. उनसे अनुरोध है कि उनके अधीन आने वाली नगरपालिकाओं आदि के बारे सूचना, संलग्न प्रोफार्मा में, इकट्ठी करके इस विभाग को प्रत्येक त्रैमाही के समाप्त होने के 20 दिन के अन्दर-2 अवश्य भेजी जाया करें। 31-12-80 को समाप्त होने वाली त्रैमाही की रिपोर्ट 15-2-81 तक अवश्य भेजी जाए।

हस्ता०/-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

आयुक्त एवं सचिव, हरियाणा सरकार,
स्थानीय प्रशासन विभाग।

अशा: क्रमांक 22-3-81-3 जी.एस. III

दिनांक 2-2-1981.

एक प्रति वित्तायुक्त एवं सचिव, हरियाणा सरकार, सहकारी समितियां विभाग को इस विभाग के अशा: क्रमांक 22/43/80-3 जी.एस. III, दिनांक 17-6-80 के संदर्भ में भेजी जाती है।

2. उनसे अनुरोध है कि उनके अधीन आने वाली सरकारी संस्थाओं आदि के बारे सूचना, संलग्न प्रोफार्मा में इकट्ठी करके इस विभाग को प्रत्येक त्रैमाही के समाप्त होने के 20 दिन के अन्दर-2 अवश्य भेजी जाया करें।

31-12-80 को समाप्त होने वाली त्रैमाही की रिपोर्ट 15-2-81 तक अवश्य भेजी जाए।

हस्ता/-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

वित्तियुक्त एवं सचिव, हरियाणा सरकार,
सहकारी समितियां विभाग।

अशा: क्रमांक 22-3-81-3 जी.एस. III

दिनांक 2-2-1981.

एक प्रति आयुक्त एवं सचिव, हरियाणा सरकार, विकास तथा पंचायत विभाग को इस विभाग के अशा: क्रमांक 22/43/80-3 जी.एस. III, दिनांक 17-6-80 के संदर्भ में भेजी जाती है।

2. उनसे अनुरोध है कि उनके अधीन आने वाली पंचायत समितियों आदि के बारे सूचना, संलग्न प्रोफार्मा में इकट्ठी करके प्रत्येक त्रैमाही के समाप्त होने के 20 दिन के अन्दर-2 अवश्य भेजी जाया करें। 31-12-80 को समाप्त होने वाली त्रैमाही की रिपोर्ट 15-2-81 तक अवश्य भेज दी जाए।

हस्ता/-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

आयुक्त एवं सचिव, हरियाणा सरकार,
विकास तथा पंचायत विभाग।

अशा: क्रमांक 22/3/81-3 जी.एस. III

दिनांक 2-2-1981.

पृ० क्रमांक 22/3/81-3 जी.एस. III

दिनांक

एक प्रति, संलग्नक की प्रति सहित, हरियाणा सरकार के सभी निगमों/बोर्डों इत्यादि के प्रबंधक निदेशकों तथा विश्वविद्यालयों के रजिस्ट्रारों को अवश्य कार्यवाही के लिए भेजी जाती है। कृपया अपेक्षित त्रैमासिक रिपोर्ट हर त्रैमाही की समाप्ति पर अपने प्रशासकीय विभाग को बिना विलम्ब भेजी जाया करें।

हस्ता/-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

Name of the Board/

Statement showing the position regarding reservation of Posts for

Class of post, (Class I, II, III & IV)	Number of employees Categorywise at the beginning of the Quarter.					
	Scheduled Castes	Back- ward Classes	Ex-ser- vicemen	Physically handi- capped	General category	Total
	(a)	(b)	(c)	(d)	(e)	(f)
1	2					
Class I						
Class II						
Class III						
Class IV						

Note :- The post/vacancies held or filled by the dependents of ex-servicemen should be indicated in the Remarks Column but included under column 2(c) and column 4 (c)

Corporations etc _____

persons of reserved categories for the quarter ending _____

Total number of posts/ vacancies which occurred during the quarter under report	Number of posts/ vacancies filled during the quarter under report by persons of each category			Remarks		
	S.C. B.C.		Ex-Service- men	Physically Handi- capped	Genl. Categories	Total
	(a)	(b)	(c)	(d)	(e)	(f)
—						
3			4			5

क्रमांक 22/54/80-3जी0एस0-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

- (1) हरियाणा सरकार के सभी विभागाध्यक्ष, आयुक्त अम्बाला तथा हिसार मण्डल, सभी उपायुक्त तथा उप मण्डल अधिकारी (सिविल)।
- (2) रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय।

दिनांक : चण्डीगढ़ 5-2-1981

विषय : अनुसूचित जातियों, पिछड़े वर्गों, भूतपूर्व सैनिकों तथा अपंग व्यक्तियों को सरकारी सेवा में आरक्षण प्रदान करना।

महोदय,

उपरोक्त विषय पर आपका ध्यान सरकार के परिपत्र क्रमांक 1996-2जी0एस0 I-76/8148, दिनांक 1-4-76 (जिसके अनुसार अनुसूचित जातियों, पिछड़े वर्ग तथा भूतपूर्व सैनिकों को आरक्षित पदों के विरुद्ध दी गई नौकरियों बारे सूचना त्रैमासिक रिपोर्ट के रूप में निदेशक, रोजगार विभाग को भेजनी अपेक्षित है) की ओर दिलाते हुए मुझे यह कहने का निर्देश हुआ है कि मामले पर सरकार द्वारा पुनः विचार किया गया है और अब यह निर्णय लिया है कि अनुसूचित जातियों एवं पिछड़े वर्ग कल्याण विभाग में स्थित "सैल" अन्य कार्यों के अतिरिक्त निम्नलिखित कार्य भी करेगा :-

(1) यह "सैल" सभी आरक्षित श्रेणियों (अर्थात् अनुसूचित जातियों/पिछड़े वर्ग/भूतपूर्व सैनिकों/अपंग व्यक्तियों) के द्वारा पदों को भरने बारे त्रैमासिक रिपोर्ट विभागों/पब्लिक अंडरटेकिंग्स आदि से मंगवाएगा।

(2) यह "सैल" भिन्न-2 विभागों/पब्लिक अंडरटेकिंग्स में आरक्षण सम्बन्धी नीति को कार्यान्वित देखने हेतु समय-समय पर निरीक्षणोंपरांत रिपोर्ट्स मुख्य सचिव, हरियाणा सरकार (जी0एस0-III) में तथा निदेशक, रोजगार विभाग को भेजेगा।

2. अतः आपसे अनुरोध किया जाता है कि उक्त त्रैमासिक रिपोर्ट निदेशक, रोजगार विभाग को भेजने की बजाए अब अनुसूचित जातियां व पिछड़े वर्ग कल्याण विभाग को प्रत्येक त्रैमाही के समाप्त होने के 10 दिन के भीतर भेजी जाया करें। उन द्वारा इस बारे "प्रोफार्मा" निर्धारित करके आपको सूचित कर दिया जाएगा। आपसे यह भी अनुरोध है कि आप सरकार के अनुदेशानुसार आरक्षण सम्बन्धी "रोस्टरज" तुरन्त तैयार करें और उक्त "सैल" द्वारा निरीक्षण के लिए मांगे जाने पर यह उन्हें प्रस्तुत कर दिया जाया करें। इसके अतिरिक्त जो सूचना भी उन्हें चाहिए वह भी तत्काल उन्हें उपलब्ध कराई जाया करें।

3. सरकार के परिपत्र क्रमांक 1996-2 जी0एस0 I-76/8148, दिनांक 1-4-76 में निहित अनुदेश रद्द किए जाते हैं।

हस्ता/-

अवर सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव हरियाणा सरकार।

एक प्रति सभी वित्तायुक्त/प्रशासकीय सचिव, हरियाणा को आवश्यक कार्यवाही हेतु भेजी जाती है। कृपया यह सुनिश्चित किया जाए कि उनके अधीन सभी विभाग/निगम/बोर्ड इत्यादि अपेक्षित सूचना उचित समय पर अनुसूचित जातियां व पिछड़े वर्ग कल्याण विभाग को अवश्य भेजा करें।

हस्ता/—

अवर सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव हरियाणा सरकार।

सेवा में

1. सभी वित्तायुक्त, हरियाणा सरकार।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

अंशा० क्रमांक 22/54/80-3 जी०एस०-III

दिनांक, चण्डीगढ़ 5-2-1981

एक प्रति आयुक्त एवं सचिव, हरियाणा सरकार, अनुसूचित जातियां एवं पिछड़े वर्ग कल्याण को उनके अशा० क्रमांक 2390 सी०एच०डब्ल्यू०-89, दिनांक 12-11-80 के संदर्भ में भेजी जाती है।

2. उनसे अनुरोध है कि पत्र में वर्णित कार्य "सैल" को तुरन्त सौंप दें। उनसे यह भी अनुरोध है कि एक समेकित त्रैमासिक रिपोर्ट प्रत्येक त्रैमाही के समाप्त होने के 15 दिन के अन्दर-अन्दर मुख्य सचिव, हरियाणा सरकार (जी०एस०-3 शाखा) को अवश्य भेजी जाया करे तथा इस रिपोर्ट की एक प्रति निदेशक, रोजगार विभाग को भी भेजी जाया करे। इसके लिए इस समय परिचालित "प्रोफार्मा" की प्रति भेजी जाती है। इसे उनकी आवश्यकता अनुसार संशोधित कर लिया जाए और सभी विभागों/निगमों आदि को सूचित कर दिया जाए।

हस्ता/—

अवर सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव हरियाणा सरकार।

सेवा में

आयुक्त एवं सचिव, हरियाणा सरकार,
अनुसूचित जातियां एवं पिछड़े वर्ग कल्याण,
हरियाणा, चण्डीगढ़।

अशा० क्रमांक 22/54/80-3 जी०एस० III

दिनांक, चण्डीगढ़ 5-2-1981।

पृ० क्रमांक 22/54/80-3 जी०एस० III

दिनांक, चण्डीगढ़ 5-2-1981।

एक प्रति हरियाणा राज्य के सभी निगमों/बोर्डज के प्रबन्धक निदेशकों/सचिवों को सूचना तथा आवश्यक कार्यवाही हेतु भेजी जाती है। उनसे अनुरोध है कि अपेक्षित सूचना अनुसूचित जातियां एवं पिछड़े वर्ग कल्याण विभाग को निर्धारित समय पर भेजी जाया करें।

हस्ता/—

अवर सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव हरियाणा सरकार।

(To be substituted, for the letter bearing the same No. & date)

No. 22/65-81-3GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala and Hisar Divisions, all Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar, Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 1st October, 1981.

Subject: Issue of No suitable Candidates Available Certificates—Filling of posts/vacancies by persons belonging to reserved categories.

I am directed to invite your attention to the subject noted above and to say that very often the posts/vacancies reserved for the members of Scheduled Castes, Backward Classes and, Ex-servicemen are not filled on the ground that suitable candidates belonging to these categories are not available. It will be noted that as a part of recruitment process a selecting authority has first to see whether the candidates are eligible for the post (s) i.e. to say whether they possess the requisite educational qualifications and experience prescribed if any. The question of suitability arises subsequently. Therefore while reporting about the non-availability of candidates for reserved posts vacancies, it should invariably be indicated whether eligible candidates were available or not and whether they were suitable or not for the post/vacancies which were to be filled by them. This is necessary to obviate criticism that eligible candidates for reserved posts are generally available but they are declared unsuitable for inadequate reasons.

2. The above instructions may kindly be brought to the notice of all the appointing/selecting authorities under your control.

Yours faithfully,

Sd/-

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

A copy is forwarded to: —

- (i) The Financial Commissioner, Revenue, Haryana, and
- (ii) All Administrative Secretaries to Government, for information & necessary action.

Sd/-
Under Secretary, General Administration,
for Chief Secretary to Government, Haryana.

To

- (i) The Financial Commissioner, Revenue, Haryana, and
- (ii) All Administrative Secretaries to Government, Haryana

U.O. No. 22/65/81/3GSIII

Dated Chandigarh, the 1st October, 1981

(To be substituted for the letter bearing same No. & date).

क्रमांक 22/21-81-3 जी०एस०-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में,

1. सभी विभागाध्यक्ष, आयुक्त अम्बाला तथा हिसार मण्डल, सभी उपायुक्त तथा उप-मण्डल अधिकारी, हरियाणा।
2. रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय तथा हरियाणा के सभी जिला तथा सत्र न्यायाधीश।

दिनांक, चण्डीगढ़ 10-6-1982

विषय : अनुसूचित जातियों, भूतपूर्व सैनिकों तथा पिछड़े वर्गों के उम्मीदवारों के लिए सेवाओं में आरक्षण।

महोदय,

मुझे निर्देश हुआ है कि मैं आपका ध्यान उपरोक्त विषय पर हरियाणा सरकार के परिपत्र क्रमांक 38/20/78-2जी०एस०-I, दिनांक 9-2-79 द्वारा जारी की गई हिदायतों की ओर दिलाऊँ और कहूँ कि सरकार ने इस विषय पर निर्णय लिया है कि identical time scale of pay के पद यदि स्थानान्तरण द्वारा भरे जायें तो उनमें आरक्षण की आवश्यकता नहीं परन्तु यदि Higher पद स्थानान्तरण द्वारा भरे जाएं तो वहाँ आरक्षण का लाभ दिया जाना चाहिए।

हस्ता/-

संयुक्त सचिव, हरियाणा सरकार,
कृते: मुख्य सचिव, हरियाणा सरकार।

एक-एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु भेजी जाती है:-

1. वित्तायुक्त राजस्व एवं सचिव, हरियाणा सरकार, राजस्व विभाग।
2. हरियाणा सरकार के सभी प्रशासकीय सचिव।

हस्ता/-

संयुक्त सचिव, हरियाणा सरकार,
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में,

1. वित्तायुक्त राजस्व एवं सचिव, हरियाणा सरकार, राजस्व विभाग।
2. हरियाणा सरकार के सभी प्रशासकीय सचिव।

अशा० क्रमांक 22/21/81-3 जी०एस०-III

दिनांक 10-6-1982

No. 22/41/82-3GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments,
Commissioners Ambala and Hissar Divisions,
All Deputy Commissioners in Haryana, and
2. The Registrar,
Punjab & Haryana High Court, Chandigarh

Dated Chandigarh, the 21st June, 1982.

Subject : Reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen under the services of Haryana State.

Sir,

I am directed to invite your attention to the Haryana Govt. letter No. 31/20/78-2GSI, dated 9th Feb. 1979 and No. 4/20/79-3GSIII, dated 8-5-80 on the above cited subject. It has been observed that the Government instruction regarding reservation are not being followed by some of the departments. It is, therefore, reiterated that the instructions issued by Govt. in the matter of reservations be meticulously followed.

- 2 Receipt of this communication may kindly be acknowledged.

Yours faithfully,

Sd/-

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

A copy each is forwarded to :—

- (i) The Financial Commissioner, Revenue Haryana ; and
- (ii) All Administrative Secretaries to Govt. Haryana, for information and necessary action.

Sd/-

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

To

- (i) The Financial Commissioner, Revenue Haryana.
- (ii) All Administrative Secretaries to Govt., Haryana.

U.O. No 22/41/82-3GSIII

dated Chandigarh, the 21st June, 1982

Subject : The recruitment policy of the Government in the reserved categories Review thereof Meeting on the 15th October, 1982 at 9-30 a.m. (Office room of the Chief Secretary, Haryana).

Will the Financial Commissioner Revenue and all the Administrative Secretaries to Government, Haryana, kindly refer to this department U.O. letter No. 22/89/82-3GSIII, dated the 22nd September, 1982 on the above cited subject?

2. In the meeting proposed to be held on 15-10-82 at 9.30 a.m. in the office room of Chief Secretary, the following items will be discussed:—

- (1) Shortfalls in the appointments to the posts in the reserved categories, SC/BC/Ex-servicemen and Handicapped persons; and
- (2) Timely submission of the required information relating to reservation in appointments to posts in the reserved categories, to the departments of Welfare of Scheduled Castes and Backward Classes in accordance with the State Government instructions contained in letter No. 22/54/80-3GSIII, dated 5-2-1981.

3. It is requested that information upto the end of August, 1982 as per overleaf enclosed proforma pertaining to item No. 1 above, should be sent to C.S. (in G.S. Branch-III) in quadruplicate in respect of all the departments under his control, in a consolidated form by the 8th October, 1982, positively.

Sd/-

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

To

The Financial Commissioner Revenue, and
All Administrative Secretaries (By name)
(with 8 spare copies).

U.O. No. 22/89/82-3GSIII

Dated Chandigarh, the 30-9-82.

PROFORMA

**Information regarding shortfalls in filling up the posts meant for Scheduled Castes/Backward Classes/Ex-servicemen/
Handicapped persons in various departments as on 31-8-1982**

Sr. No.	Name of Deptt.	Total Number posts				No. of posts filled in by S.C. candidates				Shortfalls%			
		Class I	Class II	Class III	Class IV	Class I	Class II	Class III	Class IV	Class I	Class II	Class III	Class IV
1	2	3	4	5	6	7	8	9	10	11	12	13	14
No. of posts filled in by B.C. candidates				Shortfalls%				No. of posts filled in by Ex-servicemen					
Class I	Class II	Class III	Class IV	Class I	Class II	Class III	Class IV	Class I	Class II	Class III	Class IV		
15	16	17	18	19	20	21	22	23	24	25	26		
Shrotfalls%				No. of posts filled in by Handicapped Persons				Shortfalls%				Remarks if any	
Class I	Class II	Class III	Class IV	Class I	Class II	Class III	Class IV	Class I	Class II	Class III	Class IV		
27	28	29	30	31	32	33	34	35	36	37	38	39	

IMMEDIATE**DATE BOUND**

Subject: Review of shortfall in appointments to the reserved categories quota posts.

Will all the Financial Commissioners and Administrative Secretaries to Govt., Haryana kindly refer to the subject noted above.

2. In the meeting of the Administrative Secretaries held on 22/10/82, it emphasized that shortfall in the appointment to the reserved quota posts should be made up in order to give due representation to the reserved categories personnel. The Committee desired that information regarding the shortfall in respect of all the reserved categories be collected from all the departments in suitably devised proformae so that the progress could be reviewed periodically. Accordingly he is also requested to send the information in the prescribed proformae 'A' & 'B' sent herewith.

3. The following Points may be kept in view while filling up the proformae:—

- (a) The information may be given about the sanctioned strength of the posts and the posts/vacancies held by each of the reserved categories of personnel and the shortfall in appointment of reserved quota posts may be worked out on the basis of posts/vacancies available on 9-2-1979 from which the new reservation policy contained in letter No. 38/20/78-2 GS-I, dated 9-2-79 and those occurring thereafter.
- (b) With introduction of new reservation policy with effect from 9-2-79 the previous instructions on the subject were superseded. According to the new policy a roster of 100 Posts both for direct recruitment and promotion has to be prepared *de novo* taking into account the vacancies existing on 9-2-79 and those occurring thereafter. The shortfall may therefore be worked out with reference to the new policy.
- (c) In accordance with the new policy dated 9-2-79 reservation in class I & II posts is only for direct recruitment and not for Promotion. As such only those posts be indicated in the proforma which are to be filled by direct recruitment.
- (d) The different percentages of reservation of posts for reserved category of personnel have been fixed from time to time. In this connection, it may be mentioned that the quota of reserved posts for Backward Classes has been raised from 5% to 10% and by reducing the quota for Ex-servicemen from 25% to 20% in Class III & IV posts vide instructions contained in letter No. 4/12/79-GS-III dated 18-9-79. Similarly three percent posts have been reserved for the Handicapped persons by reducing the reserved quota posts of Ex-servicemen from 20% to 17% in Class III & IV posts vide Haryana Govt. Instructions contained in letter No. 24/17/80-3GSIII dated 16-12-80. As such the shortfall may be indicated by taking into consideration the different percentages fixed by the Government from time to time.

4. It is requested that the information in the proforma 'A' may be supplied separately, in respect of each category of personnel belonging to Scheduled Castes, Backward Classes and Ex-servicemen.

5. As regards the Handicapped personnel, the information may be furnished in the proforma 'B'.
6. The requisite information in the prescribed proformae in respect of all the departments under his administrative control may be sent in a consolidated form, in duplicate, by the 6th Dec. 1982 positively.

Sd/-
Joint Secretary, General Administration,
for Chief Secretary to Government Haryana.

To

All the Financial Commissioners and
Administrative Secretaries to Government,
Haryana.

U.O. No. 22/115/82-3GS-III

dated, Chandigarh, the 29th Nov., 1982.

REPRESENTATION OF _____

NAME OF THE DEPARTMENT _____

36

1	2	3	4				
Category of posts	Sanctioned Strength	No. of posts filled by_____	Position regarding posts to be filled by_____as per new roster prepared/being maintained in accordance with the new policy.				
			(i)	(ii)	(iii)	(iv)	(v)
			No. of carried over posts/ vacancies available on 9.2.79	No. of posts/ vacancies created/ occurred between 9.2.79 and 30.9.82	Total (i+ii)	No. of posts/ vacancies filled by_____	Shortfall & percent-age.

Note :- (I) The number of reserved posts should be indicated as per different percentages fixed by the Govt. with the issue of instructions, contained in letter No. 38/20/78-2GS.I, dated 9.2.79, letter No. 4/12/79-GSIII, dated 18.9.79, and No. 24/17/80-3GSIII, dated 16.12.1980.

Note:- (II) Since no reservation is made in the promotion quota in respect of Class I & Class II-posts, reservation in these posts should be indicated against the posts to be filled by direct recruitment.

REPRESENTATION OF HANDICAPPED PERSONS

NAME OF THE DEPARTMENT

1	2	3	4	5
Total No. of posts/ vacancies available on 16.12.80	No. of posts/ vacancies occurred subsequently	Total of column 1 and 2	No. of posts/ vacancies req- uired to be filled in by the Handicapped at the rate of 3%	No. of posts/ vacancies filled by handicapped. Shortfall, if any in their appointment and and its percentage.

IMMEDIATE**DATE BOUND**

Subject: Reveiw of the representation of the Scheduled Castes and other reserved categories. In services in various departments of Haryana—Meeting held on 6.1.83 at 10.00 a.m.

Will all the Financial Commissioners and Administrative Secretaries to Govt., Haryana kindly refer to the U.O. No. 22/115/ 82-3GSIII dated the 5th Jan., 1983 on the above cited subject?

2. During the discussions in the- afore-mentioned meeting it was observed that the proformae circulated to the Administrative Secretaries were not clear with the result that the different departments had sent varying information/figures to their respective Administrative Secretaries. Accordingly amendments in the proformae were suggested. In the light of these suggestions, revised proformae have been devised and are enclosed.

3. It is requested that information in the enclosed proformae A, B, C, and D be sent to this office in respect of all the departments under there control. While working out the number of posts, in column 6 of proforma B & C, different percentages of reservation of posts, as fixed by the Govt. from time to time, may be kept in view. In this connection, it is pointed out that the quota of reserved posts for Backward Classes has been raised from 5% to 10% and that for Ex-servicemen reduced from 25% to 20% in class III & IV posts vide instructions contained in letter No. 4/12/ 79- GSIII, dated 18.9.79. Similarly, 3% posts have been reserved for the handicapped by reducing the reserved quota posts of Ex-servicemen from 20% to 17% in class III & IV posts vide Haryana Govt. instructions contained in letter No. 24/17/80- 3GSIII, dated 16.12.80.

4. It may kindly be ensured that complete information in these proformae, in duplicate, is sent to this office by 20.1.1983 positively.

5. It is also intimated that the Chief Secretary has called a meeting of all the Administrative Secretaries on 27.1.83 at 10.00 A.M. in his office room to review the position in the above quoted proformae A, B, C & D. All the Financial Commissioners & Administrative Secretaries are also requested to attend the said meeting.

Sd/-

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

To

All the Financial Commissioners &
Administrative Secretaries to Govt., Haryana

U.O. No. 22/115/82-3GSIII

Dated Chandigarh, the 7th Jan., 1983.

No. 22/115/82-3GSIII

Dated Chandigarh, the 7th Jan., 1983.

A copy, alongwith a copy of each proformae mentioned above, is forwarded to:—

1. All Heads of Departments in Haryana.

2. Commissioners of Ambala & Hisar Divisions, and
3. Registrar, Punjab & Haryana High Court, Chandigarh, for information and necessary action. They are requested to send the information, in prescribed proformae, in triplicate, to their Administrative Secretaries by 14.1.83 positively.

Sd/-
Joint Secretary General Administration,
for Chief Secretary to Government, Haryana.

No. 22/115/82-3GSIII

Dated Chandigarh the 7th Jan., 1983.

A copy is forwarded to the Secretary, Rajya Sainik Board, Haryana, Chandigarh for information and necessary action.

2. He is requested to attend the above quoted meeting on 27.1.83 at 10-00 A.M. in Chief Secretary's office

Sd/-
Joint Secretary General Administration,
for Chief Secretary to Government, Haryana.

For quarter ending 30-9-82

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PROFORMA 'A'

REPRESENTATION OF SCHEDULED CASTES

Category of posts	Total sanctioned strength at the end of quarter	No. of posts filled by S.C. at the end of quarter	No. of posts on 9.2.79 required to be filled by S.C. in accordance with instructions 9.2.79	Total number of posts created/ fallen vacant between 9.2.79 & end of quarter.	Number of posts meant for S.C. out of posts in col. 5	Total number of posts reserved for S.C. as on 30.9.82 (4+6)	Shortfall (Col. 7 minus col. 3)
1	2	3	4	5	6	7	8
Class-I							
Class-II							
Class-II							
Class-IV							

For quarter ending 30-9-82

PROFORMA 'B'

REPRESENTATION OF BACKWARD CLASSES

Category of posts	Total sanctioned strength at the end of quarter	No. of posts filled by B.C. at the end of quarter	No. of posts on 9.2.79 required to be filled by B.C. in accordance with instructions dated 9.2.79	Total number of posts created/ fallen vacant between 9.2.79 & end of quarter.	Number of posts meant for B.C. out of posts in col. 5	Total number of posts reserved for B.C. as on 30.9.82 (4+6)	Shortfall (Col. 7 minus Col. 3)
1	2	3	4	5	6	7	8
Class-I							
Class-II							
Class-II							
Class-IV							

For quarter ending 30-9-82

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PROFORMA 'C'

REPRESENTATION OF EX-SERVICEMEN

Category of posts	Total sanctioned strength at the end of quarter	No. of posts filled by E.S.M. at the end of quarter	No. of posts on 9.2.79 required to be filled by E.S.M. in accordance with instructions dated 9.2.79	Total number of posts created/ fallen vacant between 9.2.79 & end of quarter.	Number of posts meant for E.S.M. out of posts in col. 5	Total number of posts reserved for E.S.M. as on 30.9.82 (4+6)	Shortfall (Col. 7) minus (col. 3)
1	2	3	4	5	6	7	8
Class-I							
Class-II							
Class-II							
Class-IV							

For quarter ending 30-9-82

PROFORMA 'D'

REPRESENTATION OF HANDICAPPED

Category of posts	Total sanctioned strength at the end of quarter	No. of posts filled by handicapped at the end of quarter	No. of posts on 16-12-80 required to be filled by handicapped in accordance with the instructions* dated 16-12-80	Total number of posts created/ fallen vacant between 16-12-80 & 30-9-82	Number of posts means for handicapped out of posts in col. 5	Total number of posts reserved for handicapped as on 30.9.82 (4+6)	Shortfall (Col. 7) minus (col. 3)
1	2	3	4	5	6	7	8
Class-I							
Class-II							
Class-II							
Class-IV							

* Issued vide letter No. 24/17/80-3GS-III, dated 16-12-80.

MOST IMMEDIATE**DATE BOUND**

Subject : Review of the representation of the Scheduled Castes and other reserved categories in services in various departments of Haryana-Meeting held on 27-1-1983 at 10-00 A.M.

Will all the Financial Commissioners and Administrative Secretaries to Government Haryana kindly refer to this department U.O. No. 22/6/83 dated 8-2-1983 on the above cited subject?

2. While reviewing the position with regard to shortfall in the appointments to the reserved categories posts for Scheduled Castes/Backward classes/Ex-servicemen/Handicapped persons the proformae circulated were discussed and as a result, new proformae has been devised. The revised proformae, A, B, C and D are now enclosed.

3. It may kindly be ensured that complete information in these proformae, in triplicate, is sent to this office by 23-2-83 positively. The entire responsibility for not sending the information by this date will be of the Administrative department concerned.

4. It is also intimated that the Chief Secretary has called a meeting of all the Administrative Secretaries on 28-2-83 at 10.00 A.M. in his office room to review the position regarding the representation of reserved categories in the services. All concerned may kindly participate in the said meeting.

Sd/-

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

To

All Financial Commissioners and Administrative
Secretaries to Government, Haryana.

U.O. No. 22/6/83-3 GSIII

Dated Chandigarh, the 16th Feb., 1983

Endst. No. 22/6/83-3GSIII

Dated Chandigarh, the 16th Feb., 1983

A copy alongwith a copy of proformae A, B, C & D is forwarded to :—

1. All Heads of Departments;
2. All Commissioners in Haryana; and
3. The Registrar Punjab and Haryana High Court, Chandigarh.

for information and necessary action with reference to the department endst. No. 22/6/83-3GSIII, dated 8-2-1983. They are requested to send the information in the prescribed proformae in quaduplicate

to their Administrative Secretaries by 21-2-83 positively.

Sd/-
Joint Secretary General Administration,
for Chief Secretary to Government, Haryana.

Endst. No. 22/6/83-3GSIII

Dated Chandigarh, the 16-2-1983.

A copy alongwith a copy of the proforma A, B, C & D is forwarded to the Secretary, Haryana Rajya Sainik Board, Chandigarh for information and necessary action. He is requested to attend the above quoted meeting.

Sd/-
Joint Secretary General Administration,
for Chief Secretary to Government, Haryana.

PROFORMA 'A'**REPRESENTATION OF SCHEDULED CASTES FOR THE****Name of Department :—**

Cat. of Posts	Total strength at the end of quarter		Cadre strength on 9-2-79	No. of posts meant for SC as on 9-2-79	No. of posts actually filled up by SC out of posts in col 4.	Short fall (col 4-5)
	Sanctioned a	Filled b				
1	2	3	4	5	6	
Class-I						
(i) Direct appointment						
(ii) By promotion						
Class-II						
(i) Direct appointment						
(ii) By promotion						
Class-III						
(i) Direct appointment						
(ii) By promotion						
Class-IV						
(i) Direct appointment						
(ii) By promotion						

QUARTER ENDING 30-9-82

No. of posts created/ falling vacant and filled up between 9-2-79 & 30-9-82	No. of posts ment for SC/ out of posts in col. 7	No. of posts actually filled up by out of posts in col. 8	Shortfall between 9-2-79 30-9-82 (col. 8-9)	Position at the end of quarter 30-9-82	Remarks (reasons for short-fall).
				Total No. of Sch. Castes Employees a	Overall short-fall (col. 6+10) b
7	8	9	10	11	12

PROFORMA 'B'**REPRESENTATION OF BACKWARD CLASSES FOR THE****Name of Department :—**

Cat. of Posts	Total strength at the end of quarter		Cadre strength on 9-2-79	No. of posts meant for BC as on 9-2-79	No. of posts actually filled up by BC out of posts in col 4.	Short fall (col 4-5)
	Sanctioned a	Filled b				
1	2	3	4	5	6	

Class-I

- (i) Direct appointment
- (ii) By promotion

Class-II

- (i) Direct appointment
- (ii) By promotion

Class-III

- (i) Direct appointment
- (ii) By promotion

Class-IV

- (i) Direct appointment
- (ii) By promotion

QUARTER ENDING 30-9-82

No. of posts created/ falling vacant and filled up between 9-2-79 & 30-9-82	No. of posts ment for BC/ out of posts in col. 7	No. of posts actually filled up by BC out of posts in col. 8	Shortfall between 9-2-79 30-9-82 (col. 8-9)	Position at the end of quarter 30-9-82		Remarks (reasons for short fall.
				Total No. of Empl- yees a	Overall shortfall (col. 6+10) b	
7	8	9	10	11	12	

PROFORMA 'C'**REPRESENTATION OF EX-SERVICEMEN FOR THE****Name of Department :—**

Category of posts	Total strength at the end of quarter		Cadre strength on 9-2-79	No. of posts meant for ES as on 9-2-79	No. of posts actually filled up by ES out of posts in col 4.	Short fall (col 4-5)
	Sanctioned a	Filled b				
1	2	3	4	5	6	

Class-I

- (i) Direct appointment
- (ii) By promotion

Class-II

- (i) Direct appointment
- (ii) By promotion

Class-III

- (i) Direct appointment
- (ii) By promotion

Class-IV

- (i) Direct appointment
- (ii) By promotion

QUARTER ENDING 30-9-82

No. of posts created/ falling vacant and filled up between 9-2-79 & 30-9-82	No. of posts ment for ES out of posts in col. 7	No. of posts actually filled up by ES out of posts in col. 8	Shortfall between 9-2-79 & 30-9-82 (col. 8-9)	Position at the end of quarter 30-9-82	Remarks (reasons for shortfall).
				Total No. of ES Employees a	Overall fall shortfall (col. 6+10) b
7	8	9	10	11	12

PROFORMA 'D'**REPRESENTATION OF PHYSICALLY HANDICAPPED****Name of Department :—**

Category of posts	Total strength at the end of quarter		No. of posts created/falling vacant and filled up between 16-12-80 & 30-9-82
	Sanctioned a	Filled b	
1	2	3	

Class-I

- (i) Direct appointment
- (ii) By promotion

Class-II

- (i) Direct appointment
- (ii) By promotion

Class-III

- (i) Direct appointment
- (ii) By promotion

Class-IV

- (i) Direct appointment
- (ii) By promotion

FOR THE QUARTER ENDING 30-9-82

No. of posts meant for PH out of posts in col. 3.	No. of posts actually filled up by PH out of posts in col. 4.	Shortfall between 16-12-80 & 30-9-82 (Col. 4-5)	Remarks (Reasons for shortfall).
4	5	6	7

No. 22/55/81 -3GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners Hissar & Ambala Divisions and all Deputy Commissioners and S.D.Os. (Civil), in. Haryana ; and
2. The Registrar, Punjab & Haryana High Court and All District & Sessions Judges, in Haryana.

Dated, Chandigarh, the 15th March, 1983.

Subject :— **Relaxation of experience conditions for members of Scheduled Castes, Backward Classes, Ex-servicemen & Handicapped Candidates.**

Sir,

I am directed to address you to the subject noted above and to say that it has been noted that the number of Scheduled Castes, Backward Classes, Ex-service men and Handicapped employees in various cadres, is below the prescribed percentage. The matter has accordingly been examined and it has been decided that provision should be made to the effect that, where some period of experience is prescribed as an essential qualification for direct recruitment to a post, and sufficient number of persons with the prescribed experience are not available from Scheduled Castes, Backward Classes, Ex-servicemen and Handicapped, the experience, qualification shall be relaxable to the extent of 50% provided that such relaxation in each individual case is not inconsistent with efficiency on the Govt. of India pattern. The Government of India have made the following provisions under the essential qualification in the Recruitment Rules :—

- (a) where the post is filled by direct recruitment through the U.P.S.C., the provision to be inserted will be :—

“The qualification regarding experience is relaxable at the discretion of the U.P.S.C. in the case of candidates belonging to the. Scheduled Castes and Scheduled Tribes if at any stage of selection, the U.P. S.C. is of the opinion. that sufficient number of candidates from these communities possessing the requisite experience are not-likely to be available to fill up the vacancies reserved for them”.

- (b) where the post is filled by direct recruitment otherwise than through the U.P.S.C. the provision to be inserted will be :—

“The qualification regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes, if at any stage of selection, the sufficient numbers of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.”

It has further been provided that:

“The appointing authority shall record the reasons for relaxing the qualifications regarding experience in writing while doing so.”

In Haryana, the relaxation will thus be made by H.P.S.C./ Subordinate Services Selection Board in case of vacancies to be filled through them, and by the competent authority in other cases.

2. It has, therefore, been decided that all the departments should review the relevant Service Rules of all cadres and make suitable provisions/amendments wherever necessary in the respective service rules on the lines specified in the preceding paragraph in accordance with the instructions contained in Haryana Government letter No. 1334-2GSIII-71/12367, dated 27.5.71.

3. Whenever any vacancies reserved for Scheduled Castes, Scheduled Tribes, Backward Classes, Ex-servicemen and Physically Handicapped are advertised or intimated to the Employment Exchange, it should be specifically mentioned in the advertisement/requisition that the period of experience prescribed is relaxable at the discretion of the Haryana Public Service Commission/ Subordinate Services Selection Board or the competent authority, as the case may be, in the case of Scheduled Castes, Scheduled Tribes, Backward Classes, Ex-servicemen and Physically Handicapped candidates as provided in the Recruitment Rule. This is intended to ensure that the aspirants who may fall slightly, short of the requisite experience come know about the possibility of relaxation in experience in their favour.

4. These instructions should be complied with without any delay and the receipt of this communication may please be acknowledged.

Your faithfully,

Sd/-

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

Copy of letter No. 22/40/83-GSIII dated 9th September, 1983 from the Chief Secretary to Govt. Haryana to all the Heads of Deptt. Commissioners Ambala & Hisar Division, All Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana. The Registrar, Punjab and Haryana High Court and all District & Session Judges in Haryana.

Subject :— Reservation of work-charge posts for the Schedule Castes, Backward Classes, Ex-Serviceman and Physically handicapped.

Sir,

I am directed to state that the question whether the benefit of reservation should be given to the reserved categories of persons in respect of work-charged posts also, has been engaging the attention of the State Govt. for some time past. It has now been decided that the work-charged posts should also be reserved for these persons as under :—

- | | | |
|-----|---|---------------------------|
| (a) | For Scheduled Castes | 20% |
| (b) | For Backward Classes | 10% |
| (c) | For Ex-servicemen | 17% |
| (d) | For physically handicapped i.e. blind, the deaf & the Orthopadically handicapped. | 3% (1% for each category) |

The other instructions issued vide circular letter No. 24/17/80-3 GSIII dated 16-12-80 will also apply to the reservation of work-charged posts.

2. These instructions may please be brought to the notice all concerned for compliance.

WELFARE DEPARTMENT, HARYANA

Endst. No. BC/SA/83/

Dated Chandigarh, the

A copy is forwarded to the following for information and necessary action.

1. All the District Welfare Officer, in Haryana State.
2. Principal, Pre-Examination Training Centre, Ambala, Rohtak and Bhiwani.

Sd/-
Statistical Officer,
for Director, Welfare of Sch. Castes
and Backward Classes Department,
Haryana Chandigarh.

No. 22/86/82-3GSIII

From

The Chief Secretary to Government,
Haryana.

To

1. All Heads of Departments in Haryana,
Commissioners Ambala & Hissar Divisions,
All Deputy Commissioners and Sub-Divisional
Officers (Civil) in Haryana.
2. The Registrar, Punjab & Haryana. High
Court, Chandigarh and All District &
Sessions Judges in Haryana.

Dated, Chandigarh, the 23rd November, 1983.

Subject :—Reservation of posts for Scheduled Castes, Backward Classes, Ex-Servicemen and Physically handicapped persons.

Sir,

I am directed to state that in Haryana Govt. letter No.22/ 54/80-3.GSIII, dated 5.2.1981, it was intimated that the work of watching the progress of implementation of the policy of Government regarding reservation of posts for Scheduled Castes, Backward Classes, Ex-Servicemen and physically handicapped persons, shad been entrusted to the Welfare of Scheduled Castes and Backward Classes Department and it was requested that the quarterly progress reports regarding representation of reserved category personnel in services should be sent to that Department. Since then the position regarding representation of reserved category personnel in Govt. services has been reviewed by the Chief Secretary himself in a number of meetings of the Administrative Secretaries and the performae in which various Departments are required to send the information about the aforementioned representation were also devised. The Departments have since been sending this information in the prescribed proformae quarterly to Chief Secretary (in General Services-III Branch).

2. It has now been decided that this information in the prescribed proformae would henceforth be obtained every quarter on behalf of the Chief Secretary by the Department of Welfare of Scheduled Castes and Backward Classes. This information would then be tabulated and processed by the Implementation Cell functioning in that Department and then put before the Commissioner and Secretary to Government, Haryana Welfare of Scheduled Castes and Backward Classes Department. The latter would hold quarterly meeting to review the position regarding representation of personnel of each reserved category. Further, in view of the importance of the matter, two such quarterly meetings would he presided over by the Chief Secretary to Government, Haryana.

3. I am to request that in order to enable the Welfare of Scheduled Castes and Backward Classes Department to arrange the quarterly meetings regularly, it may be ensured that the aforementioned quarterly reports are sent to that Department in time.

Yours faithfully,

Sd/-

Under Secretary General Admn.,
for Chief Secretary to Government, Haryana.

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Government, Haryana with reference to this Department U.O. No. 22/54/80-3GSIII, dated 5.2.1981, for information and necessary action.

Sd/-

Under Secretary General Admn.,
for Chief Secretary to Government, Haryana.

To

All the Financial Commissioners & Administrative
Secretaries to Government, Haryana.

U.O. No.22/86/82-3GSIII,

dated, Chandigarh, the 23rd Nov., 1983.

Endst. No.22/86/82-3GSIII

dated, Chandigarh, the 23rd Nov., 1983.

A copy each is forwarded to all Corporations/Boards with reference to Haryana Government Endst. No.22/54/80-3GSIII, dated 5.2.1981, for information & necessary action.

Sd/-

Under Secretary General Admn.,
for Chief Secretary to Government, Haryana.

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 enclosure 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 Admn.,
for Chief Secretary to Government, 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 Admn.,
for Chief Secretary to Government, 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 Admn.,
for Chief Secretary to Government, 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 :—

- | | | |
|----|---------------------|--|
| 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 shortfall in the appointments to the reserved categories quota posts for Scheduled Castes, Backward Classes, Ex-Servicemen and Physically handicaped persons was reviewed.

3. It was decided that wherever there are shortfalls 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 that 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 cader 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.

Subject :—Reservation for members of Scheduled Castes etc. in the services under the Public Sector Undertakings/Autonomous Bodies etc.

Will all the Financial Commissioners and Administrative Secretaries to Government, Haryana, kindly refer to this department U.O. No. 22/58/81-3GSIII, dated the 14th October, 1981 on the above cited subject ?

2. It was reiterated that the policy of the State Government in regard to reservation for various categories of persons for employment in various Public Undertakings/Autonomous Bodies should be meticulously implemented vide communication referred to above. But it has been found that these instructions are not being followed, and adequate representation to the Scheduled Castes and other reserved categories of personnel has not been given in the services of the various Boards Corporations etc. As such it is requested that it should be ensured that these Instructions are followed in letter & spirit in all Public Undertakings/Autonomous Bodies etc. under their administrative control.

3 The Administrative Secretaries are also requested to review the representation of Scheduled castes and other reserved categories personnel in the Boards, Corporations and other Autonomous Bodies under their control at their own level as already conveyed vide this department U.O. No. 22/6/83-3GSIII, dated 2-3-83. This review may be made quarterly, and, a copy of the quarterly review undertaken may also be forwarded to this department. A copy of the Review of shortfalls of Class III & IV posts for the quarter ending 30-6-82 made by this Department is also enclosed, for perusal.

Sd/-

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

To

All Financial Commissioners & Administrative
Secretaries to Government, Haryana.

U.O. No. 22/36/83-3 GSIII,

dated Chandigarh, the 20th May, 1983

No. 22/36/83-3 GSIII,

dated Chandigarh, the 20th May, 1983.

A copy is forwarded to :—

- (1) All Corporations, Boards, Co-operative Bodies/Public Undertakings in Haryana.
- (2) All Zila Parishads, Local Bodies like Municipal Committees, Tehsil Samities, in Haryana.

For information and necessary action.

Sd/-

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

MOST IMMEDIATE**DATE BOUND**

Subject : Review of Shortfalls in reserved categories Collection of information pertaining to the quarter ending 31-3-1983.

Will all the Financial Commissioners and Administrative- Secretaries to Govt., Haryana, kindly refer to this Department U.O. No. 22/6/83-33GSIII, dated 2-3-83 on this subject?

2. In order to review the shortfalls in appointments to the reserved categories of posts upto the quarter ending 31-3-1983, it is requested that the information, may please be supplied in the enclosed proforma A, B, C & D in triplicate, by 20-6-1983 positively failing which the entire responsibility for its non-supply will be with the department concerned.

Sd/-

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

To

All Financial Commissioners and
Administrative Secretaries to Govt., Haryana

U.O. No. 22/6/83-3GSIII

Dated Chandigath, the 2nd/6th June, 1983.

No. 22/6/83-3 GSIII

Dated Chandigarh, the 2nd/6th June, 1983.

A copy alongwith a copy of revised proforma, A, B, C & D is forwarded to:—

1. All Heads of Departments;
2. All Commissioners & Deputy Commissioners in Haryana;. and
3. Registrar, Punjab & Haryana High Court, Chandigarh.

with reference to this department letter No. 22/6/83-3 GSIII. dated 2-3-1983 for information & necessary action.

It is requested that the requisite information complete in all respects be sent to his concerned Adminisstrative Secretary in quaduplicate by the 18th June, 1983 without fail.

Sd/-

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

No. 22/6/83-3 GS-III

Dated Chandigarh, the 2nd/6th June, 1983.

A copy is forwarded to the Secretary, Rajya Sainik Board, Haryana, Panchkula with reference to this department letter No. 22/6/83-3GSIII, dated 2-3-83 for information and necessary action.

Sd/-

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

PROMFORMA A

REPRESENTATION OF SCHEDULED CASTES FOR THE QUARTER ENDING 31-3-83

Name of Department :-

Cat. of posts.	Total strength at the end of quarter		Cadre stren- gth on 9-2-79	No. of posts meant for SC as on 9-2-79	No. of posts actually filled up by SC, out of posts in Col. 4.	Short fall (col. 4-5)	No. of posts created/ falling vacant and filled up be- tween 9-2-79 & 31-3-83	No. of posts meant for SC/ out of posts in col.7	No. of posts actually filled up by out of posts in col. 8	Short- fall between 9-2-79 & 31-3-83	Position at the end of quarter 31-3-83	Remarks (reasons for short- fall)
	Sanct- ioned a	Filled b									Total No. of Sch. Castes Emple- yees a	over all short- fall (co. 6+10) b
1	2		3	4	5	6	7	8	9	10	11	12
Class—I												
(i) Direct appointment												
(ii) By promotion												
Class—II												
(i) Direct appointment												
(ii) By promotion												
Class—III												
(i) Direct appointment												
(ii) By promotion												
Class—IV												
(i) Direct appointment												
(ii) By promotion.												
Total :												

Signature of the Officer
concerned.

PROMFORMA B

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REPRESENTATION OF BACKWARD CLASSES FOR THE QUARTER ENDING 31-3-83

Name of the Department :

Cat. of posts.	Total strength at the end of quarter	Cadre strength on 9-2-79	No. of posts meant for BC as on 9-2-79	No. of posts actually filled up by BC out of posts in col. 4.	Short fall (col. 4-5)	No. of posts created/ falling vacant and filled up between 9-2-79 & 31-3-1983	No. of posts meant for BC out of posts in col. 7	No. of posts actually filled up by BC out of posts in col. 8	Short-fall between 9-2-79 & 31-3-83 (col. 8-9)	Position at the end of quarter 31-3-83	Remarks (reasons for short-fall)
1	2	3	4	5	6	7	8	9	10	11	12
Class—I											
(i) Direct appointment											
(ii) By promotion											
Class—II											
(i) Direct appointment											
(ii) By promotion											
Class—III											
(i) Direct appointment											
(ii) By promotion											
Class—IV											
(i) Direct appointment											
(ii) By promotion											
Total :											

Signature of the Officer concerned

PROMFORMA C

REPRESENTATION OF EX-SERVICEMEN FOR THE QUARTER ENDING 31-3-83

Name of the Department :-

Cat. of posts.	Total strength at the end of quarter		Cadre stren- gth on 9-2-79	No. of posts meant for Es as on 9-2-79	No. of posts actually filled up by Es out of posts in col. 4.	Short fall (col. 4-5)	No. of posts created/ falling vacant and filled up between 9-2-79 & 31-3-83	No. of posts meant for Es out of posts in col. 7	No. of posts actually filled up by Es out of posts in col. 8	Short- fall between 9-2-79 & 31-3-83 (col. 8-9)	Position at the end of quarter Total No. of Es Emp- loyees A	Remarks (reasons for short- fall) over all short fall 6+10) B
1	2	3	4	5	6	7	8	9	10	11	12	
Class—I												
(i) Direct appointment												
(ii) By promotion												
Class—II												
(i) Direct appointment												
(ii) By promotion												
Class—III												
(i) Direct appointment												
(ii) By promotion												
Class—IV												
(i) Direct appointment												
(ii) By promotion												
Total :												

Signature of the Officer concerned

PROMFORMA D

99

REPRESENTATION OF PHYSICALLY HANDICAPPED FOR THE QUARTER ENDING 31-3-83

Name of the Department :-

Cat. of posts.	Total strength at the end of quarter		No. of posts created/falling vacant and filled up between 16-12-80 & 31-3-83.	No. of posts meant for PH out of posts in col.3.	No.of posts actually filled up by PH out of posts col. 4.	Short between 16-12-80 &31-3-83. col. 4-5)	Remarks (Reasons for short- fall.)
	Sanct- ioned a	Filled b					
1	2	3	4	5	6	7	

Class—I

(i) Direct appointment

(ii) By promotion

Class—II

(i) Direct appointment

(ii) By promotion

Class—III

(i) Direct appointment

(ii) By promotion

Class—IV

(i) Direct appointment

(ii) By promotion

Total :

Signature of the Officer concerned

No. 22/4/84-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners Hissar & Ambala Divisions and all Deputy Commissioners and S.D.Os. (Civil), in Haryana ; and
2. The Registrar, Punjab & Haryana High Court and All District & Sessions Judges, in Haryana.

Dated, Chandigarh, the 8th March, 1984

Subject :— **Relaxation of experience conditions for members of Scheduled Castes, Backward Classes, Ex-servicemen and Handicapped candidates.**

Sir,

I am directed to invite your attention to Haryana Govt. circular letter No. 22/55/81-3GS-III, dated 15.3-1983, on the subject noted above, and to say that a question had arisen whether the instructions contained where in can be enforced without amending the Service Rules. The matter has been examined in consultation with the Law Department and they have advised in this behalf as below :—

“Answer to the query posed is in the affirmative. Contemplated relaxation in experience can be granted to members of scheduled castes, scheduled tribes, backward classes, ex-servicemen and physically handicapped (contra-distinguished from individuals belonging to these categories) by the Administrative Department on the recommendation of Selection Committee if it is certified by the Selection Committee aforesaid that sufficient number of candidates from these communities, possessing the requisite experience, are not likely to be available to fill up the vacancies reserved for them. The appointing authority shall then record reasons for contemplated relaxation and issue it in Writing.

Amendment in the Service Rules mentioned in para 2 of the instructions obtaining in letter No. 22/55/81- 3GS-II, dated 15-3-1983 can be made in due course even thereafter.

Relaxed qualifications regarding experience shall have to be set out in the advertisement for information of candidates applying for these posts before these are acted upon or availed of in cases of persons of these categories.”

2. The above advice of the Law Deptt. is brought to your notice for necessary action in future.

Yours faithfully,

Sd/-

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

A copy each is forwarded to all the Financial Commissioners and Administrative Secretaries to Government, Haryana, for information and necessary action in continuation of this Department U.O. No. 22/55/81-3GS-III, dated 15-3-83.

Sd/-

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

To

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

U.O. No. 22/4/84-3GS-III, dated Chandigarh, the 8th March, 1984.

No. 22/4/84-3GS-III, dated Chandigarh. the 8th March, 1984.

A copy is forwarded to all Managing Directors/Secretaries to all Boards, Corporations and Co-operative Institutions and Universities in Haryana, with reference to this Department Endst. No. 22/55/81-3GS-III, dated 15-3-83, for information and necessary action.

Sd/-

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

No. 22/67/83-3GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners Hisar Ambala Divisions, All Deputy Commissioners and S.D.Os. (Civil) in Haryana.
2. The Registrar, Punjab and Haryana High Court, Chandigarh and all District and Sessions Judges in Haryana.

Dated Chandigarh, the 23-10-84

Subject : Civil Writ Petition No. 4715-18/83-Shri Chander Pal Singh and others V/s Haryana State—in Hon'ble Supreme Court—Reservation of posts for the Scheduled Castes, Backward Classes, Ex-Servicemen and Handicapped Persons.

Sir,

I am directed to address you on the above cited subject and to say that some employees of the Haryana Civil Secretariat have challenged Haryana Government instructions issued vide letters No. 38/20/78-2GSI, dated 9-2-79. and No. 24/17/80-3GSIII, dated 16-12-1980 regarding reservation of posts for Scheduled Castes, Backward Classes, Ex-Servicemen and Physically Handicapped persons in the Supreme Court. The Hon'ble Court passed the following orders thereon :—

“Prayer for amendment and add additional grounds allowed. All promotions made will be subject to the result of these Writ Petitions.”

It is, therefore, requested that in future while deciding cases of promotions in which reservation of Scheduled Castes/Backward Classes is also to be considered, the order of promotion of members for reserved categories should be passed subject to the decision of the Supreme Court. These instructions may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

A copy is forwarded to All F.Cs., Commissioners and Administrative Secretaries, Haryana for information and necessary action.

Sd/-

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

To

All F.Cs., Commissioners and Administrative Secretaries, Haryana.

U.O. No. 22/67/83-3GSIII,

dated, Chandigarh, the 23rd Oct., 1984.

No. 22/46/85-3 GS III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments, Commissioners, Hisar and Ambala Divisions, All Deputy Commissioners, and Sub-Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 22nd August, 1985.

Subject :— Reservation of posts for Scheduled Castes, Backward Classes and Ex-Servicemen under the services of Haryana State-Clarifications relating to para 1(1) of the instructions dated 9-2-79.

Sir,

I am directed to invite your attention to the Haryana Govt. instructions issued vide letter No. 38/20/79-2GSI, dated 9-2-79 on the above subject and to say that the matter about the interpretation of para 1(1) of the instructions has been engaging the attention of the Government for quite some time. Para 1(1)(i) of the instructions provides for the quantum of reservation for Scheduled Castes, Backward Classes and Ex-servicemen in the services of the Haryana State. Para 1(1) (ii) provides for the roster to be prepared for filling up the posts reserved for these categories. It has further been stated “that the benefit of reservation will be given till such time the number of employees belonging to reserved categories in each cadre/grade does not come up to the prescribed percentage.”

2. It has been brought to the notice of the Govt. that in some cadres, prescribed percentage of the reserved categories has been reached at certain point of reservation. Clarification have been sought as to whether the roster would continue to be followed when the prescribed percentage of reserved categories has been reached. After careful examination of the matter it has been decided that roster will not be followed at the roster point where the prescribed percentage of reservation of that particular category has already been reached. That roster point of reservation will be extinguished. The roster shall, however, be revived as soon as the percentage of reservation falls belows the percentage. The roster will be revived at the next point of reservation and in case, if at the next point also, there is an excess in the reservation percentage, the revival of the roster will be postponed to the next point of reservation and so on.

3. These clarification should be brought to the notice of all concerned for compliance.

Yours faithfully,

Sd/-

Under Secretary, General Administration,
for Chief Secretary to Government, Haryana,

No. 22/43/86-3 GS III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments, Commissioners,
Ambala and Hisar Divisions, All Deputy Commissioners,
and Sub-Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 30th July, 1986.

Subject :— Reservation of posts for Scheduled Castes, Backward Classes and Ex-Servicemen in the service of Haryana Government.

Sir,

I am directed to invite your attention to para-2 of the Haryana Government letter No. 83/20/78-2 GSI, dated 9-2-79, on the above noted subject which Inter-alia provides that if the candidates of reserved categories are not available despite issue of two advertisements by the Haryana Public Service Commission/Subordinate Service Selection Board than these unfilled reserved posts shall be re-advertised for the third time and if suitable candidates belonging to the reserved categories are not available, the posts shall be filled up by candidates belonging to the General Category and to say that the matter has been further considered by the Government and it has been decided as follows :

“that if after two advertisements, the candidates belonging to Scheduled Castes are not available the posts will be re-advertised for the third time indicating that if candidates belonging to Scheduled Castes are not available, these posts will be filled up from among the Backward Classes candidates. Similarly if after two advertisements, the candidates belonging to Backward Classes are not available. the posts will be re-advertised for the third time indicating that if candidates belonging to Backward Classes are not available, these posts will be filled up from among Scheduled Castes candidates, If, however, the candidates belonging to the Scheduled Castes as well as Backward Clases are not available, the posts will be filled up from the candidates belonging to the General Category.”

2. The above decision be brought to the notice of all concerned working under you for strict compliance.
3. Receipt of this communication may kindly be acknowledged.

Yours faithfully,

Sd/-

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

प्रेषक

निदेशक, अनुसूचित जातियां एवं पिछड़े वर्ग कल्याण विभाग,
हरियाणा।

सेवा में,

सभी प्रबन्धक निदेशक,
निगम/बोर्ड हरियाणा राज्य में।

क्रमांक ई. सी.-1/987/30602-43

दिनांक : 18-11-87

विषय :- अनुसूचित जातियां/पिछड़े वर्ग/भूतपूर्व सैनिक तथा अपंग व्यक्तियों को आरक्षण प्रदान करने के बारे में रोस्टर रजिस्टर तैयार करना।

उपरोक्त विषय पर आपका ध्यान मुख्य सचिव, हरियाणा सरकार के पत्र क्रमांक 22/54/80-3 जी.एस.-III, दिनांक 5-2-83 (प्रति संलग्न) की ओर आकर्षित किया जाता है जिसके द्वारा उन्होंने सभी निगमों/बोर्डों को यह हिदायतें जारी की थी कि वह सरकार की आरक्षण नीति के अनुसार रोस्टर रजिस्टर तुरन्त तैयार करें और इस विभाग में स्थापित सैल द्वारा निरीक्षण किए जाने पर यह रजिस्टर एवं अपेक्षित कार्यवाई उन्हें प्रस्तुत करें। इस सम्बन्ध में विभिन्न निगमों/बोर्डों में या तो यह रोस्टर रजिस्टर अभी तक आरम्भ ही नहीं किए गए हैं और कुछ निगमों/बोर्डों में निर्धारित प्रोफार्मा अनुसार रोस्टर नहीं बनाए गए हैं। इस सम्बन्ध में आपको रोस्टर रजिस्टर तैयार करने के लिए प्रोफार्मा संलग्न करके अनुरोध किया जाता है कि मुख्य सचिव, हरियाणा सरकार के पत्र क्रमांक 38/20/78-2 जी. एस.-I दिनांक 9-2-79 तथा पत्र क्रमांक 24/17/80-3 जी.एस.-III, 16-12-80 द्वारा जारी की गई हिदायतों के अनुसार (प्रति संलग्न) रोस्टर रजिस्टर तैयार करें और इस विभाग की चैकिंग टीम द्वारा रजिस्टर मांगे जाने पर उन्हें प्रस्तुत करें।

2. इस सम्बन्ध में अनुरोध है कि अपने अधीनस्थ कार्यालयों को भी यह हिदायतें जारी करें कि वह भी निर्धारित प्रोफार्मा के अनुसार अपने रोस्टर तैयार करें जो इस विभाग द्वारा चैक किये जायेंगे।

हस्ता/-
निदेशक,
अनुसूचित जातियां एवं पिछड़े वर्ग
कल्याण विभाग, हरियाणा।

No. 22/2/87-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments in Haryana,
Commissioners Ambala and Hisar Divisions,
All Deputy Commissioners & Sub Divisional
Officers (Civil) in Haryana.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 11-8-88.

Subject :— Reservation of posts for Scheduled Castes, Backward Classes, Ex-Servicemen and Physically Handicapped in the service of Haryana State.

Sir,

I am directed to invite your attention to Haryana Govt. letter No. 38/20/78-2GS-I dt. 9-2-79 on the above subject wherein it has been provided in para 1(6) that the benefit of reservation is not to be made available where promotion is to be given on the basis of seniority-cum-fitness. This matter has been re-considered by Govt. and it has been felt that there is at present no justification for denying the benefit of reservation in cases where basis of promotion is seniority cum-fitness. It has therefore been decided to delete the para 1(6) of the insts. with immediate effect, so that the reserved category employees may get their due share in promotion irrespective of basis of promotion.

2. It is, however, stated that in a case in the Supreme Court with respect to insts. dt. 9-2-79, the Supreme Court has ordered that all promotions made will be subject to the result of the writ petitions. These orders of the Supreme Court have been conveyed to all Heads of Departments for compliance vide Govt. letter No. 22/67/83-3GS-III dt. 23-10-84. It has been decided that all promotions here-in-after made (after deletion of para 1(6)) will also be subject to the decision of the writ petitions in the Supreme Court.

3. These insts. may be brought to the notice of all concerned working under you for compliance.

Receipt of this communication may kindly be acknowledged.

Yours faithfully,

Sd/-

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

No. 22/31/89-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners,
Ambala & Hisar Divisions, All Deputy Commissioners &
Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 7th July, 1989.

Subject :— Reservation clearing of shortfall in the reserved vacancies.

Sir,

I am directed to invite your attention to the above noted subject and to say that it has come to the notice of Govt. that the representations of the members of reserved categories in the services is not upto the prescribed percentage and shortfall continues. Govt. have considered the matter and feel that strenuous efforts are required to be made to fill in the vacancies meant for reserved categories so that the back-log of the reserved vacancies is cleared. It has accordingly been decided that action as under be taken :—

(i) The departments shall work out the No. of reserved posts, which are vacant as on 30-6-89 in each category of services and requisition thereof shall be sent to HPSC/SSSB or any other recruitment agency, under the service rules within a period of one month. The HPSC/SSS Board or other recruitment agency shall advertise the vacancies immediately under the special recruitment drive and after completing all formalities would recommend candidates within three months.

(ii) The relaxation in ban on recruitment in respect of reserved posts is granted.

(iii) The vacancies meant for all reserved categories i.e. SC/BC, ESM and physically handicapped shall be filled in under this special drive recruitment.

2. You are requested to take necessary action accordingly and adhere to the schedule given above. Any default thereof will be seriously viewed.

Yours faithfully,

Sd/-

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

No. 22/36/90-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 24th January, 1991.

Subject :— **Reservation of posts for Scheduled Castes, Backward Classes, Ex-servicemen and Physically Handicapped persons under the services of Haryana State.**

Sir,

I am directed to invite your attention to Haryana Government letter No. 38/20/78-2GSI, dated 9-2-79 and No. 24/17/80-3GSIII, dated 16-12-80 on the above noted subject and to state that with a view to consolidate the reservation points given in various instructions in a block of 100 posts in Class III and IV in a cadre, Government after consideration have decided that in a block of 100 posts of Class III and IV in each cadre, the following posts will be reserved for persons belonging to the categories of Scheduled Caste, Backward Class, Ex-servicemen and Physically handicapped persons :—

- (a) **For persons belonging to Scheduled Castes**
(for direct recruitment and for promotion to Class III and Class IV posts on the basis of selection from a slab of 3 officials)
4-8-14-18-24-28-34-38-42-50-54-58-64-68-74-78-84-88-94 and 100.
 - (b) **For persons belonging to Backward Classes**
(for direct recruitment and for promotion to Class III and Class IV posts on the basis of selection from a slab of 3 officials)
10-16-22-32-46-56-70-76-86 and 96.
 - (c) **For Ex-servicemen**
(for direct recruitment to Class III and Class IV post)
2-6-12-20-30-36-40-44-48-60-62-66-72-80-90-94 and 98.
 - (d) **For Physically Handicapped persons**
(for direct recruitment to Class III and Class IV post)
26-52 and 82.
-

2. The instructions should be brought in the notice of all concerned working under you for strict compliance.
3. The receipt of this communication may be acknowledged.

Yours faithfully,

Sd/-

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

No. 22/36/90-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 24th January, 1991.

Subject :— **Reservation of posts for Scheduled Castes, Backward Classes, Ex-servicemen and Physically Handicapped persons under the services of Haryana State.**

Sir,

I am directed to invite your attention to Haryana Government letter No. 38/20/78-2GSI, dated 9-2-1979 and No. 24/17/80-3GS/III dated 16-12-80 on the above noted subject and to state that after providing the reservation benefit to physically handicapped persons in direct recruitment in Class I and Class II post vide letter No. 24/1/90-3GS III dated 20-2-90 the posts to be reserved for this category as well as for Ex-servicemen in a block of 100 posts in Class-I and Class-II in a cadre required some modifications. Government after consideration have directed that henceforth in a block of 100 posts of Class-I and Class-II in each cadre the following posts will be reserved for persons belonging to the categories of Scheduled Castes, Backward Class, Ex-servicemen and Physically Handicapped persons in modifications of instruction dated 9-2-79 and 16-12-80 :—

- (a) **For persons belonging to Scheduled Castes**
(for direct recruitment to Class-I and Class-II posts)
4-8-14-18-24-28-34-38-42-50-54-58-64-68-74-78-84-88-94 and 100.
- (b) **For persons belonging to Backward Classes**
(for direct recruitment to Class-I and Class-II posts)
10-16-22-32-46-56-70-76-86 and 96.
- (c) **For Ex-servicemen**
(for direct recruitment to Class-I and Class-II posts)
12-36-48-72 and 98.
- (d) **For Physically Handicapped persons**
(for direct recruitment to Class-I and Class-II posts)
26-52 and 82.

2. The instructions should be brought in the notice of all concerned working under you for strict compliance.
3. The receipt of this communication may be acknowledged.

Yours faithfully,

Sd/-

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

No. 22/36/90-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 5th April, 1991.

Subject :— **Reservation of posts for Scheduled Castes, Backward Classes, Ex-servicemen and Physically Handicapped persons under the services of Haryana State.**

Sir,

I am directed to invite your attention to the Haryana Government letter No. 22/36/90-3GSIII, dated 24th January, 1991, on the subject noted above and to say that the roster point No. 94 below the heading (a) "For persons belonging to Scheduled Castes", in respect of Class-III and IV posts may be read as 92.

2. This may be brought in the notice of all concerned working under your kind control for information and necessary action.

Yours faithfully,

Sd/-

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

No. 22/22/91-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar, Punjab and Haryana High Court and all the District & Session Judges in Haryana.
3. All the Managing Directors/Chief Administrators, Heads of the Boards, Corporations, Govt. Undertakings, Local Bodies in Haryana.

Dated, Chandigarh, the 5th April, 1991.

Subject :— Reservation of posts for other Backward Classes and Economically Backward among the forward Classes under the services of State of Haryana.

Sir,

In continuation of Haryana Government letter No. 24/17/80-3GSIII, dated the 16th December, 1980 and No. 24/1/90-3GSIII, dated the 20th February, 1990, I am directed to say that the question of enlarging the scope of reservation to Other Backward Classes in services of the State Government, Govt. Undertakings and Local Bodies has been under consideration of the Government and it has been decided to grant the benefit of reservation in direct recruitment in Class-I, II, III, IV posts to other Backward Classes declared vide Haryana Government, Welfare of Scheduled Castes and Backward Classes Department, Notification No. 299-SW (I) 91, dated the 5th/7th February, 1991, and also to economically backward among the forward classes as defined vide Haryana Government, Welfare of Scheduled Castes and Backward Classes Department Notification No. 395-SW(1)-91, dated the 2nd April, 1991, in addition to the existing reservation in favour of Scheduled Castes, Backward Classes, Ex-servicemen and Physically Handicapped persons. The extent of reservation for the Other Backward Classes and Economically Backward among the forward classes will be as follows :—

- | | |
|---|---|
| (a) Other Backward Classes— | (i) 26% in Class-I and Class-II posts. |
| | (ii) 14% in Class-III and Class-IV posts. |
| (b) Economically Backward—
among forward classes | 5% in Class-I, II, III and IV posts. |

2. It has also been decided that the above benefit of reservation will not be admissible to those categories of persons among the Other Backward Classes who have been excluded from availing the benefits vide Notification No. 396-SW(I)-91, dated the 2nd April, 1991.
3. The point of reservation in a block of 100 posts in each cadre will be revised accordingly in due course.
4. These instructions be brought to the notice of all concerned for strict compliance.

Yours faithfully,
Sd/-
Under Secretary, General Administration,
for Chief Secretary to Government, Haryana.

No. 22/22/91-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar, Punjab and Haryana High Court and all the District & Session Judges in Haryana.
3. All the Managing Directors/Chief Administrators, Heads of the Boards, Corporations, Govt. Undertakings, Local Bodies in Haryana.

Dated, Chandigarh, the 12th Sept., 1991.

Subject :— **Reservation of posts for “Other Backward Classes” and Economically Backward among the forward Classes under the services of State of Haryana.**

—
Sir,

I am directed to refer to Haryana Government letter No. 22/22/91-3 GSIII, dated 5th April, 1991 on the subject noted above and to say that the question of reservation for Other Backward Classes and Economically Backward Classes among forward classes in the state services is being re-examined and it has decided that till a final decision is taken, further recruitments may be made according for the reservation policy of the Haryana Government prevalent prior to the issue of Haryana Government letter referred to above.

These instructions should be brought to the notice till concerned for strict compliance.

Yours faithfully,

Sd/-

Under Secretary, General Administration,
for Chief Secretary to Government, Haryana,

—

क्रमांक 22/36/86-3 जी.एस. III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्षों तथा आयुक्तों, अम्बाला, हिसार, रोहतक एवं गुड़गांव मण्डल।
2. सभी उपायुक्तों तथा सभी उप-मण्डल अधिकारियों (सिविल), हरियाणा।
3. रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय, चण्डीगढ़।

दिनांक चण्डीगढ़, 4 मई, 1994

विषय:-- अनुसूचित जातियों, भूतपूर्व सैनिकों तथा पिछड़े वर्गों के उम्मीदवारों के लिए सेवाओं में आरक्षण।

महोदय,

मुझे निर्देश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान सरकार के परिपत्र क्रमांक 38/20/78-2-जी.एस.-1, दिनांक 9-2-79 द्वारा जारी की गई हिदायतों के पैरा I(II) (सी) तथा परिपत्र क्रमांक 22/46/85-3 जी.एस. III दिनांक 22-8-85 द्वारा जारी की गई हिदायतों के पैरा-2 की ओर आकर्षित करूं और कहूं कि इन हिदायतों में स्पष्ट व्यवस्था की गई है कि आरक्षण का लाभ केवल निर्धारित सीमा तक ही दिया जाना है।

2. कुछ समय से सरकार के विचारार्थ यह बिन्दु रहा है कि आरक्षण का लाभ क्या चार या उससे कम पदों वाले काडर पर लागू होगा। इस मामले में विधि विभाग की मंत्रणा प्राप्त करके विचारोपरांत यह स्पष्ट किया जाता है कि जिस काडर में पदों की संख्या एक से चार तक हो, वहां किसी कैटेगरी को आरक्षण का लाभ नहीं दिया जा सकता। कृपया इस स्थिति से सभी कर्मचारियों/अधिकारियों को अवगत करा दिया जाए ताकि इन हिदायतों की दृढ़ता से पालना हो सके।

भवदीय,
वासुदेव वर्मा
अवर सचिव सामान्य प्रशासन-II
कृते : मुख्य सचिव, हरियाणा सरकार।

क्रमांक 22/1/94-3 जी.एस. III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. हरियाणा के सभी विभागाध्यक्ष, आयुक्त अम्बाला, हिसार, रोहतक तथा गुड़गांव मण्डल, सभी उपायुक्त तथा उपमण्डल अधिकारी।
2. रजिस्ट्रार, पंजाब तथा हरियाणा हाई कोर्ट तथा हरियाणा के सभी जिला तथा सत्र न्यायाधीश।

दिनांक 17-10-1994.

विषय:-- सरकारी सेवाओं में आरक्षित वर्ग के प्रतिनिधित्व बारे सूचना भेजना।

महोदय,

उपरोक्त विषय पर आपको सम्बोधित करते हुए मुझे यह कहने का निर्देश हुआ है कि सरकारी सेवाओं में आरक्षित वर्ग के प्रतिनिधित्व बारे सूचना निम्नलिखित प्रोफार्मा में इस विभाग को यथाशीघ्र भेजने का अनुरोध करूं:-

क्रम संख्या	श्रेणी	स्वीकृत पदों की संख्या	आरक्षित वर्ग के कर्मचारियों की संख्या	आरक्षित वर्ग की प्रतिशतता
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कृपया मांगी गई सूचना यथाशीघ्र भेजने का कष्ट करें।

भवदीय,
हस्ता0/-
आर. डी. गुगनानी
अवर सचिव सामान्य सेवाएं,
कृते : मुख्य सचिव, हरियाणा सरकार।

No. 22/1/94-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. The Director, Training Haryana.
 2. The Secretary, Haryana, Vidhan Sabha.
 3. The Inquiry Officer Vigilance, Haryana.
 4. The Commissioner, Gurgaon Division, Gurgaon.
 5. The Director, Lotteries, Haryana.
 6. The Director, Treasuries & Accounts, Haryana.
 7. The Director, Animal Husbandry, Haryana.
 8. The Engineer in-Chief P.W.D. (Public Health) Department, Haryana.
 9. The Engineer in-Chief, P.W. (Irrigation) Department, Haryana.
 10. The Excise and Taxation Commissioner, Haryana.
 11. The Registrar, Cooperative Societies.
 12. The Director, Panchayats, Haryana.
 13. The Engineer in-Chief, P.W. (B&R), Haryana.
 14. The Director, Higher Education, Haryana.
 15. The Director, School Education, Haryana.
 16. The Director, Primary Education, Haryana.
 17. The Additional Director General of Prison, Haryana.
 18. The Commandant General, Home Guard and Director Civil Defence, Haryana.
-

19. The Director, Prosecution, Haryana.
 20. The Administrator General & Official
Trustee Charitable Endowments.
 21. The Director, Local Bodies, Haryana.
 22. The Director, Election Local Bodies, Haryana.
 23. The Director, Public Relations, Haryana.
 24. The Director, Sports, Haryana.
 25. The Principal-cum-Director, Moti Lal
Nehru School of Sports.
 26. The Director, Archaeology, Haryana.
 27. The Principal Chief Conservator of
Forest, Haryana.
 28. The Chief Wild Life Preservation, Haryana.
 29. The Director, Cultural Affairs, Haryana.
 30. The Director, Technical Education, Haryana.
 31. The Director, Science and Technology, Haryana.
 32. The Director, General Health Services, Haryana.
 33. The Director, Health Services (Hospitals).
 34. The Director, Family Welfare.
 35. The Director, Medical College, Rohtak.
 36. The Director, Urban Estate, Haryana.
 37. The Director, Industrial Training and
Vocational Education Department.
 38. The Director, Grievances, Haryana.
 2. The Deputy Commissioner, Hisar, Bhiwani, Jind,
Gurgaon, Rohtak, and Kurukshetra.
 3. All S.D.O. (Civil) in Haryana (Except Sub
Divisional Officer Narwana, Kaithal and
Ballabhgarh.
-
-

4. The Registrar, Punjab and Haryana High Court,
and all District and Session Judges in Haryana
(Except Faridabad, Gurgaon, Narnaul, Sonapat,
and Sirsa)

Dated, Chandigarh, the 1st February, 1995.

Subject :— **Information regarding the representation of Reserved Category in Government Services.**

Sir,

I am directed to invite your attention to Government's letter No. 22/1/94-3GS-III, dated 17.10.94 and subsequent reminder of even number dated 19.12.94 on the subject cited above and to request again that the requisite information may please be sent to Government within 10 days, positively, in the prescribed proforma.

Please treat it most immediate.

Yours faithfully,

Sd/-

Superintendent General Services-III,
for Chief Secretary to Government, Haryana.

No. 22/36/95-3GS-III

From

The Chief Secretary to Govt. Haryana.

To

- (i) All Heads of Departments.
- (ii) Commissioners Ambala/Hisar/Rohtak & Gurgaon Division.
- (iii) All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
- (iv) The Registrar, Punjab & Haryana High Court.

Dated Chandigarh, the 20th July, 1995.

Subject :— **Reservation for Scheduled Castes, Backward Classes (Block 'A' & Block 'B') Exservicemen & Physically Handicapped persons in direct recruitment to Class-III and Class-IV Govt. Jobs.**

Sir,

Margin

No. 38/20/78-2GSI, dated 9.2.79,
No. 4/12/79-GSIII, dated 18.9.79
No. 24/17/80-3GS III, dated
16.12.80, No. 22/20/83-3GSIII,
dated 26.11.85, No. 24/1/90-3GS-
III, dated 20.2.90 & No. 22/36/90-
3GSIII dated 24.1.91.

I am directed to invite your attention to Haryana Govt. letters as indicated in the margin on the subject noted above and to say that in view of the directions given by Hon'ble Supreme Court of India in writ petition (Civil) No. 930 of 1990, Indira Sawhney & others V/s Union of India and on the recommendations of the Second Backward Classes Commission set up by the Haryana Govt., the State Govt. has further reviewed the existing policy of reservation of posts for SC, BC, ESM, and Physically Handicapped

in Govt. jobs in the State of Haryana and have decided to enhance the reservation for Backward Classes from 10% to 27% in respect of direct recruitment to Class-III and Class-IV posts.

2. It has further been decided to create two blocks i.e. Block 'A' and 'B' within the Backward Classes for the purpose of the above mentioned reservation as per list enclosed.

3. Henceforth the quantum of reservation for various categories in direct recruitment to Class III & IV posts will be as under :—

- | | | |
|-------|--|-----|
| (i) | SC | 20% |
| (ii) | BC (Block 'A') | 16% |
| (iii) | BC (Block 'B') | 11% |
| (iv) | ESM/Dependents of ESM | 10% |
| (v) | Physically handicapped (orthopaedically handicapped, Deaf & Dumb and Blind). | 3% |

The posts reserved for Block 'A' of Backward Classes would be filled up from candidates belonging to castes of Block 'A' only. Similarly posts reserved for Block 'B' would be filled up from members of the castes comprising Block 'B' of Backward Classes.

4. The reservations for ESM and Physically Handicapped will be horizontal reservation under Article 16(1) of the Constitution of India in respect of Class III & Class IV direct recruitment quota posts.

5. Horizontal reservation of 10% for ESM would be adjusted as below :—

3% in Block 'A' of Backward Classes.

3% in Block 'B' of Backward Classes &

4% in General Category.

Horizontal reservation of 3% for physically handicapped persons would be adjusted as below :—

1% in Block 'A' of Backward Classes.

1% in Block 'B' of Backward Classes &

1% in General Category.

6. In the light of the revised quantum of reservation in respect of Class-III and Class-IV direct recruitment quota posts, the roster points for reservations for direct categories in a block of 100 posts in each Cadre would now be as follows :—

Scheduled Castes :

5-10-15-20-25-30-35-40-45-50-55-60-65-70-75-80-85-90-95-100.

Backward Classes

Block 'A'

6-12-19-(ESM)-26-32-38-44 (ESM)-49-56-62 (PH)-68-74 (ESM)-79-86-92-99

Block 'B'

9-18-27 (ESM) -36-46-54 (ESM)-63-72-81- (ESM)-89 (PH)-98.

ESM (Exservisemen)

8 against General Category, 19 against BC (Block 'A')

27 against (B.C. Block 'B') 37 against General Category,

44 against B.C. (Block 'A', 54 against B.C. (Block 'B'),

64 against General Category, 74 against BC (Block 'A')

81 against BC (Block 'B') 91 against General Category

Physically Handicapped :

33 against General Category, 62 against B.C. (Block 'A') & 89 against B.C. (Block 'B').

General Category :

1-2-3-4-7-8 (ESM)-11-13-14-16-17-21-22-23-24-28-29-31-33 (PH)-34-37 (ESM)-39-41-42-43-47-48-51-52-53-57-58-59-61-64 (ESM)-66-67-69-71-73-76-77-78-82-83-84-87-88-91 (ESM)-93-94-96 & 97.

7. The position of reservation in respect of Class I & II posts will remain undisturbed, Roster points already prescribed with regard to Class I & II posts will, therefore, remain the same.

8. Similarly in respect of Class III & Class IV promotion quota posts the existing Quantum of reservation will continue and therefore, the existing roster points will continue to remain in force.

9. The categorisation of Backward Classes into Block 'A' and Block 'B' will apply only in respect of direct recruitment to Class III & IV posts. All the Backward Classes notified as eligible for reservation benefit by Social Welfare Departments from time to time will be treated as one category for the purpose of reservation benefit in respect of direct recruitment in Class I & II posts and promotion in Class III & IV posts.

10. Henceforth there would be no division of reservation meant for physically handicapped into orthopaedically handicapped, deaf & dumb and blind categories in case of direct recruitment to Class III & IV posts. For this purpose, all physically handicapped persons will be treated as one category.

11. As regards carry forward/deservation if the posts reserved for various category, the existing instruction would continue in force.

12. Instructions issued by vide letter No. 1170-SW (I)-95 dated 7-6-95 by the Welfare of Scheduled Castes and Backward Classes Department regarding exclusion of Socially advanced persons/sections (Creamy Layer) should be kept in view while extending the benefit of reservation to Backward Classes.

13. These instructions may kindly be brought to the notice of all concerned working under you for strict compliance.

Receipt of this communication may be acknowledged.

Yours faithfully,

Sd/-

Joint Secretary, General Admn.,
for Chief Secretary to Govt. Haryana.

List of Backward Classes included in Block 'A' for the Purpose of reservation in direct recruitment to Class III & IV Government Jobs.

1	2	1	2
1.	Aheria, Aheri, Heri, Naik, Thori or Turi, Hari	22.	Gwaria, Gauria, or Gawar
2.	Barra	23.	Ghirath
3.	Beta, Hensi or Hesi	24.	Ghasi, Ghasiara or Ghosi
4.	Bagria	25.	Gorkhas
5.	Barwar	26.	Gawala, Gowala
6.	Barai, Tamboli	27.	Gadaria, Pal
7.	Baragi, Bairagi	28.	Garhi-Lohar
8.	Battora	29.	Hajjam, Nai, Nais, Sain
9.	Bharbhuja, Bharbhunja	30.	Jhangra-Brahman, Khati, Suthar, Dhiman, Tarkhan, Barhai, Baddi
10.	Bhat, Bhatra, Darpi, Ramiya	31.	Joginath, Jogi, Nath, Jangam-Jogi
11.	Bhuhalia Lohar	32.	Kanjar or Kanchan
12.	Ghangar	33.	Kurmi
13.	Chirimar	34.	Kumhars, Prajapati
14.	Chang	35.	Kamboj
15.	Chimba, Chhipi, Chimpa, Darzi Rohilla	36.	Khanghera
16.	Daiya	37.	Kuchband
17.	Dhabis	38.	Labana
18.	Dakaut	39.	Lakhera, Manehar
19.	Dimar, Mallah, Kashyap Rajpoot, Kahar, Jhinwar, Dhinwar, Khewat, Mehra, Nishad	40.	Lohar, Panchal
20.	Dhosali, Dosali	41.	Madari
21.	Faquir	42.	Mochi
		43.	Mirasi

1	2	1	2
44.	Nar	56.	Thathera, Tamera
45.	Noongar	57.	Teli
46.	Nalband	58.	Vanzara, Banjara
47.	Pinja, Penja	59.	Weaver (Jullaha)
48.	Rehar, Rehara or Re	60.	Bhattu/Chattu
49.	Raigar	61.	Badi/Baddon
50.	Rai Sikhs	62.	Mina
51.	Rechband	63.	Rahbari
52.	Shorgir, Shergir	64.	Charan
53.	Soi	65.	Charaj (Mahabrahman)
54.	Singhikant, Singhiwala	66.	Udasin
55.	Sunar, Zargar, Soni	67.	Ramgariha

List of Backward Classes included in Block 'B' for the purpose of reservation in direct recruitment to Class III & IV Government jobs.

1. Ahir/Yadav
 2. Gujjar
 3. Lodh/Lodha
 4. Saini
 5. Meo.
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अति तत्काल

क्रमांक : 22/94/96-3 जी.एस.-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. हरियाणा राज्य के सभी विभागाध्यक्ष, आयुक्त, अम्बाला, हिसार, गुड़गांव तथा रोहतक, सभी उपायुक्त तथा उप-मण्डल अधिकारी (सिविल)।
3. रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय।

दिनांक : चण्डीगढ़ 29-9-96

विषय:-- अनुसूचित जातियों तथा पिछड़े वर्गों, भूतपूर्व सैनिकों तथा अपंग व्यक्तियों को सरकारी सेवाओं में आरक्षण प्रदान करना।

महोदय,

उपरोक्त विषय पर मुझे आपका ध्यान सरकार के पत्र क्रमांक 22/54/80-3 जी.एस.-III, दिनांक 5.2.1981 की ओर दिलाते हुए यह कहने का निर्देश हुआ है कि सरकार के ध्यान में यह लाया गया है कि कुछ विभागों द्वारा आरक्षण नीति को सरकार द्वारा समय-2 पर जारी की गई हिदायतोंनुसार पूरी तरह कार्यान्वित नहीं किया जा रहा है। अतः आपसे अनुरोध है कि सरकार द्वारा जारी की गई आरक्षण सम्बन्धी हिदायतों का दृढ़ता से पालन किया जाए।

2. इस के अतिरिक्त सरकार ने यह भी निर्णय लिया है कि तिमाही रिपोर्ट के अतिरिक्त अब सभी विभागाध्यक्ष अनुसूचित जाति वर्ग के सम्बन्ध में अर्धवार्षिक रिपोर्ट निदेशक, अनुसूचित जाति एवं पिछड़े वर्ग कल्याण विभाग, हरियाणा, चण्डीगढ़ को निर्धारित प्रोफार्मा में (प्रति संलग्न) हर वर्ष 15 जुलाई तथा 15 जनवरी तक अवश्य ही भेजने का कष्ट करें। प्रथम रिपोर्ट शीघ्रतिशीघ्र भेजी जाए, जिसमें दिनांक 31-3-96 को अनुसूचित जाति वर्ग का प्रतिनिधित्व दिखाया गया हो। यह रिपोर्ट कृपया 30-9-96 तक आवश्यक भेजें।

कृपया इन हिदायतों की दृढ़ता से पालना की जाए।

भवदीय

हस्ता./-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

Proforma for Half-yearly Report to be submitted by the Liaison Officer to National Commission for SC & ST.

(Report for the half-year ending _____)

1. Did you inspect the reservation rosters as prescribed ? If so, copies of the inspection report may be enclosed indicating the action taken by the appointing authorities for rectifying the errors. if any, pointed out by you.
 2. How many proposals of dereservation of reserved vacancies were examined and concurred in by you?
 3. Has the annual statement about representation of SC and ST in all the groups of posts as on 1.1.96 has been furnished to DOP/GAD in the proforma prescribed ? If so, a copy of the statement may be enclosed.
 4. Have you sent a consolidated statement to DOP/GAD in the form prescribed showing the particulars of recruitment made in your department/organisation during the last calendar year and the number filled by SC and ST? If so, a copy of same may be enclosed.
 5. No. of SC/ST candidates appointed against sever general quota vacancies on the basis of seniority in the case of promotion and on the basis of merit in the case of direct recruitment. Information may be furnished postwise.
 6. Do you maintain a list of officers of various levels belonging to SC/ST working in other organisations for being associated with DPC meetings? If so, please indicate whether SC/ST officers are associated in the DPC in your department/organisation.
 7. Are you in a position to assist National Commission for Scheduled Castes and Scheduled Tribes in the investigation of complaints of SC/ST employees in regard to service matters? In case you have provided such assistance in any case, the particulars of the case may be furnished.
 8. Is a Cell working under your direct control to assist you in the discharge of your duties as Liaison Officer/ If so, the composition of the Cell may be indicated.
 9. Have you directed any case of negligence or lapses in the matter of following the reservation and other orders relating to SCs and STs? If so, please indicate the action taken by the concerned authorities in such cases.
 10. Number of false SC/ST certificate cases detected and action taken against the holders of such certificates.
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क्रमांक : 22/94/96-3 जी.एस.-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. हरियाणा राज्य के सभी विभागाध्यक्ष, आयुक्त, अम्बाला, हिसार, गुड़गांव तथा रोहतक, सभी उपायुक्त तथा उप-मण्डल अधिकारी (सिविल)।
3. रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय।

दिनांक : चण्डीगढ़ 8-5-1997

विषय :-- अनुसूचित जातियों, पिछड़े वर्गों, भूतपूर्व सैनिकों तथा अपंग व्यक्तियों को सरकारी सेवाओं में आरक्षण प्रदान करना।

महोदय,

उपरोक्त विषय पर मुझे आपका ध्यान सरकार के पत्र क्रमांक 22/94/96-3 जी.एस.-III, दिनांक 26.9.96 की ओर दिलाने व यह कहने का निर्देश हुआ है कि सरकार के ध्यान में आया है कि कुछ विभाग इन हिदायतों का दृढ़ता से पालन नहीं कर रहे हैं। अतः आप से पुनः अनुरोध है कि अनुसूचित जातियों/जन जातियों के लिए आरक्षण सम्बन्धी सरकारी हिदायतों की दृढ़ता से पालन की जाए तथा इन हिदायतों की विभिन्न स्तरों पर परिपालन रैगुलर तौर पर चैकिंग की जाए और इस सम्बन्ध में इन जातियों से सम्बन्धित उम्मीदवारों की ओर से प्राप्त होने वाले प्रतिवेदनों पर तत्परता से कार्यवाही करते हुए समस्याओं का समाधान तुरन्त किया जाए ताकि इन जातियों के आरक्षण की उल्लंघना से सम्बन्धित केसिज में कमी लाई जा सके।

2. इस के अतिरिक्त यह भी सुनिश्चित करें कि इन श्रेणियों के कर्मचारियों की समस्याओं से सम्बन्धित अर्ध वार्षिक रिपोर्ट निदेशक, अनुसूचित जाति एवं पिछड़े वर्ग कल्याण विभाग को समय पर भेजी जाए।

3. कृपया इन हिदायतों की दृढ़ता से पालना की जाए।

भवदीय,
आर०डी० गुगनानी,

अवर सचिव, सामान्य प्रशासन।
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी वित्तायुक्त, हरियाणा सरकार।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

अशा: क्र. 22/94/96-3 जी.एस.-III

दिनांक : चण्डीगढ़ 8-5-1997

पृ. क्र. 22/94/96-3 जी.एस.-III

दिनांक : चण्डीगढ़ 8-5-1997

एक प्रति निदेशक, अनुसूचित जातियों एवं पिछड़े वर्ग कल्याण विभाग, हरियाणा चण्डीगढ़ को उनके पत्र क्र. ई.सी.-3/97/3282, दिनांक 29-1-97 के सन्दर्भ में सूचनार्थ भेजी जाती है।

उनसे अनुरोध है कि सभी विभागाध्यक्षों से प्राप्त अर्ध वार्षिक रिपोर्ट को कन्सोलीडेट करके निर्धारित प्रोफार्मा में सचिव, अनुसूचित जाति एवं जन-जाति राष्ट्रीय आयोग भारत सरकार, लोक नायक भवन, 5वीं मंजिल, नई दिल्ली को निर्धारित समय पर भेज दिया करें।

भवदीय,
आर०डी० गुगनानी,
अवर सचिव, सामान्य प्रशासन।
कृते : मुख्य सचिव, हरियाणा सरकार।

No. 22/79/95-3 GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of the Departments, Commissioners Ambala, Rohtak, Gurgaon and Hisar Divisions, All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 12th Sept., 1997.

Subject :— Filling backlog in the reserved vacancies —Supreme Court Judgement in Indira Sawhney case.

Sir,

I am directed to refer to the instructions to the Haryana Government issued vide No. 22/31/89-3 GS III, dated 7-7-1989 and subsequent instructions issued by the Government regarding the subject mentioned above. Vide these instructions, all the departments had been directed to fill up the vacant posts meant for reserved categories under the special recruitment drive so that backlog of the reserved vacancies could be cleared.

It may be noted that the Supreme Court of India while deciding the case of Indira Sawhney (writ Petition (Civil) 930 of 1990) on 16-11-1992 had made the following observations :—

“The position can be better explained by taking an illustration. Take a unit/service/cadre comprising 1000. The reservation in favour of Scheduled Tribes, Scheduled Castes and other Backward Classes is 50% which means that out of the 1000 posts 500 must be held by members of these classes i.e. 270 by Other Backward Classes, 150 by Scheduled Castes and so by Scheduled Tribes. At a given point of time. Let us say, the number of members of O.B.C's in the unit/service/category is only 50. A short fall of 220. Similarly the number of members of Scheduled Castes and Scheduled Tribes is only 20 and 5 respectively, shortfall of 130 and 75. If the entire service/cadre is taken as a unit and the backlog if sought to be made up, then the open competition channel has to be choked altogether for a number of years until the number of members of all backward classes reaches 500 i.e. till the quota meant for each of them is filled up. This may take quite a because the number of vacancies arising each year number of years/are not many. Meanwhile, the members of open competition, category would become age barred and ineligible. Equality of opportunity in their case would become a mere mirage. It must be remembered that the equality of opportunity guaranteed by clause (1) is to reach individual citizen of the country while clause (4) contemplates special provision being made in favour of socially disadvantaged classes. Both must be balanced against each other. Neither should be allowed to eclipse the other. For the above reason, we hold that for the purpose of applying the rule of 50% an year should be taken as the unit and not the entire strength of the cadre, service or the unit as the case may be”.

98. We are in respectful agreement with the above statement of law. Accordingly, we over-rule the decision in Devadasan. We have already discussed and explained the 50% rule in paras 93 to 96. The same position would apply in the case of carry forward rule as well. We however, agree that an year should be taken as the unit or basis, as the case may be, for applying the rule of 50% and not the entire cadre strength.
99. We may reiterate that a carry forward rule need not necessarily be in the same terms as the one found in Devadasan. A given rule may say that the unfilled reserved vacancies shall not be filled by unreserved category candidates but shall be carried forward as such for a period of three years. In such a case, a contention may be raised that reserved posts remain a separate category altogether. In our opinion however, the result of application of carry forward rule, in whatever manner it is operated, should not result in breach of 50% rule”.

Advice of Law Department was solicited regarding this matter and their advice is reproduced as under :—

“The Hon’ble Supreme Court in Indira Sawhney’s case held that reservation was not to exceed 50%. It was further clarified that for the purpose of applying the rule of 50% an year should be taken as unit and not the entire strength of cadre. Commenting upon the carry rule, the Supreme Court further clarified that the result of application of carry forward rule, in whatever manner it is operated, should not result in breach of 50% rule.

According to the aforesaid dictum of Supreme Court, carry forward rule and filling up of backlog reserved category have become redundant. Efforts are now to be made to fill up all the reserved vacancies, occurring in a particular year in the same year itself. If, however, these are not filled up these will be added to the vacancies of next year and 50% of these vacancies in the next year would be reserved. The only way therefore to fill up the unfilled up reserved vacancies can be to advertise these posts again in the same year and try to fill-up as many posts as possible. The instructions therefore have to be revised in the light of the aforesaid judgement of the Supreme Court.”

In view of the above quoted decision of the Supreme Court of India and the advice tendered by the Law Department, the matter has been examined afresh and after careful consideration it has been decided by the Government that for the purpose of applying rule of 50% an year should be taken as the unit and not the entire strength of the cadre, service of the unit, as the case may be. If reserved vacancy of any category remains unfilled in the first attempt, then these posts should be re-advertised during and within the same year. However, if the reserved vacancy still remains unfilled at the end of the year, these would not be added as a backlog in the next year. In the next year also, the total posts filled up from the reserved categories shall not exceed 50% in all.

These instructions may kindly be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/73/92—3GS-III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments, Commissioners,
Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. All Deputy Commissioners and Sub Divisional Officers (Civil)
in Haryana.
3. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 16-6-1998.

Subject :— Implementation of the decision of Supreme Court of India regarding reservation in promotion etc.

Sir,

I am directed to invite your attention to Haryana Government instructions issued *vide* No. 38/30/78/-2GSI, dated 9-2-79 and No. 4/12/79-GSIII, dated 18-9-79 on the Subject mentioned above and to say that the Supreme Court of India *vide* its judgement dated 16-11-1992 (delivered in the case of Indira Sawhney Versus Union of India) held that wherever reservations have been provided in the matter of promotions viz, the Central for State Services, such reservations will continue to be in operation for a period of five years from the date of judgement.

2. Consequent to the judgement in Indira Sawhney's case, the Constitution of India was amended by the 77th amendment Act. 1995 and Article 16 (4A) was incorporated in the Constitution. This Article enables the States to provide for reservation in the matters of promotions in favour of Scheduled Castes and Scheduled Tribes in the opinion of the State are not adequately represented in the services under the States.

3. In view of the 77th amendment to the Constitution of India and the legal position emerging therefrom, the State Govt. can extend the benefit of reservation in promotions only to the employees belonging to the category of Scheduled Castes beyond 15-11-1997. At present, reservation in promotion is being given to Scheduled Castes employees in Haryana in Class-III and Class-IV posts (20%). Therefore it has been decided that the benefit of reservations in promotions to employees belonging to the category of Scheduled Castes in Class-III and Class-IV posts will continue to be extended beyond 15-11-1997.

4. However, as far as the reservation in promotions to employees belonging to the category of Other Backward Classes is concerned in view of the judgement of the Hon'ble Supreme Court cited above such reservation in promotion provided to the employees belonging to the Other Backward

Classes cannot continue beyond 15-11-1997 and comes to an end with effect from this date. Hence this benefit is discontinued with effect from 16-11-1997 as directed by the Hon'ble Supreme Court.

5. It may be added that recently the Hon'ble Punjab & Haryana High Court in CWP No. 5037 of 1998 Shri Yash Pal Gupta and Others Versus State of Haryana, (Haryana Civil Sectt.,—Establishment Branch-I) has specifically held as under :—

“Any promotion on the basis of reservation that may be made during the pendency of the Writ Petition would abide by the final order that may be passed in the writ petition. The respondents are directed to clearly mention in the orders of promotion of reserved categories that their promotion is subject to the decision in this case.”

In view of the above directions given by Hon'ble High Court, all promotions of reserved categories in pursuance of para 3 above in future will be subject to the decision by Hon'ble High Court in CWP No. 5037 of 1991-Shri Yash Pal Gupta and Others Versus State of Haryana (Haryana Civil Sectt.—Establishment Branch—I).

6. These instructions, may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/91/98-3GS-III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments, Commissioners,
Ambala, Hisar, Gurgaon & Rohtak Divisions.
All Deputy Commissioners and Sub-Divisional
Officers (Civil) in Haryana State.
2. The Registrar,
Punjab & Haryana High Court,
Chandigarh.

Dated : Chandigarh, the 8th April, 1999.

**Subject :— Sending of requisitions to HPSC/HSSC for filling up various posts by direct recruitment
Earmarking of posts for various reserved categories.**

Sir,

I am directed to invite your attention to the subject noted above and to say that the Punjab & Haryana High Court in CWP No. 4234 of 1997 gave directions that Govt. should invariably take steps for making recruitment against the posts reserved for the Physically Handicapped persons simultaneously with the recruitment for general category and other reserved category posts. The Hon'ble Court expressed regret that till the filing of the writ petition, the concerned officials did not take steps to reserve the posts for the physically handicapped persons and observed that if the petitioner had not instituted the petition. She and other similarly situated persons would have been robbed off their right to be considered for recruitment against the posts reserved for physically handicapped persons.

It is the duty of the Appointing Authority to ensure that while sending the requisitions to Haryana Public Service Commission/Haryana Staff Selection Commission, the posts reserved for various categories including the physically handicapped persons are clearly indicated. Any omission in this regard will be viewed most seriously by Govt. and the responsibility for such omission will fall personally on the Appointing Authority. It may kindly be ensured that the persons belonging to the reserved categories do not suffer either through omission in requisitions or inaction on the part of the Administrative Department.

Yours faithfully,

Sd/-

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

No. 22/73/92-3GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Rohtak, Gurgaon and Hisar Divisions.
2. The Registrar,
Punjab and Haryana High Court,
Chandigarh.
3. All Deputy Commissioners & Sub-Divisional Officers (Civil) in
Haryana State.

Dated, Chandigarh, the 14th October, 1999.

Subject :— Reservation of posts for Scheduled Castes, Backward Classes under the services of Haryana State.

Sir,

I am directed to invite your attention on the subject cited above and to say that after the decision of Ajit Singh Janjua and others Vs State of Punjab (1996 (2) SCC 215) Haryana Government had issued instructions vide circular letter No. 22/73/92-3GSIII, dated 10-1-1997 that from the date of pronouncement of the judgement by Hon'ble Supreme Court in the case of R.K. Sabharwal Versus State of Punjab i.e. 10-2-1995, no employee belonging to reserved categories of scheduled castes or backward classes be given the benefit of accelerated seniority. Shortly thereafter, in a case of Jagdish Lal it was decided by the Apex Court that the seniority of reserved category candidates will be as per provisions of service rules i.e. from the date of continuous officiation. The instructions dated 10-1-1997 were, therefore, withdrawn vide circular letter No. 22/12/97-3GSIII, dated 13-1-1999.

2. Since the law laid down in Ajit Singh Janjua and Jagdish Lal was contradictory, the State of Punjab filed I.A. Nos. 1-3 in the Supreme Court of India which came up for hearing before the five judges Constitution Bench and were decided on 16-5-1999. The SLPs of reserved category employees of Haryana Civil Secretariat and FCR's office were also heard and decided by Constitution Bench. The Apex Court has now held that Vir Pal Singh and Ajit Singh have been correctly decided and that Jagdish Lal is not correctly decided. It was also observed that the instructions dated 9-2-1979 and 10-1-1997 issued by the Haryana Government on the subject correctly reflected the legal position.

3. The Hon'ble Supreme Court while affirming the decision of R.K. Sabharwal and Ajit Singh Janjua also decided the prospectivity of these two judgements and held that principles of both these judgements will be applicable from the date of their pronouncements i.e. 10-2-1995 and 1-3-1996 respectively. A copy of the operative parts of the judgement is enclosed.

4. You are, therefore, requested to implement the law laid down by the Apex Court. In sum the principle of operation of roster decided in R.K. Sabharwal will be applicable from 10-2-1995 and the principle of accelerated seniority decided in Ajit Singh will be applicable from 1-3-1996.

In other words from the date of the two judgements no employee belonging to the reserved categories of Scheduled Castes or Backward Classes should be allowed the benefit of accelerated seniority over his/her senior belonging to General Category on account of his/her accelerated promotion from the feeder service under the policy of reservation.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners, Commissioners and Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

All Financial Commissioners/Cammissioners and
Secretaries to Governmen, Haryana.

U.O. No. 22/73/92-3 GSIII

Dated, Chandigarh, the 14-10-1999.

**OPERATIVE PART OF THE JUDGEMENT DATED 16-9-1999 OF THE HON'BLE
SUPREME COURT RENDERED IN I.A. NOS. 1-3 IN CIVIL APPEAL
NOS. 3792-3794/89-AJIT SINGH AND ORS. VERSUS STATE OF
PUNJAB AND ORS.**

This point concerns the “prospective” operation of the two judgements in Sabharwal and Ajit Singh. The point regarding these two cases directly arises in the appeals from Punjab, Haryana and Rajasthan. The prospectivity of Virpal has been particularly raised by learned Additional Solicitor General, Sri C.S. Vaidyanathan, in the IAs filed by the Railways. Once again our approach here is to prevent reversions and avoid hardship to the reserved candidates already promoted before the two judgements and at the same time to try balance the rights to seniority of the general candidates as against these of the reserved candidates, in the light of Article 16(1).

Prospectivity of Sabharwal :

(i) What Sabharwal said in regard to “prospectivity”.

Before Sabharwal was decided on 10-2-1995, it appears that, in several services, the roster was initially put in operation and promotions at all the roster points were filled up. But the roster was once again operated on future vacancies, even though all the required reserved candidates were in position at the promotional level. It was not realised that once the roster points were all filled, the roster had served its purpose and fresh members of the reserved classes, could claim promotional posts only if any promotional posts already filled by the reserved candidates fell vacant. This misapplication of the roster came to be removed for the first time on 10-2-95 when Sabharwal was decided. Obviously, by that time several reserved candidates had got promotion excess of their quota because of the wrong “re-operation” of the roster points. If the law declared in Sabharwal were to be treated as retroactive as is the normal position whenever the law is declared by this Court, it would have resulted in reversions of several officers of the reserved classes as their promotions before 10-2-95 by the fresh operation of the roster as aforesaid was wholly unjustified. This Court in Sabharwal therefore tried to prevent such reversions and declared (P. 753 of SCC, Para 11) as follows at the end of the judgment :

“We, however, direct that the interpretation given by us to the working of the roster and our findings on this point shall be operative prospectively”.

(ii) The rival contentions :

To the extent of saving the reversions of those from reserved classes promoted before 10-2-95 though such promotions were made contrary to what was decided in Sabharwal, there is no serious dispute from the side of the general candidates, but a contention is raised by the reserved candidates who got such promotions in excess of the reservation quota that they should in addition get the benefit of the seniority in the promotional post even if such promotion made before 10-2-95 was wrong in view of what was decided in Sabharwal. This plea is strongly opposed by the general candidates.

(iii) Our conclusion :

It is axiomatic in service jurisprudence that any promotions made wrongly in excess of any quota are to be treated as *ad hoc*. This applies to reservation quota as much as it applies to direct recruits and promotee cases. If a Court decides that in order only to remove hardship such roster

point promotees are not to face reversions, then it would, in our opinion be, necessary to hold-consistent with our interpretation of Articles, 14 and 16 (1) that such promotees cannot plead for grant of any additional benefit of seniority flowing from a wrong application of the roster. In our view, while Courts can relieve immediate hardship arising out of a past illegality, Courts cannot grant additional benefits like seniority which have no element of immediate hardship. Thus, while promotions in excess of roster made before 10-2-95 are protected, such promotees cannot claim seniority. Seniority in the promotional cadre of such excess roster point promotees shall have to be reviewed after 10-2-95 and will count only from the date on which they would have otherwise got normal promotion in any future vacancy arising in a post previously occupied by a reserved candidates. That disposes of the “prospectivity” point in relation to Sabharwal.

Prospectively of Ajit Singh :

Coming to the “prospectivity” of Ajit Singh decided on 1-3-96 the question is in regard to the seniority of the reserved candidates at the promotional level where such promotions have taken place before 1-3-96.

We have accepted, while dealing with Points 1 and 2 that the reserved candidates who get promoted at two levels by roster points (say) from Level 1 to Level 2 and level 2 to level 3 cannot count their seniority at Level 3 as against senior general candidates who reached Level 3 before the reserved candidates moved upto Level 4. The general candidates has to be treated as senior at Level 3.

Where, before 1-3-96 i.e. the date of Ajit Singh’s judgement, at the level 3, there were reserved candidates who reached there earlier and also senior general candidates who reached there later, (but before the reserved candidate was promoted to level 4) and when in spite of the fact that the senior general candidate had to be treated as senior at level 3 (in view of Ajit Singh), the reserved candidate is further promoted to level 4- without considering the fact that the senior general candidate was also available at level 3- then, after 1-3-96, it becomes necessary to re-view the promotion of the reserved candidate to level 4 and reconsider the same (without causing reversion to the reserved candidate who reached level 4 before 1-3-96). As and when the senior reserved candidate is later promoted to level 4, the seniority at level 4 has also to be re-fixed on the basis of when the reserved candidate at level 3 would have got his normal promotion, treating him as junior to the senior general candidate at level 3.

क्रमांक : 22/36/96-3 जी०एस०-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्षों तथा आयुक्तों, अम्बाला, रोहतक, हिसार एवं गुड़गांव मण्डल।
2. सभी उपायुक्तों तथा सभी उप-मण्डल अधिकारियों (सिविल), हरियाणा।
3. रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय, चण्डीगढ़।

दिनांक : चण्डीगढ़, 2 नवम्बर, 1999.

विषय:-- अनुसूचित जातियों, भूतपूर्व सैनिकों तथा पिछड़े वर्गों के उम्मीदवारों के लिये सेवाओं में आरक्षण।

महोदय,

मुझे निर्देश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान हरियाणा सरकार के उस परिपत्र क्रमांक 22/36/86-3जी०एस०-III, दिनांक 4-5-94 की ओर दिलाऊँ जिसमें स्पष्ट किया गया था कि जिस काडर में पदों की संख्या एक से चार तक हो वहाँ आरक्षण का लाभ नहीं दिया जा सकता।

2. सर्वोच्च न्यायालय के निर्णय दिनांक 23.2.95 तथा विधि विभाग की मन्त्रणा के दृष्टिगत सरकार द्वारा मामले पर पुनः विचार करके यह निर्णय लिया गया है कि उक्त हिदायतें दिनांक 4.5.94 को तुरन्त प्रभाव से वापिस ले लिया जाये। कृपया इस स्थिति से सभी कर्मचारियों/अधिकारियों को अवगत करवा दिया जाये ताकि इन हिदायतों की दृढ़ता से पालना हो सके।

हस्ता./-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

क्रमांक 22/36/86-3जी०एस०-III,

दिनांक : 2 नवम्बर, 1999

एक प्रति हरियाणा सरकार के सभी निगमों / बोर्डज इत्यादि के अध्यक्षों / प्रबन्ध निदेशकों तथा विश्वविद्यालयों के रजिस्ट्रारज को आवश्यक कार्यवाही हेतु भेजी जाती है।

हस्ता./-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

एक प्रति सभी विभागों के वित्तायुक्तों / आयुक्तों एवं सचिव हरियाणा सरकार को सूचनार्थ एवं आवश्यक कार्यवाही हेतु भेजी जाती है।

हस्ता./-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी वित्तायुक्त / आयुक्त एवं सचिव, हरियाणा सरकार।

अशा० क्रमांक 22/36/86-3जी०एस०-III,

दिनांक : 2 नवम्बर, 1999

No. 22/54/2000-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners of Divisions, Ambala, Rohtak & Gurgaon.
2. The Registrar, Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State.

Dated : Chandigarh, the 4-6- 2001.

Subject :— Checking of Roster Register in State of Haryana Offices.

Sir,

I am directed to invite your attention to this Department letter No. 22/54/80-4G.S.I. dated 5.2.81 on the subject noted above and to say that Social Welfare Department was entrusted the work of checking the roster register in the Govt. offices in the State of Haryana, so that reservation policy may run smoothly. It has come to the notice of the Govt. that some departments are not giving full co-operation in this regard to roster checking party. Government has taken a serious view of such an attitude of the departments. It is also brought to the notice of the departments that Director, Scheduled Castes/Backward Classes Department is the sole authority for checking up roster registers. It is again re-iterated that roster checking party must be given full co-operation in this regard and no laxity in this regard will be tolerated.

2. These instructions may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and all the Administrative Secretaries to Govt. Haryana for information and necessary action..

Sd/-

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

To

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

U.O. No. 22/54/2000-3GS-III

Dated, the 04.06.2001.

No. 22/66/2000-3GSIII

From

The Chief Secretary to Government Haryana.

To

1. All the Heads of Departments in Haryana Commissioners Rohtak, Gurgaon, Hisar and Ambala Divisions.
2. The Registrar Punjab and Haryana High Court, Chandigarh.
3. All the Deputy Commissioners and All Sub-Divisional Officers (Civil) in Haryana State.

Dated, Chandigarh, the 6th November, 2001.

Subject : — **Treating of backlog vacancies reserved for SCs & ST as a distinct group and non-applicability of 50% ceiling thereon.**

Sir,

I am directed to refer to Haryana Government instructions No. 22/79/95-3 GSIII, dated 12.9.97 and 21.8.2000 on the subject noted above regarding filling of backlog in the reserved vacancies Supreme Court judgement in Indira Sawhney Writ Petition (Civil) No. 930/90 case and to say that in view of the 81st amendment made by the Parliament in the Constitution of India, Ministry of Personnel, Public Grievances and Pension, Department of Personnel and Training Estt. Reservation (Section) on 20.7.2000. Consequently Article 16 (4B) has been incorporated in the Constitution by the Constitution (Eighty first Amendment) Act, 2000, which provides as under :—

“Noting in this article shall prevent the State from considering any unfilled vacancies of a year which are reserved for being filled up in that year in accordance with any provision for reservation made under clause (4) or clause (4A) as a separate class of vacancies to be filled up in any succeeding year or years and such class of vacancies shall not be considered together with the vacancies of the year in which they are being filled up for determining the ceiling of fifty percent reservation on total number of vacancies of that year.”

2. In pursuance of the provisions of Article 16 (4B) of the Constitution, it has been decided by the State of Haryana that the reserved vacancies for Scheduled Castes and Scheduled Tribes in all cases of direct recruitment and promotion. Wherever applicable, which have remained unfilled in the earlier year(s) i.e. backlog and/or carried forward vacancies would be treated as a separate and distinct group and will not be considered together with reserved vacancies of the year in which they are being filled up for determining the ceiling of 50% reservation on total number of vacancies of that year. In other words, the ceiling of 50% on filling up of reserved vacancies would apply on the reserved vacancies which arises in the current year and the backlog/carried forward reserved vacancies for SCs/STs of

earlier years would be treated as a separate and distinct group and would not be subject to any ceiling. However, backlog and / or carried forward reservation will automatically lapse in a cadre as soon as combined representation of a reserved category in direct recruitment as well as promotion is either equal to or more than the prescribed number of reserved posts in the relevant post-based rosters.

3. The above instructions may please be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-

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

To

1. All the Financial Commissioners in Haryana State.
2. All the Administrative Secretaries to Government Haryana.

U.O. No. 22/66/2000-3 GSIII,

Dated Chandigarh the 6th November, 2001

Endst No. 22/66/2000-3 GSIII,

Dated Chandigarh, the 6th November, 2001

A copy is forwarded to Member Secretary, Haryana Bureau of Public Enterprises for information and necessary action. They are requested to send the copy of these instructions to all the Boards/Corporations in the State of Haryana for taking necessary action.

Sd/-

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

No. 22/93/2002-3GSIII

From

The Chief Secretary to Government Haryana.

To

1. All the Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.
3. All the Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana.

Dated, Chandigarh, the 3rd June, 2002

Subject : — Reservation of posts for Scheduled Castes/Backward Classes/Ex-Servicemen under the services of Haryana State.

Sir,

I am directed to refer to Haryana Government letter No. 38/20/78-2GSI, dated 9.2.79, on the subject noted above and say that vide this State of Haryana formulated a policy of reservation. Main feature of the policy is that roster points of 100 posts was adopted and roster points of Scheduled Castes/Backward Classes/Ex-servicemen were fixed for their reservation. The roster points are being followed in promotion to the employee of Scheduled Castes category in Class-III and IV posts.

2. Hon'ble Supreme Court of India in Civil Appeal No. 4480 of 1990-S.R. Murthy Vs. State of Karnataka and Ors., and in other judgement delivered by Supreme Court of India in Post Graduate Institute of Medical Education and Research Chandigarh V. Faculty Association and Ors. JT 1998(3) SC 223 1993 (2) SLR 765 (SC) case has held that there cannot be any reservation in a single cadre post and application of roster for purpose of reservation in promotion/recruitment is not permissible and on the other hand the roster in reservation can operate if there is plurality of the posts in the cadre.

3. In view of the aforesaid judgements of Hon'ble Supreme Court and a reference from Law Department, the matter has been carefully examined and it has been decided that there will be no reservation in single cadre post either directly or by device or rotation of roster point and on the other hand the roster in reservation can operate if there is plurality of the posts in the cadre.

4. These instructions may kindly be brought to the notice of all concerned working under you for compliance.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Principal Secretaries and all the Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-

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

To

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

U.O. No. 22/93/2001-3 GSIII

Dated Chandigarh the 3rd June, 2002.

A copy is forwarded to all the Branch Officers/Superintendent/Deputy Superintendents of
Chief Secretary/F.C. office for information and necessary action.

Sd/-

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

To

All the Branch Officers/Superintendents/Deputy Superintendents
of Chief Secretary/F.C. Office.

U.O. No. 22/93/2001-3 GSIII

Dated Chandigarh the 3rd June, 2002.

No. 22/66/2000-3GSIII

From

The Chief Secretary to Government Haryana.

To

1. All the Heads of Departments in Haryana
2. Commissioners of Ambala, Hisar, Rohtak and Gurgaon Divisions, Haryana.
3. The Registrar, Punjab and Haryana High Court, Chandigarh.
4. All the Deputy Commissioners in Haryana and Sub-Divisional Officers (C) Haryana.

Dated, Chandigarh, the 15th November, 2002.

Subject : — Treating of backlog vacancies reserved for SCs & ST as a district group and non-applicability of 50% ceiling thereon.

Sir,

I am directed to invite your attention to Haryana Government letter No. 22/66/2000-3 GSIII, dated 6.11.2001 on the subject above (copy enclosed for facility of reference) and to say that it has been observed that the instructions contained therein are not being meticulously followed by all Departments. Government views such lapse seriously and reiterates the decision contained in the aforesaid letter for strict compliance.

These instructions may be brought to the notice of all concerned.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Principal Secretaries and all the Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-

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

To

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

U.O. No. 22/66/2000-3 GSIII

Dated Chandigarh the 15th November, 2002.

A copy is forwarded to the Principal Secretary/Private Secretaries to the Chief Minister/Ministers/
Ministers of State of information of the Chief Minister/Ministers/Ministers of State, Haryana.

Sd/-

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

To

The Principal Secretary/Secretaries/Private Secretaries
to Chief Minister/Ministers/Ministers of State, Haryana.

U.O. No. 22/66/2000-3 GSIII

Dated Chandigarh the 15th November, 2002.

Endst. No. 22/66/2000-3 GSIII

Dated Chandigarh the 15th November, 2002.

A copy is forwarded to Member Secretary, Haryana Bureau of Public Enterprises for information
and necessary action. They are requested to send the copy of these instructions to all the Boards/
Corporations in the State of Haryana for taking necessary action.

Sd/-

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

A copy is forwarded to all the Branch Officers/Superintendents/Deputy Superintendents of
Haryana Civil Secretariat/F.C. office for information and necessary action.

Sd/-

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

To

All the Branch Officers/Superintendents/Deputy Superintendents
of Haryana Civil Secretariat/F.C. Office.

U.O. No. 22/66/2000-3 GSIII

Dated Chandigarh the 15th November, 2002.

क्रमांक 22/50/2003-3जी.एस.।।।

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. हरियाणा के सभी विभागाध्यक्ष।
2. रोहतक, गुड़गांव, हिसार एवं अम्बाला मण्डलों के आयुक्त।
3. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय, चण्डीगढ़।
4. हरियाणा के सभी उपायुक्त।
5. रजिस्ट्रार महर्षि दयानन्द विश्वविद्यालय, रोहतक, कुरुक्षेत्र विश्वविद्यालय कुरुक्षेत्र, चौधरी चरण सिंह हरियाणा कृषि विश्वविद्यालय, हिसार, गुरु जम्भेश्वर विश्वविद्यालय, हिसार तथा चौधरी देवीलाल विश्वविद्यालय, सिरसा (हरियाणा)।
6. हरियाणा के सभी बोर्ड/निगम/सार्वजनिक उपक्रमों के सभी प्रबन्धक निदेशक।

दिनांक, चण्डीगढ़ : 30 अप्रैल, 2004

विषय : -- **हरियाणा राज्य से सन्दर्भ में केन्द्रीय सरकार द्वारा जारी अन्य पिछड़े वर्ग की सूची में नई प्रविष्टि/संशोधन करने बारे।**

महोदय,

मुझे निदेश हुआ है कि मैं आपका ध्यान सरकार द्वारा जारी की गई हिदायतें क्रमांक 22/36/95-3जी०एस०।।।, दिनांक 20-7-95 की ओर दिलाऊं तथा सूचित करूं कि पिछड़े वर्ग के ब्लाक बी की सूची में आरक्षण प्रदान करने हेतु क्रमांक 3 पर लोध, लोधा जाति शामिल की गई थी। सामाजिक न्याय एवं अधिकारिता मन्त्रालय भारत सरकार, नई दिल्ली ने अपने पत्र दिनांक 19-6-2003 द्वारा हरियाणा राज्य की अन्य पिछड़े वर्ग की केन्द्रीय सूची में लोध, लोधा जाति के साथ-साथ लोधी जाति भी शामिल कर दी है। सरकार ने विचारोपरान्त हिदायतें क्रमांक 22/36/95-3जी.एस. ।।।, दिनांक 20-7-95 में पिछड़े वर्ग की ब्लाक 'बी' की सूची के क्रमांक 3 में लोध, लोधा जाति के साथ लोधी जाति भी शामिल करने का निर्णय लिया है।

कृपया इन हिदायतों की दृढ़ता से पालना की जाए।

भवदीय,

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/50/2003-3 जी०एस० III

दिनांक : 30-4-2004

इसकी एक-एक प्रति निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की गई है :--

1. सचिव, हरियाणा लोक सेवा आयोग, चण्डीगढ़।
2. सचिव, हरियाणा कर्मचारी चयन आयोग, चण्डीगढ़।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

इसकी एक-एक प्रति हरियाणा सरकार के सभी वित्तायुक्तों एवं प्रधान सचिवों तथा सभी प्रशासकीय सचिवों को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी वित्तायुक्त एवं प्रधान सचिव तथा सभी प्रशासकीय सचिव,
हरियाणा सरकार।

अशा: क्रमांक 22/50/2003-3 जी. एस. III

दिनांक, 30-4-2004.

इसकी एक-एक प्रति मुख्य मंत्री के प्रधान सचिव/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्यमन्त्री के विशेष कार्याधिकारी को तथा मुख्यमन्त्री/मन्त्री/राज्यमन्त्रियों के निजी सचिवों को मुख्यमन्त्री/मन्त्री/राज्य मन्त्री, हरियाणा के सूचनार्थ प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

मुख्य मंत्री, के प्रधान/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्यमन्त्री के विशेष कार्याधिकारी को तथा मुख्यमन्त्री/मन्त्री/राज्य मन्त्रियों के निजी सचिवों को मुख्यमन्त्री/मन्त्री/राज्य मन्त्री, हरियाणा।

अशा: क्रमांक 22/50/2003-3 जी. एस. III

दिनांक: 30-4-2004.

पृ० क्रमांक 22/50/2003-3 जी. एस. III

दिनांक: 30-4-2004

इसकी एक प्रति सदस्य सचिव, हरियाणा सार्वजनिक उपक्रम ब्यूरो को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/50/2004-3जी.एस III

दिनांक: 30-4-2004

इसकी एक-एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है :--

1. निदेशक, स्थानीय निकाय हरियाणा (उनसे अनुरोध है कि इन हिदायतों को राज्य के सभी नगरपालिकाओं/निगमों तथा परिषदों को भेज दिया जाए)।
2. निदेशक, लोक सम्पर्क विभाग हरियाणा को इन हिदायतों को पर्याप्त प्रचार हेतु।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

इसकी पांच-पांच प्रतियां हरियाणा सिविल सचिवालय के सभी शाखा अधिकारियों/अधीक्षकों/उपाधीक्षकों तथा एफ०सी० कार्यालय सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी शाखा अधिकारी/अधीक्षक/उप-अधीक्षक हरियाणा सिविल सचिवालय/एफ.सी. कार्यालय।

अशा: क्रमांक 22/50/2003-3 जी.एस-III

दिनांक : 30-4-2004

पृ० क्रमांक 22/50/2003-3 जी०एस० II

दिनांक : 30-4-2004

इसकी एक-एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु भेजी जाती है।

1. प्रिंसीपल,
लेखा प्रशिक्षण संस्थान, 39-40 बेज, काडा भवन, सैक्टर-4,
पंचकुला।
2. प्रिंसीपल मण्डलीय,
प्रशिक्षण केन्द्र, एस.सी.ओ. नं. 11,
सैक्टर-16, पंचकुला।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

No. 22/41/2005-3GSIII

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.
3. All Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana.
Dated Chandigarh, the 8-3-2006

Subject:- Filling of backlog of Scheduled Castes & Backward Classes in the services of Haryana Government/Public Sectors Undertakings/Universities etc.

Sir,

I am directed to refer to the subject noted above and the instructions issued from time to time and to say that the matter regarding filling up of backlog of Scheduled Castes/Backward Classes in the services of Haryana Govt./Public Sectors Undertakings/Universities etc. has been under consideration of the Government for some time past. Now, after careful consideration of the matter it has been decided by the Government to fill up the backlog of Scheduled Castes/Backward Classes for Group A, B & C posts only in relaxation of the ban on filling up vacancies imposed by the Finance Department *vide* U.O. No. 5/6/2002-1B&C, dated 2-1-2003. As the number of Group-C posts are sizable, the filling up backlog of vacancies in this Group may be taken up over a period of two years.

2. You are, therefore, requested to take further necessary action in the matter accordingly. Finance Department have conveyed their concurrence *vide* their U.O. No. 5/1/2006-1B&C, dated 7-2-2006 to the above.

Yours faithfully

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/Commissioners and Secretaries to Government Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners and Principal Secretaries/
Commissioners & Secretaries to Govt. Haryana.

U.O. No. 22/41/2005-3GSIII

Dated Chandigarh, the 8-3-2006

Endst. No. 22/41/2005-3GSIII

Dated Chandigarh, the 8-3-2006

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh with the request to bring these instructions to the notice of all the Boards/Corporations and Public Undertakings for information/necessary action and strict compliance.

Sd/-

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

No. 22/33/2007-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All the Financial Commissionaires & Principal Secretaries to Government, Haryana.
2. All Heads of Departments in Haryana,
3. The Registrar,
Punjab & Haryana High Court, Chandigarh.
4. The Commissioners, Ambala, Hisar, Gurgaon and Rohtak Divisions.
5. All the Deputy Commissioners of the State.
6. All Chief Administrators/Managing Directors of Boards/ Corporations/
Public Sector Undertakings.

Dated Chandigarh, the 24-9-2008

Subject:- Reservation of posts for Scheduled Castes / Backward Classes / Ex-servicemen under the services of Haryana State.

Sir,

I am directed to refer to Haryana Govt. letter No. 38/20/78-2GS-I dated 9.2.1979 on the subject noted above *vide* which State of Haryana formulated a policy of reservation. Main feature of the policy is that roster points of 100 posts was adopted and roster points of Scheduled Castes/Backward Classes/ Exservicemen were fixed for their reservation. The roster points are being followed in direct recruitment/promotion to the employee of Scheduled Castes category in Class III and IV posts. Further, State Government *vide* its instructions/letter No. 22/46/85- 3GS-III dated 22.8.1985 decided that roster will not be followed at the roster point where the prescribed percentage of reservation of that particular category has already been reached. That roster point of reservation will be extinguished. The roster shall, however, be revived as soon as the percentage of reservation falls below the prescribed percentage. The roster will be revived at the next point of reservation and in case, if at the next point also, there is an excess in the reservation percentage, the revival of the roster will be postponed to the next point of reservation and soon.

2. Hon'ble Supreme Court of India in Writ Petition (Civil) No. 79 of 1979 - R.K. Sabharwal & Ors. Vs. State of Punjab and Ors. has passed orders that when all the roster points in a cadre are filled the required percentage of reservation is achieved and the total cadre has full representation of the Scheduled Castes/Tribes and Backward Classes in accordance with the reservation policy, the vacancies arising thereafter in the cadre are to be filled from amongst the category of persons to whom the respective vacancies belong.

3. In view of the aforesaid judgements of the Hon'ble Supreme Court the matter has been examined carefully and it has been decided that once the total cadre has full representation of the

Scheduled Castes/Tribes and Backward Classes in accordance with the reservation policy, concept of replacement theory is to be adopted. For example, if the post is vacated by Scheduled Caste candidate, the same is to be filled up from Scheduled Castes category. Similarly, if the post is vacated by General or Backward Classes category the same is to be filled up from the respective category. It is, however, made clear that this replacement theory will be applicable only where there are four or more posts in a cadre.

Yours faithfully

Sd/-

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

Endst. No. 22/33/2007-3GS-III

Dated Chandigarh, the 24-9-2008

A copy is forwarded to State Informatics Officer (NIC) Haryana Civil Secretariat, Chandigarh for uploading on the website of the State Government.

Sd/-

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

TO BE SUBSTITUTED FOR THE LETTER BEARING SAME NUMBER & DATE.

No. 22/33/2007-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All the Financial Commissioners & Principal Secretaries to Government, Haryana.
2. All Heads of Departments in Haryana,
3. The Registrar,
Punjab & Haryana High Court, Chandigarh.
4. The Commissioners, Ambala, Hisar, Gurgaon and Rohtak Divisions.
5. All the Deputy Commissioners of the State.
6. All Chief Administrators/Managing Directors of Boards/ Corporations/
Public Sector Undertakings.

Dated Chandigarh, the 24.9.2008/22.10.2008

Subject:- **Reservation of posts for Scheduled Castes / Backward Classes I Ex-servicemen under the services of Haryana State.**

Sir,

I am directed to refer to Haryana Govt. letter No. 38/20/78-2GS-I dated 9.2.1979 on the subject noted above *vide* which State of Haryana formulated a policy of reservation. Main feature of the policy is that roster points of 100 posts was adopted and roster points of Scheduled Castes/ Backward Classes/ Ex-servicemen were fixed for their reservation. The roster points are being followed in direct recruitment/promotion to the employee of Scheduled Castes category in Class III and IV posts. Further, State Government *vide* its instructions/letter No. 22/46/85-3GS-III dated 22.8.1985 decided that roster will not be followed at the roster point where the prescribed percentage of reservation of that particular category has already been reached. That roster point of reservation will be extinguished. The roster shall, however, be revived as soon as the percentage of reservation falls below the prescribed percentage. The roster will be revived at the next point of reservation and in case, if at the next point also, there is an excess in the reservation percentage, the revival of the roster will be postponed to the next point of reservation and so on.

2. Hon'ble Supreme Court of India in Writ Petition (Civil) No. 79 of 1979 - R. K. Sabharwal & Ors. Vs. State of Punjab and Ors. has passed orders that when all the roster points in a cadre are filled the required percentage of reservation is achieved and the total cadre has full representation of the Scheduled Castes/Tribes and Backward Classes in accordance with the reservation policy, the vacancies arising thereafter in the cadre are to be filled from amongst the category of person to whom the respective vacancies belong.

3. In view of the aforesaid judgements of the Hon'ble Supreme Court the matter has been examined carefully and it has been decided that once the total cadre has full representation of the

Scheduled Castes/Tribes and Backward Classes in accordance with the reservation policy, concept of replacement theory is to be adopted. For example, if the post is vacated by Scheduled Caste candidate, the same is to be filled up from Scheduled Castes category. Similarly, if the post is vacated by General or Backward Classes category the same is to be filled up from the respective category. It is, however, made clear that this replacement theory will be applicable only where there are four or more posts in a cadre and in case where there are 2 or 3 posts in a cadre, roster shall be operated.

Yours faithfully

Sd/-

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

Endst.No. 22/57/2007-3GS-III

Dated Chandigarh, the 24.9.2008/22.10.2008

A copy is forwarded to State Informatics Officer (NIC) Haryana Civil Secretariat, Chandigarh for uploading on the website of the State Government.

Sd/-

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

CHAPTER-II
(INSTRUCTIONS ON SCHEDULED CASTES)

क्रमांक 1257-2 जी०एस०-I-75/7995

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

- (1) हरियाणा के सभी विभागाध्यक्ष, आयुक्त अम्बाला तथा हिसार मण्डल, सभी उपायुक्त तथा उपमण्डल अधिकारी।
- (2) रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय तथा हरियाणा के सभी जिला एवं सत्र न्यायाधीश।

दिनांक चण्डीगढ़ 25 मार्च, 1975

विषय:- योग्यता (मैरिट) पर चयन किए गए अनुसूचित जाति/अनुसूचित आदिम जाति के उम्मीदवारों को उनके लिए आरक्षित कोटे के प्रयोजन के लिए गिना जाना-स्पष्टीकरण।

महोदय,

उपरोक्त विषय पर आपको सम्बोधित करते हुए मुझे यह कहने का निदेश हुआ है कि कुछ समय पूर्व से सरकार के पास यह प्रश्न विचाराधीन रहा है कि अनुसूचित जातियों के सदस्यों को आरक्षण देते समय आरक्षित पदों में से उतनी पोस्टें घटा दी जानी चाहिए जितनी अनुसूचित जातियों के उम्मीदवार योग्यता (मैरिट) के आधार पर ले लिए गए हैं। इस बारे में यह बताया जाता है कि आरक्षण की नीति का ध्येय यह है कि एक खास प्रतिशतता तक आरक्षित जातियों के उम्मीदवार सरकारी सेवा में आ सकें। यदि सरकार द्वारा अपनाई गई नीति के फलस्वरूप कुछ आरक्षित जातियों के उम्मीदवार अपनी मैरिट के आधार पर सेवाओं में चुन लिए जाते हैं तो ऐसे उम्मीदवारों की संख्या आरक्षित रिक्तियों की संख्या से निकाल दी जानी चाहिए अर्थात् उस हद तक आरक्षित रिक्तियों की संख्या कम कर दी जानी चाहिए। इस प्रकार यदि पदोन्नति द्वारा पद को हरियाणा सरकार के परिपत्र क्रमांक 5874-एस० डब्ल्यू-I-71/21351-413, दिनांक 10-12-71 अनुसार अनुसूचित जातियों तथा पिछड़े वर्गों से संबंध रखने वाले कर्मचारियों से आरक्षण के आधार पर भरा जाना है, और वरिष्ठता के अनुसार अनुसूचित जाति से संबंध रखने वाले कर्मचारी की बारी पदोन्नति की आ जाती है और उस समय अनुसूचित जाति के कर्मचारियों के लिए हिदायतों अनुसार पदोन्नति में कोई आरक्षण नहीं दिया जाता है तो अनुसूचित जाति से संबंध रखने वाले उम्मीदवार को सामान्य पद के ऊपर पदोन्नति दे दी जाए, परन्तु बाद में उन सभी सामान्य पद पर अनुसूचित जातियों के कर्मचारियों को पदोन्नत कर दिया गया है, कम कर दिया जाए।

2. आपसे अनुरोध किया जाता कि उपरोक्त हिदायतें अपने अधीन कार्य कर रहे सभी कर्मचारियों के नोटिस में कठोरता से पालन किए जाने के लिए लाई जानी चाहिए।

कृपया हिदायतों की पावती भेजी जाए।

उप सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

एक प्रति:

- (1) वित्तायुक्त राजस्व, हरियाणा सरकार।
- (2) सभी प्रशासकीय सचिव, हरियाणा सरकार।

को सूचनार्थ तथा आवश्यक कार्यवाही के लिए भेजी जाती है।

उप सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

- (1) वित्तायुक्त राजस्व, हरियाणा सरकार।
- (2) सभी प्रशासकीय सचिव, हरियाणा सरकार।

प्रशासकीय क्रमांक 1257-2जी०एस०-I-75,

दिनांक चण्डीगढ़ 25 मार्च, 1975

No. 38776/2 G.S-I.-75/29249

From

The Chief Secretary to Govt.,
Haryana.

To

1. All Heads of Departments, Commissioners of Ambala and Hisar Divisions.
All Deputy Commissioners and all Sub Divisional Officers (Civil) in Haryana.
2. The Registrar, Punjab and Haryana High Court and all District and Sessions Judges
in Haryana.

Dated Chandigarh, the 9th October, 1975.

Subject :—Status of—

- (i) **a child whose one parent belongs to a member of the Scheduled Castes/Scheduled Tribes;**
- (ii) **a woman from High Caste family marrying a member of the Scheduled Castes/Tribes.**

Sir,

I am directed to address you on the subject cited above to say that the matter regarding the status of child whose one parent is a member of Scheduled Castes/Tribes and the status of woman from a High Castes family marrying a member of the Scheduled Castes/Tribes has been engaging the attention of the Government for some time past. In this connection, the legal position is explained below for information and guidance : —

When the mother of a child is a member of the Schedule Castes/Tribes, but the child is accepted by the Community of his father and brought up in the surroundings of his father's relation.

In such a case, the child cannot be treated as a member of the Scheduled Castes/Tribes and cannot get any benefit as such.

When the member belongs to a higher caste and the father is a member of the Scheduled Castes/Tribes, the father may remain away from his community and the child may be brought up, in differeny surroundings under the disfluence of his mother's relations and members of her community.

In such a case too, the child cannot be treated as a member of the Scheduled Castes/Tribes and cannot get any benefit as such.

When a child irrespective of the fact whether the father or the mother is a member of Scheduled Castes/Tribes is brought up in the Scheduled Castes/Tribes Community as a member of such community.

In such a case the child has to be treated as a member of the Scheduled Castes/Tribes and should be entitled to receive benefits as such:—

When a Women belonging to a High Caste family married a member of the Scheduled Castes/Tribes.

In such a case the women does not become a member of the Scheduled Castes/Tribes and cannot get any benefits as such.

2. Kindly acknowledge receipt of this letter.

Yours faithfully,

Sd/-

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

A copy is forwarded for information and necessary guidance to :—

- (1) The Financial Commissioner, Haryana.
- (2) All Administrative Secretaries to Govt., Haryana.

Sd/-

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

To

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

U.O.No. 3877-2GS-I-75

Dated Chandigarh, 9.10.1975.

Subject: Fourth Report of the Committee on the Welfare of Scheduled Castes, and Scheduled Tribes, presented to Haryana Vidhan Sabha on 29-3-79 Recommendation regarding relaxation in experience.

IMMEDIATE

Will the Administrative Secretaries to Government, Haryana kindly refer to the subject noted above.

2. In their 4th report, the Committee on the Welfare of Scheduled Castes and Scheduled Tribes made the following recommendation :—

“The Committee feel that Government may not relax the academic qualifications for the posts reserved for the persons belonging to Scheduled Castes but the conditions of experience required for the post should be relaxed for the Scheduled Castes/ Scheduled Tribes candidates.”

The above recommendation is under consideration of this Department. It has been decided that the extent position regarding provision about experience in various Service Rules may be ascertained and the comments of the Departments on the proposal to relax experience, qualifications may also be obtained. It is, therefore, requested that information as in the enclosed statement may kindly be sent to this Department within 10 days at the latest.

Sd/-
Joint Secretary, General Administration,
for Chief Secretary to Government, Haryana.

To

All Administrative Secretaries to Govt., Haryana Chandigarh.

U.O. No. 22/55/81-3-GS-III

Dated Chandigarh, the 21-8-81.

No. 22/58/81-3GS11

From

The Chief Secretary to Government, Haryana.

To

1. The Managing Director, Haryana Harijan Kalyan Nigam, Chandigarh.
 2. The Managing Director, Haryana Agro Industries Corporation, Chandigarh.
 3. The Managing Director, Haryana Financial Corporation, Chandigarh.
 4. The Managing Director, Haryana Dairy Development Corporation, Chandigarh.
 5. The Managing Director, Haryana State Industrial Development Corporation, Chandigarh.
 6. The Secretary, Haryana Housing Board, Chandigarh.
 7. The Managing Director, Haryana State Agriculture Marketing Board, Chandigarh.
 8. The Secretary, Haryana State Electricity Board, Chandigarh.
 9. The Managing Director, Haryana Ware-Housing Corporation, Chandigarh.
 10. The Managing Director, Haryana State Minor Irrigation (Tubewells) Corporation, Chandigarh.
 11. The Managing Director, Haryana State Federation of Sugar Mills Ltd., Chandigarh.
 12. The Managing Director, Haryana Breweries. Ltd., Chandigarh.
 13. The Managing Director, Haryana Tanneries Ltd., Chandigarh.
 14. The Managing Director, Haryana Minerals Ltd., Chandigarh.
 15. The Managing Director, Haryana Matches Ltd., Chandigarh c/o Haryana State Industrial Development Corporation Ltd., Chandigarh.
 16. The Managing Director, Haryana Television Ltd., Faridabad.
 17. The Managing Director, Haryana Concast Ltd., Hissar.
 18. The Managing Director, Haryana Small Industries & Export Corporation, Chandigarh.
 19. The Managing Director, Haryana Tourism Corporation, Chandigarh.
 20. The Managing Director, Haryana State Handloom and Handicraft Corporation, Chandigarh.
 21. The Managing Director, Haryana Land Reclamation & Development Corporation, Chandigarh.
 22. The Chief Administrator, Haryana Urban Development Authority, Chandigarh.
 23. The Managing Director, Haryana Apex Handloom Corporative Ltd., Panipat.
 24. The Managing Director, Khitria Gramin Bank Ltd., Bhiwani, Gurgaon.
 25. The Secretary, Haryana Khadi and Village Industries Board, Chandigarh.
-

26. The Secretary, Haryana State Board for Prevention & Control of Water Pollution, Chandigarh.
27. The Managing Director, Haryana State Federation Consumer Co-operative Wholesale Stores Ltd., Chandigarh.
28. The Managing Director, Haryana Dairy Development Co-operative Federation, Chandigarh.
29. The Managing Director, Haryana Seeds Development Corporation Ltd., Chandigarh.
30. The Secretary, Haryana Education Board, Bhiwani.
31. The Registrar, Maharishi Dayanand University, Rohtak.
32. Registrar, Kurukshetra University, Kurukshetra.
33. Registrar, Agriculture University, Hissar.

Dated Chandigarh, the 14th October, 1981.

Subject—Reservation for members of Scheduled Castes etc. in the services under the Public Sector Undertakings/Autonomous Bodies.

Sir.

I am directed to say that the committee on the Welfare of Scheduled Castes and Scheduled Tribes in their 4th Report presented to the Haryana Vidhan Sabha on 29-3-79 have *inter alia*, observed as follows :—

“By and large the reservation policy as laid down by the Government is not being followed by the Public Sector Undertakings and other Autonomous Bodies in the State. Keeping in view the overall very low representation of Scheduled Castes in these Bodies, the Committee are constrained to draw an irresistible conclusion that it is a negation of employment opportunities to the weaker section of the society viz. Scheduled Castes. The Govt. should ensure that reservation policy as laid down by it should be followed strictly in letter and spirit by all Public Sector Undertakings and Autonomous Bodies. To achieve the object in view, all hurdles including the legal ones, if any, be removed expeditiously by making suitable provisions in the relevant statutes or Articles of Association of the respective bodies.

2. In this connection, your attention is invited to the State Government circular letters noted in the margin. The State Government is committed to ensure the implementation of the reservation policy framed for the employment of the various reserved categories including the Scheduled Castes so that their representation in the various services under the States Govt. as well as in the Public Sector Undertakings and Autonomous Bodies comes up to the prescribed percentage. The State Govt. has, therefore, decided to accept the above mentioned recommendation of the Committee. Accordingly it is reiterated that the policy of the State Government in regard to reservation for various categories of persons including those belonging to the Scheduled Castes for

1) No. 6919-SW-1-72/ 21138-55, Dated 13-12-72
2) No. 22/43/80-3GSIII, Dated 17-6-80
3) No. 24/17/80-3GS III, Dated 14-1-81

employment in your Organisation should be meticulously implemented and all necessary steps as suggested by the Committee taken.

Yours faithfully,

Sd/-

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

Endst. No.22/58/81-3GSIII

Dated, Chandigarh the 14th Oct., 1981.

A copy is forwarded for information to the :—

1. Director, Scheduled Castes and Backward Classes Welfare, Haryana, Chandigarh.
2. Director, Employment Haryana, Chandigarh.

Sd/-

Under Secretary, General Administration,
for Chief Secretary to Government, Haryana

Endst. No. 22/58/81-3G3III

Dated Chandigarh, the 14th Oct., 1981.

A copy is forwarded to the Registrar, Cooperative Societies, Haryana with the request that all Government Co-operative Undertakings (viz. Sugar Mills and Cooperative Banks etc.) under the control of the Co-operative Department, may kindly be instructed under intimation to Government, to follow the instructions of the State Government, in the matter of reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen meticulously.

Sd/-

Under Secretary, General Administration,
for Chief Secretary to Government, Haryana

A copy is forwarded to:-

1. The Financial Commissioner, Revenue Haryana, and
 2. All Administrative Secretaries to Government, Haryana for information and necessary action.
2. (For Local Government & Development Department).

It is requested that all Local Bodies like Municipal Committees, Tehsil Samities and Zila Parishads etc. may also be asked under intimation to Govt. to follow the policy of State Govt. in the matter of reservation of posts for Scheduled Castes, Backward Classes and Ex-Servicemen, meticulously.

Sd/-

Under Secretary, General Administration,
for Chief Secretary to Government, Haryana

To

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

U. O. No. 22/58/81-3GSIII

Dated Chandigarh, the 14th Oct., 1981.

MOST IMMEDIATE**DATE BOUND**

Subject: Fourth Report of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes, presented to Haryana Vidhan Sabha on 29-3-79 Recommendation regarding relaxation in experience qualification.

Will the Administrative Secretaries to Government, Haryana kindly refer to the subject noted above ?

2. In their 4th report, Committee on the Welfare of Scheduled Castes and Scheduled Tribes made the following recommendation:—

“The Committee feel that Government may not relax the academic qualifications for the posts reserved for the persons belonging to Scheduled Castes but the conditions of experience required for the post should be relaxed for the Scheduled Castes/Scheduled Tribes candidates.”

The above recommendation is under consideration of this Department. However, before a decision is taken, the views of all the Administrative Secretaries to Government, Haryana, are required in the matter. With this end in view, it is requested that the information as required vide the following questionnaire may kindly be sent to this Department (within four days) at the latest:

1. Name of the Department.
 2. Whether relaxation in experience, qualification as prescribed in the service rules of the Department, should be made in the case of the members of Scheduled Castes in direct recruitment ?
 3. Whether the relaxation in experience, qualification should also cover members of other categories such as Backward Classes, Ex-servicemen and handicapped etc., for whom reservation in services posts under the State Government is admissible ?
 4. Whether it is necessary to make a provision for the proposed relaxation in experience qualification in the service rules ?
-
-

5. The existing provision, if any, with regard to relaxation in experience qualification in the service rules relating to different service rules in the Department ?

Sd/-
Joint Secretary General Admn.,
for Chief Secretary to Government,
Haryana, Chandigarh.

To

All Administrative Secretaries to Government, Haryana, Chandigarh.

U.O. No. 22/55/81-3GSIII

Dated Chandigarh, the 17/18-3-1982.

No. 22/84/82-3GS III

From

Chief Secretary to Government, Haryana,
Chandigarh.

To

1. All Heads of Departments,
Commissioner Ambala & Hissar Divisions.
2. The Registrar, Punjab & Haryana High Court,
Chandigarh and all District & Session Judges
in Haryana.
3. All the Deputy Commissioners in Haryana, and
4. All S.D.O. (Civil) in Haryana.

Dated Chandigarh, the 10th September, 1982.

Subject : Extracts of the proceedings of the meetings of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes of Haryana Vidhan Sabha, held on 26-8-1982 Implementation of.

Sir,

I am directed to refer to Haryana Government instructions contained in letter No. 22/41/82-3G.S. III, dated 21-6-1982 and to say that it has been observed by the Committee on Welfare of Scheduled Castes and Scheduled Tribes of Haryana Vidhan Sabha in their meeting held on 26-8-82 that even after 35 years of independence, the candidates belonging to the Scheduled Castes have not got their due reservation in class III posts. The matter has been considered by Government and it has been decided that the shortfall in the reserved quota of the posts should be made up under intimation to the said Committee at the earliest.

2. The receipt of this communication may please be acknowledged.

Yours faithfully,

Sd/-

Joint Secretary, General Admn.,
for Chief Secretary to Govt., Haryana

A copy is forwarded to the Financial Commissioner, Revenue and All Administrative Secretaries, Haryana, for information and necessary action.

Sd/-

Joint Secretary, General Admn.,
for Chief Secretary to Govt., Haryana

To

The Financial Commissioner, Revenue, and

All Administrative Secretaries to the Government, Haryana.

U.O. No 22/84/82-3GS III

Dated 10-9-1982

Endst. No. 22/84/82-3GS III

Dated 10-9-1982

A copy is forwarded to the Secretary, Haryana Vidhan Sabha for information.

2. He is requested to bring these instructions to the notice of Hon'ble Committee.

Sd/-

Joint Secretary, General Admn.,
for Chief Secretary to Govt., Haryana

No. 4/76/78-SW (1)

From

The Commissioner & Secretary to Govt. Haryana,
Welfare of Scheduled Castes & Backward Classes Department

To

1. All the Heads of Departments in Haryana and Commissioner Ambala/Hisar Division.
2. All the Deputy Commissioners and all the Sub-Divisional Officers (Civil) in Haryana.
3. The Registrar Punjab and Haryana High Court at Chandigarh.

Dated, Chandigarh, the 13-9-1984

Subject :— Verification of claim of candidates belonging to Scheduled Castes and Scheduled Tribes and migrants from State/Union Territories form of Certificate Amendment to.

Sir,

I am directed to refer to Haryana Government circular letter No. 4/76/78-SW(1) dated 18th August, 1983 on the subject noted above and to say that the form of Scheduled Castes/Scheduled Tribes certificate enclosed with the aforesaid letter for migrated persons has been further revised consequent upon coming into force of the Scheduled Castes and Scheduled Tribes orders (Amendment) Act, 1976 and keeping in view the difficulty being experienced by the persons belonging to Scheduled Castes and Scheduled Tribes in obtaining community certificates on migration from their State of origin to another for the purpose of employment education etc. the revised caste/tribe form of certificate is enclosed herewith which will be applicable to both migrated as well as State domicile person. The instructions issued by the State Govt. from time to time on the subject regarding proper verification will continue. It is however clarified that the Scheduled Castes/Scheduled Tribes persons on migration from the state of his origin to another state will not lose his status as Scheduled Castes/Scheduled Tribes but he will be entitled to the concessions/benefits admissible to the Scheduled Castes/Scheduled Tribes from the State of his origin and not from the state where he has migrated.

2. All the competent authorities in the State are hereby advised to issue the Scheduled Castes/Scheduled Tribes certificates on the revised form which will be applicable for both state as well as migrated persons henceforth after satisfying themselves of correctness of the certificate after proper verification based on average records. The list of the competent authorities empowered and incorporated the form may please be followed strictly.

Sd/-

Deputy Secretary,
for Commissioner to Secretary to Government, Haryana,
Welfare of Scheduled Castes & Backward Classes
Department.

Form of certificate to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribes in support of his claim.

FORM OF CASTE CERTIFICATE

This is to certify that Shri/Smt./Kumari _____
 _____ son/daughter of _____ of village/town
 _____ in _____ District/Division
 _____ of the State/Union Territory
 _____ belonging to the
 _____ Caste/Tribe which is recognised as a Scheduled
 Caste/Scheduled Tribe.

Under :—

The constitution (Scheduled Castes) order, 1950.

The constitution (Scheduled Tribes) order, 1950.

The constitution (Scheduled Caste) (Union Territories) order, 1951.

The constitution (Scheduled Tribes) (Union Territories) order, 1951.

(As amended by the Scheduled Castes and Scheduled Tribes lists (modification) order, 1956, the Bombay Reorganisation Act, 1960.

The Punjab Reorganisation Act, 1966 the State of Himachal Pradesh Act, 1970 the North Eastern Areas (Reorganisations) Act, 1971 and the Scheduled Castes and Scheduled Tribes orders (Amendment) Act, 1976.

The constitution (Jammu & Kashmir) Scheduled Castes order, 1956.

The constitution (Andaman and Nicobar Islands) Scheduled Tribes order, 1959 as amended by Scheduled Castes and Scheduled Tribes order (Amendment) Act, 1970.

The constitution (Dadra and Nagar Haveli) Scheduled Castes order, 1962.

The constitution (Dadra and Nagar Haveli) Scheduled Tribes order, 1962.

The constitution (Pondicherry) Scheduled Castes order, 1964.

The constitution (Scheduled Tribes) (Uttar Pradesh), 1967.

The constitution (Goa Daman and Diu) Scheduled Castes order, 1960.

The constitution (Goa Daman and Diu) Scheduled Tribes order, 1968.

The constitution (Nagaland) Scheduled Tribes order, 1970.

The constitution (Sikkim) Scheduled Tribes order, 1978.

The constitution (Sikkim) Scheduled Castes order, 1978.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Smt. _____ father/mother of Shri/Kumari _____ of village/town _____ in District/Division _____ the State/Union Territory _____ who belongs to the _____ Castes/Scheduled Tribes which is recognised as a Scheduled Caste/Scheduled Tribes in the State/Union Territory _____ issued by the _____ (Name of prescribed authority) vide their No. _____ Dated _____.

Shri/Smt./Kumari _____ and of his/her family ordinarily residence in village/town _____ of _____ District/Division State/Union Territory of _____.

Signature _____

Designation _____

(with Seal of Officer)

State/Union Territory _____

From _____

To _____

Delete the paragraph which is not applicable.

Please delete the words which are not applicable.

Please quote specific presidential order.

Note :— The term “ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the Peoples Act, 1950.

List of authorities Backward to issue Scheduled Castes/Scheduled Tribes Certificate :

Magistrate 1st Class/C.A. to DC now redesignated as City Magistrate.

No. 22/32/84-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala and Hisar Divisions, all Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar,
Punjab and Haryana High Court,
Chandigarh and all District & Sessions Judges in Haryana.

Dated, Chandigarh, the 20-9-1984.

Subject :— 9th Report of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes of Haryana Vidhan Sabha Implementation of the recommendations of the Committee relating to the Implementation of the recommendations of the Commissioner for Scheduled Castes and Scheduled Tribes.

Sir,

I am directed to address you on the above cited subject and to say that the Committee on Welfare of Scheduled Castes and Scheduled Tribes has observed in its 9th Report that no department of the State Government supplied the information and cared to comply with the recommendations contained in the 27th report of the Commissioner for Scheduled Castes and Scheduled Tribes and a result of which the Committee was unable to take further action on it and examine the concerned department.

2. The matter has been considered and it has been decided that the recommendation of the Committee should be implemented by all the departments well in time.
3. The above instructions may be brought to the notice of all concerned, for strict compliance, in future.

Yours faithfully,

Sd/-

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

A copy is forwarded to the Financial Commissioners, Commissioners and Administrative Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

All Financial Commissioners/Cammissioners and Administrative Secretaries to Govt.
Haryana.

U.O. No. 22/32/84-3 GS-III

Dated, Chandigarh, the 20-9-1984.

No. 22/32/84-3GS-III

Dated, Chandigarh, the 20-9-1984.

A copy is forwarded to the :—

1. Secretary, Haryana Vidhan Sabha; and
2. The Director, Welfare of Scheduled Castes and Backward Classes,
Haryana.

with reference to (1) his letter No. 26/Wel-Sch./83/84/13898-937 dated 5-4-84; and (2) her memo No. EC/84-14654-59, dated 26-7-84 for information.

Sd/-

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

No. 22/32/84-3GS-III

From

The Chief Secretary to Govt. Haryana.

To

1. All Heads of Departments, Commissioners Ambala and Hissar Divisions, All Deputy Commissioners and All Sub Divisional Officers (Civil) in Haryana State; and
2. The Registrar,
Punjab and Haryana High Court, Chandigarh, All Distt. and Sessions Judges in Haryana.

Dated, Chandigarh, the 7-11-84.

Subject : Observations of Committee on Welfare of Scheduled Castes and Scheduled Tribes of Haryana Vidhan Sahha. To make the shortfalls.

Sir,

I am directed to refer to the subject noted above and to say that the Committee on Welfare of Scheduled Castes and Scheduled Tribes in their meeting held on 4-7-84 has pointed out with great concern that the reservation quota was not fulfilled in any department. The matter has been considered by the State Govt., and it is emphasized once again that earnest efforts should be made to make up the shortfall in the representation of Scheduled Castes.

These instructions may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

A copy each is forwarded to All Financial Commissioners and Administrative Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

All Financial Commissioners and Administrative Secretaries to Govt. Haryana.

U.O. No. 22/32/84-3GS-III

Dated, Chandigarh, the 7-11-84

No. 22/32/84-3GS-III

Dated, Chandigarh, the 7-11-84

A copy is forwarded to All Managing Directors of Boards/ Corporations, etc. in Haryana

for information and necessary action.

Sd/-

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

No 22/32/84-3GS-III

Dated, Chandigarh, the 7-11-84

A copy is forwarded to the Secretary Haryana Vidhan Sabha with reference to his letter
No. 21-Wel.Seh./1984/22920 dated 30-7-84 for information.

Sd/-

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

No. 22/28/89-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners,
Ambala & Hisar Divisions, All Deputy Commissioners &
Sub Divisional Officers (Civil) in Haryana.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 7th September, 1989.

Subject :— Ban on dereservation in direct recruitment to vacancies under the Government.

Sir,

- | |
|----------------------------------|
| 1. 38/20/78-2GS-II dt. 9-2-79 |
| 2. 4/12/79-3GS-III dt. 18-9-79 |
| 3. 4/20/79-3GS-III dt. 8-5-80 |
| 4. 24/17/80-3GS-III dt. 16-12-80 |
| 5. 22/46/85-3GS-III dt. 22-8-85 |
| 6. 22/2/87-3GS-III dt. 11-8-88 |

I am directed to refer to Haryana Govt. instructions noted in the margin regarding reservation of posts for Scheduled Castes, Backward Classes, Ex-Servicemen and physically handicapped persons in the service of the Haryana State and to say that with a view to protecting the interest of SC/ST communities and to ensure that the posts reserved for them are filled up only by candidates belonging to these communities.

Government has decided that where candidates belonging to Scheduled Castes/Scheduled Tribes are not available to fill up the vacancies reserved for them in direct recruitment, inspite of required number of advertisements i.e. two/three advertisements, the vacancies shall not be filled up by candidates other than belonging to these communities. This would mean that there will be no dereservation of vacancies meant for Scheduled Castes/Scheduled Tribes to be filled in by direct recruitment. This decision will be applicable on the vacancies meant for Scheduled Castes/Scheduled Tribes existing on and arising after 1-4-89.

2. It has further been decided that in case of direct recruitment to the vacancies meant for Scheduled Castes and Scheduled Tribes in Class-I services in rare and exceptional cases whereafter the no availability of suitable Scheduled Castes/Scheduled Tribes Candidates, the posts can not be allowed to remain vacant in public interest, the Administrative Department will put up a proposal with full justification for dereservation before the Committee of Secretaries of the State Government, comprising of Chief Secretary, Finance Secretary and concerned Administrative Secretary. Only after obtaining the approval of this Committee, the vacancy(s) may be filled up by the candidates not belonging to the Scheduled Castes and Scheduled Tribes Candidates.

3. The other condition laid down in the Govt's. instructions noted in the margin will remain the same.
4. These instructions may be brought to the notice of all concerned working under you for strict compliance.
5. Receipt of this Communication may kindly be acknowledged.

Yours faithfully,
Sd/-
Under Secretary, General Administration,
for Chief Secretary to Government, Haryana.

No. 22/15/90-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Financial Commissioners, Commissioners and all Administrative Secretaries to Govt. Haryana.
2. All Heads of Departments, Commissioners of the Divisions, All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana State.
3. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 7-6-90.

Subject :— Oral Examination by the Haryana Vidhan Sabha Committees and Supply of information.

Sir,

I am directed to invite your attention to the subject noted above and to say that the Committee of Haryana Vidhan Sabha on the Welfare of SC/ST has observed in its 15th Report that officers while coming for oral examination before the Committee do not come well prepared for oral examination. This is a serious matter and Govt. views it with concern.

2. You are therefore, requested to ensure that officers who appear before the Committees of Haryana Vidhan Sabha for oral examination go fully prepared and well acquainted with the background of the matter alongwith all relevant record.
3. The Committee has also pointed out the Departments do not send the information asked for by it in time and repeated reminders have to be issued. You are requested to ensure that requisite information is supplied to the Committee on priority basis.
4. Any disregard of these instructions in future will be viewed seriously.

Yours faithfully,

Sd/-

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

No. 22/32/91-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Financial Commissioners, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.
Dated, Chandigarh, the 12th June, 1991.

Subject :— **Oral examination by the Haryana Vidhan Sabha Committee and Supply of information.**

Sir,

I am directed to invite your attention to Haryana Government letter No. 22/15/90-3GSIII, dated 7-6-90 on the subject noted above and to say that the Committee of Haryana Vidhan Sabha on the welfare of Scheduled Castes/Scheduled Tribes has pointed out that some of the Departments had not supplied the required information inspite of the instructions of Government nor come prepared for oral examination for which they had to be orally examined. This is a serious matter and Government views it with great concern.

2. It is, therefore, again requested that the information asked for by the Committee should be supplied on the Top Priority basis and for oral examination the officers should go well prepared before the Committee.

3. This may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/56/91-3 GS III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Department's, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All the Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 23rd April, 1992.

Subject :— Special Recruitment Drive for clearing of shortfall in the reserved categories.

Sir,

I am directed to refer to Haryana Govt. letter of even number dated 6-3-92 on the subject noted above and to state that the required information with regard to number of posts reserved for Scheduled Castes and Backward Classes vacant on 7-9-89 and on 28-2-92 (and not as on 28-2-89) has not yet been received. You are, therefore, again requested to kindly send the information direct to the Director, Welfare of Scheduled Castes and Backward Classes immediately but not later than 4-5-92.

Yours faithfully,

Sd/-

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

No. 22/56/91-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar,
Punjab and Haryana High Court,
Chandigarh.

Dated, Chandigarh, the 30-9-1994.

Subject :— Special Recruitment Drive for clearing of Shortfall in the reserved Categories.

Sir,

I am directed to invite your attention to Haryana Government letter No. 22/31/89-3GS-III, dated 7-7-1989, letter No. 22/37/89-3GS-III, dated 7-12-1990 and letter No. 22/56/91-3GS-III, dated 26-2-92 on the subject cited above vide which all the departments were directed to clear the backlog through Special Recruitment Drive and to say that inspite of this it has been observed by the State Govt. that the representation of members of the reserved categories, specially members of Scheduled castes in the state services in Haryana has not yet come upto the prescribed percentage and the shortfall continues. The State Govt. is serious to wipe out the backlog in all reserved categories within a period of one year.

2. The departments are, therefore, again requested to work out the backlog of all reserved vacancies and send their requisition to H.P.S.C./S.S.S. Board accordingly. The H.P.S.C./S.S.S. Board or the recruitment agencies shall advertise the vacancies immediately under the Special Recruitment Drive and after completing all formalities would recommend candidates as early as possible.

3. You are requested to take necessary action accordingly. Any default thereof will be seriously viewed.

Yours faithfully,

Sd/-

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

No. 22/55/90-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar,
Punjab and Haryana High Court,
Chandigarh.

Dated, Chandigarh, the 9th November, 1994.

Subject :— Reservation of posts for Scheduled Castes, Backward Classes and Ex-Servicemen under the services of Haryana State.

Sir,

I am directed to invite your attention to Haryana Government instructions issued vide letter No. 38/20/78-2GSI, dated 9th February, 1979 on the subject cited above and to state that the Govt., has reviewed the existing policy of reservation for Scheduled Castes in direct recruitment to Govt. services and decided as under :—

- (i) For the purpose of reservation in services, the scheduled castes in Haryana will be put in two categories i.e. Block 'A' and Block 'B'. Block 'B' will consist of Chamars, Jatia Chamars, Rahgars, Raigars, Ramdasias or Ravidasias. Block 'A' will consist of the remaining 36 scheduled castes listed in the annex.
 - (ii) Within the quota reserved for scheduled castes in direct recruitment to Govt. Jobs 50% vacancies will be offered to candidates from Block 'A'. In case suitable candidates from Block 'A' are not available, candidate from Block 'B' may be recruited against these vacancies.
 - (iii) Similarly, candidates from Block 'B' will be given preference in respect of the remaining 50% vacancies. In case suitable candidates from Block 'B' are not available, candidates from Block 'A' may be recruited against these vacancies.
-
-

- (iv) The inter seniority of the candidates from Block 'A' and Block 'B' will be as per the common merit list prepared by the recruiting agency. It will not be necessary to fix the roster points separately for each of the Blocks within the present roster system.
 - (v) If on a particular occasion the total number of vacancies meant for Scheduled Castes is odd, say 9, 5 of them will go to Block 'A' and 4 to Block 'B'. On the next such occasion, however, the position would be reversed, that is. 4 of them will go to Block 'A' and 5 to Block 'B'.
- 2. These instructions should be brought to the notice of all concerned for strict compliance.
 - 3. Receipt of this communication may please be acknowledged.

Yours faithfully,

Sd/-

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

ANNEXURE
SCHEDULED CASTES IN BLOCK 'A'

Sr. No.	Name of Castes	Sr. No.	Name of Castes
1.	Ad Dhurmi	25.	Od.
2.	Balmiki, Chura or Bhangi	26.	Pasi
3.	Bangali	27.	Perma
4.	Barar or Buraror	28.	Pherera
5.	Batwal	29.	Sanhai
6.	Bauria or Bawaria	30.	Sanhal
7.	Bazigar	31.	Sansi, Bhedkut or Mamesh
8.	Bhanjra	32.	Sansai
9.	Chanal	33.	Sapela
10.	Dagi	34.	Sarera
11.	Darain	35.	Silligar
12.	Daha, Dhaya or Dhea	36.	Sirkiband.
13.	Bhogri, Dhangri or Sigg		
14.	Dhanak		
15.	Dumna, Mahasha or Doom		
16.	Gagra		
17.	Ganchila or Gandil, Gondola		
18.	Kabir Panthi or Julaha		
19.	Khatik		
20.	Kori or Koli		
21.	Marija or Marceha		
22.	Mazhibi		
23.	Megh.		
24.	Nat.		

Most Immediate

Date Bound

No. 22/56/91-3GSIII

From

1. All Heads of Deptts., Commissioners Amabala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil), in Haryana.
2. The Registrar, Punjab and Haryana High Court. Chandigarh.

Dated : Chandigarh, the 14th Sept., 1995.

Subject :— **Special Recruitment Drive for clearing the shortfall in the reserved categories.**

Sir,

I am directed to invite your attention to the Haryana Government letter No.22/56/91-3GSIII dated 30-9-94 on the subject cited above vide all the departments were directed to clear the backlog through special Recruitment Drive within a period of one year.

2. The department are again directed to wipe out the backlog in all reserved categories within the specific period if the same exists.

Yours faithfully,

Sd/-

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

No. 22/55/90-3GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners Ambala, Hisar Rohtak, and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated : Chandigarh, the 10-11-95

Subject :— **Reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen under the services of Haryana State.**

Sir,

I am directed to invite your attention to Government's instructions No.22/55/90-3GSIII dated 9-11-94 and 23-12-1994 on the subject cited above and to say that at Serial No. 8 in Annexure to these letters the Castes mentioned "Banjra" and "Banjara" respectively may please be read as "Bhanjra" instead of "Banjra" and "Banjara"

Yours faithfully,

Sd/-

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

No. 22/88/96-3GSIII

From

The Chief Secretary to Government Haryana,

To

1. All Heads of Departments
2. Commissioners, Ambala/Hisar/Rohtak and Gurgaon Divisions in Haryana.
3. All Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana.
4. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 25.06.97

Subject : — Instructions regarding the candidates belonging to S.C. & B.C. selected on his own merit and not by virtue of rule of reservation.

Sir,

I am directed to invite your attention to Haryana Government instructions issued *vide* No. 1257-2GSIII-75-7995, dated 25-03-1975 on the subject cited above wherein it has been laid down that the number of post filled in by appointing candidates belonging to Scheduled Castes and Backward Classes categories who are selected on their own merit should be reduced from the reserved quota meant for their category and to say that the Hon'ble Supreme Court while deciding the case of Indira Sawhney has passed on 16.11.92 the following order :—

“In this connection it is well to remember that the reservation under Article 16(4) do not operate like a communal reservation, it may well happen that some members belonging to say Scheduled Castes get selected in the open competition filed on the basis of their own merit; they will not be counted against the quota reserved for Scheduled Castes ; they will be treated as open competition candidates.”

2. Keeping in view the above decision the matter has been considered by the Government and it has been decided to amend this department's instruction issued *vide* No. 1257-2GSI-75/7995, dated 25-03-1976 as under :—

“If any member/members belonging to Scheduled Caste/Backward Classes is/are selected in the open competition for direct recruitment on the basis of their own merit they will not be counted against the quota reserved for Scheduled Castes/Backward Classes, they will be treated

as open competition candidates. However such candidates should fulfill condition of eligibility regarding age etc. as are meant for general category candidates.”

3. These instructions may kindly be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

Joint Secretary General Administration,
for Chief Secretary to Government, Haryana,

No. 22/48/95-3 GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners Ambala, Rohtak, Gurgaon and Hisar Divisions, All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab & Haryana High Court. Chandigarh.

Dated Chandigarh, the 7th August, 1997.

Subject :— Provision of reservation because of inter-category marriage.

Sir,

I am directed to invite your attention to the subject mentioned above to say that matter regarding extending benefits of reservation in case of inter-category marriages has engaged the attention of the Govt. for some time past.

Keeping in view the legal position (Supreme Court Rulings), it has been held that marriage cannot change the Caste/Community/Configuration. The Government after careful consideration has decided that if a person belonging to the Scheduled Castes or Backward Class categories marries another belonging to the general category he/she shall continue to be entitled to the benefits of reservation but if a person belonging to the general category marries a person belonging to the Scheduled Castes or Backward Classes category, he/she not be entitled to the benefits of reservation.

These instructions should be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/74/2003-3GSIII

From

The Chief Secretary to Government Haryana,

To

1. All the Heads of Departments in Haryana & Commissioners of Ambala, Hisar, Rohtak and Gurgaon Divisions in Haryana.
2. Registrar, Punjab and Haryana High Court, Chandigarh.
3. All Deputy Commissioners in Haryana & SDO (Civil) in Haryana.

Dated, Chandigarh, the 3rd December, 2003.

Subject : — Instructions regarding the candidates belonging to S.C. & B.C. selected on his own merit and not by rule of reservation.

Sir,

I am directed to invite your attention to Haryana Government letter No. 22/88/96-3 GSIII, dated 25.06.97 on the subject noted above (copy enclosed for facility of reference) and to say that it has been observed that the instructions contained therein are not being meticulously followed by all Departments. Government views such lapse seriously and reiterates the decision contained in the aforesaid letter for strict compliance.

These instructions may be brought to the notice of all concerned.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Principal Secretaries and all the Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-

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

To

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

U.O. No. 22/74/2003-3 GSIII

Dated, Chandigarh the 3rd December, 2003.

A copy is forwarded to the Principal Secretaries/DPSCM-I/DPSCM-II/OSD/CM/Private Secretaries to the Chief Minister/Ministers/Ministers of State of information of the Chief Minister/Ministers/Ministers of State, Haryana.

Sd/-

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

To

The Principal Secretary/DPSCM-I/DPSCM-II/
OSD/CM/Secretaries/Private Secretaries
to Chief Minister/Ministers/Ministers of State, Haryana.

U.O. No. 22/74/2003-3 GSIII

Dated Chandigarh the 3rd December, 2003.

Endst. No. 22/74/2003-3 GSIII

Dated Chandigarh the 3rd December, 2003.

A copy is forwarded to Member Secretary, Haryana Bureau of Public Enterprises for information and necessary action. He is requested to send the copy of these instructions to all the Boards/Corporations in the State of Haryana for taking necessary action.

Sd/-

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

A copy is forwarded to all the Branch Officers/Superintendents/Deputy Superintendents of Haryana Civil Secretariat/F.C. Office for information and necessary action.

Sd/-

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

To

All the Branch Officers/Superintendents/Deputy Superintendents
of Haryana Civil Secretariat/F.C. Office.

U.O. No. 22/74/2003-3 GSIII

Dated Chandigarh the 3rd December, 2003.

क्रमांक 22/83/2003-3 जी.एस.।।।

प्रेषक

मुख्य सचिव, हरियाणा सरकार

सेवा में

1. हरियाणा के सभी विभागाध्यक्ष ।
2. रोहतक, गुडगाँव, हिसार एवं अम्बाला मण्डलों के आयुक्त ।
3. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय, चण्डीगढ़ ।
4. हरियाणा के सभी उपायुक्त ।
5. रजिस्ट्रार महर्षि दयानन्द विश्वविद्यालय, रोहतक, कुरुक्षेत्र विश्वविद्यालय कुरुक्षेत्र, चौधरी चरण सिंह हरियाणा कृषि विश्वविद्यालय, हिसार, गुरु जम्भेश्वर विश्वविद्यालय, हिसार तथा चौधरी देवीलाल विश्वविद्यालय, सिरसा (हरियाणा) ।

दिनांक, चण्डीगढ़ 21-6-2004

विषय :- हरियाणा राज्य की अनुसूचित जाति की सूची में कुछ अन्य जातियां शामिल करने बारे।-----

मुझे निदेश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान हरियाणा सरकार द्वारा जारी की गई हिदायतें क्रमांक 22/55/90-3 जी.एस.।।।, दिनांक 9-11-1994 तथा 30-8-95 की ओर दिलाऊँ तथा सूचित करूँ कि भारत सरकार विधि विभाग ने The Constitution (Scheduled Castes) Orders (Second Amendment) Act 2002 राजपत्र दिनांक 18-12-2003 द्वारा हरियाणा राज्य की वर्तमान अनुसूचित जाति की सूची में कुछ अन्य पूरक जातियों के नाम शामिल किए गए हैं। सरकार ने विचारोपरान्त हिदायतें दिनांक 9-11-94 तथा 30-8-95 में अनुसूचित जाति वर्ग की ब्लाक 'बी' की वर्तमान सूची में Balahi, Batoi, Bhatoi, Bhambi, chamar-Rohidas, Jatav, Jatava, Mochi, Ramdasia जातियां शामिल करने का निर्णय लिया है तथा अनुसूचित जाति की ब्लाक ए की वर्तमान सूची के क्रमांक 22 में Mazhibi Sikh जाति, क्रमांक 24 में Badi जाति, क्रमांक 33 में Sapera जाति, क्रमांक 35 में Bariya जाति, शामिल करने का निर्णय लिया है।

कृपया इन हिदायतों की दृढ़ता से पालना की जाए।

भवदीय,

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार।

पृ:क: 22/83/2003-3 जी.एस.।।।

दिनांक 21-6-2004

इसकी एक एक प्रति निम्न को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित की गई है :-

1. सचिव, हरियाणा लोक सेवा आयोग, चण्डीगढ़।
2. सचिव, हरियाणा कर्मचारी चयन आयोग, चण्डीगढ़।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार।

इसकी एक-एक प्रति हरियाणा सरकार के सभी वित्तायुक्तों एवं प्रधान सचिवों तथा सभी प्रशासकीय सचिवों को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी वित्तायुक्त एवं प्रधान सचिव/तथा
सभी प्रशासकीय सचिव, हरियाणा सरकार

अशा: क: 22/83/2003-3 जी.एस. III

दिनांक 21-6-2004

इसकी एक-एक प्रति मुख्य मन्त्री के प्रधान सचिव/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्यमन्त्री के विशेष कार्याधिकारी को तथा मुख्यमन्त्री/मन्त्री/राज्य मन्त्रियों के निजी सचिवों को मुख्यमन्त्री/मन्त्री/राज्य मन्त्री, हरियाणा के सूचनार्थ प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

मुख्य मन्त्री के प्रधान सचिव/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्यमन्त्री के विशेष कार्याधिकारी को तथा मुख्यमन्त्री/मन्त्री/राज्यमन्त्रियों के निजी सचिवों को मुख्यमन्त्री/मन्त्री/राज्य मन्त्री, हरियाणा।

अशा: क: 22/83/2003-3 जी.एस. III

दिनांक 21-6-2004

पृ० क्रमांक 22/83/2003-3 जी.एस. III

दिनांक 21-6-2004

इसकी एक प्रति सदस्य सचिव, हरियाणा सार्वजनिक उपक्रम ब्यूरो को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/83/2003-3 जी.एस. III

दिनांक 21-6-2004

इसकी एक-एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

1. निदेशक, स्थानीय निकाय हरियाणा (उनसे अनुरोध है कि इन हिदायतों को राज्य के सभी नगरपालिकाओं/निगमों तथा परिषदों को भेज दिया जाए)।

2. निदेशक, लोक सम्पर्क विभाग हरियाणा को इन हिदायतों को प्रर्याप्त प्रचार हेतु।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार।

इसकी पांच-पांच प्रतियां हरियाणा सिविल सचिवालय के सभी शाखा अधिकारियों/अधीक्षकों/उपाधीक्षकों तथा एफ.सी. कार्यालय को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी शाखा अधिकारियों/अधीक्षकों/उपाधीक्षकों हरियाणा सिविल सचिवालय/एफ.सी. कार्यालय।

अशा: क: 22/83/2003-3 जी.एस. III

दिनांक 21-6-2004

पृ० क्रमांक 22/83/2003-3 जी.एस. III

दिनांक 21-6-2004

इसकी एक-एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु भेजी जाती है।

1. प्रिंसीपल,
लेखा प्रशिक्षण संस्थान, 39-40 बेज़, काडा भवन, सेक्टर 4, पंचकुला।
2. प्रिंसीपल मण्डलीय,
प्रशिक्षण केन्द्र, एस.सी.ओ. नं. 11, सेक्टर-16, पंचकुला।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार।

No 22/8/2004-4GSIII

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioner, Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.
3. All Deputy Commissioners in Haryana.
4. All the Sub-Divisional Officers (Civil) Haryana.

Dated, Chandigarh, the 04th May, 2005.

Subject : C W.P. No 398 of 2004-Gajay Singh Vs State of Haryana

Sir,

I am directed to refer to Haryana Government letter No. 22/5/90 -3GSIII, dated 09.11.1994 on the subject noted above which interalia laid down that for the purpose of reservation in services of Scheduled Caste in Haryana will be put in two categories i.e. Block A & Block B in direct recruitment. These instructions have been challenged by way of writ petition No. 398 of 2004 (Gajay Singh Vs. State of Haryana). The Hon'ble Punjab and Haryana High Court have passed the following interim orders thereon on 11.04.2005:-

“In the meanwhile, no appointments in terms of the instructions dated 09.11.1994 shall be made.”

It is requested that these orders may brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

A copy is forwarded to all The Financial Commissioners & Principal Secretaries/ Commissioners & Secretaries to Government Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners & Principal Secretaries/Commissioners & Secretaries to Government Haryana.

U.O. No. 22/8/2004-3GSIII

Dated, Chandigarh, the 04.05.2005

A copy each is forwarded to the Principal Secretary/Additional Principal Secretary-I/ Additional Principal Secretary-II/OSD-I/OSD-II/Sr. Special Private Secretaries/Sr. Private Secretaries/ Private Secretaries to Chief Minister/Deputy Chief Minister/Ministers for the information of Chief Minister/Ministers.

Sd/-

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

To

The Principal Secretary/Additional Principal Secretary-I/ Additional Principal Secretary-II/OSD-I/OSD-II/Sr. special Private Secretaries/Sr. Private Secretaries/Private Secretaries to Chief Minister/Deputy Chief Minister/Ministers.

U.O.No. 22/8/2004-3GSIII

Dated, Chandigarh, the 04.05.2005

Endst. No.22/8/2004-3GSIII

Dated, Chandigarh, the 04.05.2005

A copy is forwarded to the Secretary, Haryana Public Service Commission, Chandigarh for information and necessary action.

Sd/-

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

Endst.No. 2/8/2004-3GSIII

Dated, Chandigarh, the 04.05.2005

A copy is forwarded to the Secretary, Haryana Staff Selection Commission, Chandigarh for information and necessary action.

Sd/-

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

No. 22/94/2005-3GSII

From

The Chief Secretary to Government Haryana.

To

- 1 All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.
3. All Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana. -

Dated Chandigarh, the 21-12-2005

Subject:- C.W.P. No.2879 of 2004-Tulsi Ram Vs. State of Haryana.

Sir,

I am directed to invite your attention to Government instructions issued vide No. 42/146/2005-5GSI, dated 25.05.2005 on the aforesaid subject wherein all the departments were- directed to comply with the orders of the Hon'ble High Court depicted therein. However, the Social Justice and Empowerment Department has brought to the notice of the Government that several departments are not complying with the above instructions. You are, therefore, again requested to ensure strict compliance of the instructions under reference.

These instructions may be brought to the notice of all concerned for being adhered to rigidly. The compliance report in this regard be submitted to Director, Social Justice and Empowerment, Haryana at the earliest.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners and Principal Secretaries/
Commissioners and Secretaries to Government Haryana

U.O.NO. 22/94/20053GSIII

Dated Chandigarh, the 21-12-2005

Ednst.No. 22/94/2005-3GSIII

Dated Chandigarh, the 21-12-2005

A copy is forwarded.to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh with the request to bring these instructions to the notice of all the Boards/Corporations and Public Undertakings for information/necessary action and strict compliance.

Sd/-

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

No. 22/10/2002-3GSIII

From

The Chief Secretary to Government Haryana

To

1. All the Heads of Departments, Commissioners, Ambala, Rohtak, Gurgaon & Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court,
Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State.
Dated Chandigarh, 16-3-2006

Subject:- Reservation of posts for Scheduled Castes, Backward Classes under the services of Haryana State.

Sir,

I am directed to refer the instructions issued by the Government *vide* letter No. 22/73/92-3GSIII, dated the 14th October, 1999 on the subject noted above whereby the departments were conveyed the operative parts of the law laid down by the Hon'ble Supreme Court of India in its judgement dated 16.9.1999 in the case of Ajit Singh Janjua Versus State of Punjab and directed that from the date of two judgments *i.e.* R. K. Subharwal (Decision dated 10.2.95) and Ajit Singh Janjua (Decision dated 1.3.96) no employee belonging to the reserved categories of scheduled castes or backward classes should be allowed the benefit of accelerated seniority over his/her senior belonging to General Category on account of his/her accelerated promotion from the feeder services under the policy of reservation. Accordingly, the departments were further directed to implement the law laid down by the Apex Court, keeping in view the principle of prospectively of R.K. Sabharwal and Ajit Singh as decided in the aforementioned judgment dated 16.9.1999.

2. The Government of India has notified the Constitution (Eighty Fifth) Amendment Act, 2001 on 4.1.2002 amending Article 16(4-A), which now reads as under:-

“Nothing in this article shall prevent the State from making any provision for reservation in matter of promotion with consequential seniority, to any class or classes of posts in the services under the State in favour of the Scheduled Castes and Scheduled Tribes which, in the opinion of the State are not adequately represented in the services under the State.”

3. In the wake of the above enabling provision, after careful consideration of the matter, it has been decided by the State Government that the Scheduled Castes employees will be entitled to “accelerated seniority” as a consequence of promotions under the reservation policy.
4. This decision shall come into force with immediate effect and shall have prospective effect only.

These instructions should be brought to the notice of all concerned for being adhered to strictly.

Yours faithfully

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

A copy is forwarded to all the Financial. Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government Haryana for information and necessary action

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

To

All the Financial Commissioners and Principal Secretaries Commissioners & Secretaries to Govt. Haryana.

U..O. No. 22/10/2002-3GS-III

Dated Chandigarh the .March 16, 2006.

Endst. No. 22/10/2002-3GS-III

Dated Chandigarh, the March 16, 2006.

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh with the request to bring these instructions to the notice of all the Boards/Corporations and Public Undertakings for information/necessary action and strict compliance.

Sd/-

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

No.22/10/2002-3 GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All the Heads of Departments,
Commissioners, Ambala, Rohtak, Gurgaon &
Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana State.

Dated, Chandigarh, the 27th December, 2006

Subject:- Reservation of posts for Scheduled Castes, Backward Classes under the services of Haryana State.

Sir.

I am directed to refer to the instructions issued by the Government *vide* letter No. 22/10/2002-3GSIII, dated the 16th March, 2006 whereby the departments were conveyed the decision of the State Government that the Scheduled Castes employees would be entitled to “accelerated seniority” as a consequence of promotions under the reservation policy. It was also clarified in para 4 the said instructions dated the 16th March, 2006 that the decision would come into force with immediate effect and would have prospective effect only.

2. Some of the departments have sought clarifications about the prospective effect of this decision and have requested to clarify if the seniority positions of the reserved category Scheduled Castes employees and the General Category employees which were refixed as a result of implementation of decision dated 16.9.1999 of the Hon’ble Supreme Court in Ajit Singh Janjua’s II case, or fixed thereafter, in view of the aforesaid law laid down by the Hon’ble Supreme Court are to be reviewed again or not.

3. In this regard, it is clarified that since the decision contained in the instructions in question was made effective with prospective effect only, the promotions made after the date of coming into force of these instructions, shall be governed by this policy. The promotions already made and seniority fixed prior to 16.3.2006 cannot be disturbed at this stage as the same shall be like giving effect to the instructions retrospectively which is not the intent of the instructions dated 16.3.2006.

These instruction should be brought to the notice of all concerned for being complied with meticulously.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/Commissioners and Secretaries to Government, Haryana for information and necessary action.

Sd/-

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

To

All Financial Commissioners and Principal Secretaries/Commissioners and Secretaries to Government, Haryana.

U.O. No. 22/10/2002-3GSIII

Dated, Chandigarh, the 27th Dec., 2006

Endst. No. 22/10/2002-3GSIII

Dated, Chandigarh, the 27th Dec., 2006

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh with the request to bring these instructions to the notice of all the Boards/Corporation and Public Undertakings for information/necessary action and strict compliance.

Sd/-

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

क्रमांक 22/18/2007-3 जी.एस.।।।

प्रेषक

मुख्य सचिव, हरियाणा सरकार

सेवा में

1. हरियाणा के सभी विभागाध्यक्ष,
2. रोहतक, गुडगाँव, हिसार एवं अम्बाला मण्डलों के आयुक्त,
3. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय, चण्डीगढ़,
4. हरियाणा के सभी उपायुक्त,
5. सभी प्रबन्धक निदेशक, बोर्ड/निगम।

दिनांक, चण्डीगढ़ 4 अप्रैल, 2007

विषय :- हरिजन शब्द का प्रयोग न करने बारे।

मुझे निदेश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान हरियाणा सरकार के परिपत्र क्रमांक 22/67/81-3 जी.एस.।।। दिनांक 3-5-1982 की ओर दिलाऊँ तथा कहूँ कि संदर्भित पत्र में अनुसूचित जाति से सम्बन्धित व्यक्तियों को जाति प्रमाण पत्र जारी करते समय निर्धारित प्रोफार्मा में सम्बन्धित व्यक्तियों की जाति प्रदर्शित करने के लिए रिक्त स्थान में (within Brackets) 'हरिजन' शब्द का प्रयोग करने पर प्रतिबन्ध लगाया गया था, जिसका कारण संवैधानिक दृष्टि में उचित न होना बताया गया था, क्योंकि ऐसी जातियों के लिए संविधान में अनुसूचित जातियाँ शब्द प्रयुक्त हुआ है तथा अनुसूचित जातियों से सम्बन्धित कुछ संस्थाओं द्वारा भी हरिजन शब्द के प्रयोग पर आपत्ति की जा रही थी।

2. सरकार के ध्यान में यह बात आई है कि उपर्युक्त हिदायतें जारी होने के बावजूद भी प्रायः 'हरिजन चौपाल' हरिजन कल्याण निगम हरिजन बस्ती हरिजन पंच/सरपंच इत्यादि शब्दों का प्रयोग अभी भी हो रहा है, जबकि अब केवल अनुसूचित जाति शब्द ही प्रयुक्त होना चाहिए। अनुसूचित जातियों की कुछ संस्थाओं द्वारा भी दिनांक 29-11-2006 को राष्ट्रीय अनुसूचित जाति आयोग के चण्डीगढ़ दौरे के समय हरिजन शब्द का प्रयोग करने पर आपत्ति जताते हुए इसके प्रयोग पर पूर्ण प्रतिबन्ध लगाने की माँग की गई थी।

अतः सरकार द्वारा निर्णय लिया गया है कि भविष्य में अनुसूचित जातियों के लिए किसी भी रूप में हरिजन शब्द का प्रयोग न किया जाए तथा केवल अनुसूचित जाति शब्द का ही प्रयोग किया जाए।

इन निदेशों की कड़ी अनुपालना के लिए इस बारे सभी को सूचित कर दिया जाए।

भवदीय

हस्ता/-

उप सचिव, सामान्य प्रशासन

कृते: मुख्य सचिव, हरियाणा सरकार

पृ:क: 22/18/2007-3 जी.एस.।।।

दिनांक 4 अप्रैल, 2007

एक एक प्रति निम्न को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है :-

1. सचिव, हरियाणा लोक सेवा आयोग, चण्डीगढ़।
2. सचिव, हरियाणा कर्मचारी चयन आयोग, पंचकुला।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार

एक प्रति सभी वित्तायुक्त एवं प्रधान सचिव/आयुक्त एवं सचिव, हरियाणा सरकार को सूचनार्थ प्रेषित है।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार

सेवा में

सभी वित्तायुक्त एवं प्रधान सचिव/आयुक्त एवं सचिव,
हरियाणा सरकार

अशा: क: 22/18/2007-3 जी.एस. ।।।

दिनांक 4 अप्रैल, 2007

पृ:क: 22/18/2007-3 जी.एस. ।।।

दिनांक 4 अप्रैल, 2007

एक प्रति सचिव, राज्य सूचना आयोग, हरियाणा, एस.सी.ओ.न.:70-71, सैक्टर 8-सी, चण्डीगढ़ को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार

पृ:क: 22/18/2007-3 जी.एस. ।।।

दिनांक 4 अप्रैल, 2007

एक प्रति सदस्य सचिव, हरियाणा सार्वजनिक उपक्रम ब्यूरो को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन
कृते: मुख्य सचिव, हरियाणा सरकार

No. 22/8/2004-3GSIII

From

The Chief Secretary to Government Haryana

To

1. All the Heads of Departments,
Commissioners, Ambala, Rohtak, Gurgaon &
Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court;
Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State.

Dated Chandigarh, the 7.6.2007

Subject:- Reservation of posts for Scheduled Castes, Backward Classes under the services of Haryana State.

Sir,

I am directed to refer to Haryana Government letter No. 22/55/90-3GS-III, dated 9.11.1994 on the subject noted above which interalia laid down that for the purpose of reservation in services, Scheduled Castes in Haryana would be put in two categories i.e. Block A and Block B in direct recruitment. These instructions had been challenged in the Hon'ble Punjab, & Haryana High Court by way of Writ Petition 398 of 2004 — Gajay Singh Muwal Vs. State of Haryana and other 3 Civil Writ Petitions. The Hon'ble High Court vide its common judgement/orders dated 6.7.2006 has quashed the above instructions dated 9.11.1994 in the following terms:-

“We, accordingly, find that the present controversy is fully covered by the decision of Supreme Court in the case E.V. Chinnaiah's case (Supra). We, accordingly, would quash the Notification No. 22/55/90-3GS-III, dated 9.11.1994 holding the same to be ultravires of the Constitution.”

The State Government has filed a Special Leave Petition CC No. 1789 of 2007 — State of Haryana Vs. Gajay Singh Muwal alongwith an application for staying the operation of the judgement/orders dated 6.7.2006 of the Hon'ble High Court in the said case. Similar SLPs have been filed by some private respondents also. However, these SLPs have neither been listed for hearing nor any stay has been granted by the Hon'ble Supreme Court of India, so far.

Under these circumstances the State Government on reconsideration of the matter, has decided to withdraw instructions bearing No. 22/55/90-3GS-III, dated 9.11.1994 subject to the final decision of the Hon'ble Supreme Court in the SLPs referred to above. Consequently, there will be no categorisation of the Scheduled Castes into A and B blocks. The vacancies meant for direct recruitment to reserved category of Scheduled Castes will be notified to the recruiting agencies without categorisation of Scheduled Castes in A & B Blocks.

Similarly, the Govt. instructions bearing No.22/34/98-3GSIII dated 19.3.1999 and even number dated 5.5.1999 and letter No.22/89/97-3GSIII dated 7.8.2000 regarding admissions in Govt. as well as in Govt. aided/self Financing Educational/Professional/Medical/Engineering/ ITIs/ Technical Educational Institutions and colleges will be deemed to have been modified to the extent indicated above.

It is requested that these instructions may be brought to the notice of all concerned for strict compliance.

Yours faithfully

Sd/-

(Sumita Misra)

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

A copy is, forwarded to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners and Principal Secretaries/
Commissioners & Secretaries to Govt. Haryana.

U.O. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh for information/necessary action and strict compliance.

Sd/-

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

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to all the Managing Directors/Heads of various Boards and Corporations in Haryana.

Sd/-

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

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to the Secretary, State Information Commissioner, Haryana, SCO

No. 70-71, 1st Floor, Sector 8, Chandigarh for information and necessary action.

Sd/-

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

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to the Secretary, Haryana Public Service Commission, Chandigarh
for information/necessary action.

Sd/-

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

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to the Secretary, Haryana Staff Selection Commission, Panchkula
for information and necessary action.

Sd/-

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

No. 22/53/2007-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All the Head of Departments,
Commissioner, Ambala, Rohtak, Gurgaon &
Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State.
Dated Chandigarh, the 14-8-2007

Subject:- Reservation of posts for Scheduled Castes under the services of Haryana State.

Sir,

While inviting your attention to Haryana Govt. letter No. 22/8/2004-3GS- III dated 7.6.2007 regarding, reservation of posts for Scheduled Castes and Backward Classes, I am directed to say that phrase "Backward Classes" mentioned in the subject of these instructions was inadvertently indicated therein. On further consideration of the matter, it has been decided to delete the phrase "Backward Classes" from the subject of, the instructions dated 7.6.2007 from the date of their issue.

These instructions should be brought to the notice of all concerned for their information and compliance.

Sd/-

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

A copy is forwarded to all the Financial Commissioners & Principal Secretaries/ Commissioners and Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners & Principal Secretaries/
Commissioners and Secretaries to Govt. Haryana.

U.O.No. 22/53/2007-3GS-III

Dated Chandigarh, the 14-8-2007

Endst.No. 22/53/2007-3GS-III

Dated Chandigarh, the 14-8-2007

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises,

Chandigarh for information and necessary action.

Sd/-

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

Endst.No. 22/53/2007-3GS-III

Dated Chandigarh, the 14-8-2007

A copy is forwarded to all the Managing Directors/Heads of various Boards and Corporations in Haryana for information and necessary action.

Sd/-

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

Endst.No. 22/53/2007-3GS-III

Dated Chandigarh, the

A copy is forwarded to the Secretary, Haryana Public Service Public Commission, Chandigarh for information and necessary action.

Sd/-

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

Endst.No. 22/53/2007-3GS-III

Dated Chandigarh, the 14-8-07

A copy is forwarded to the Secretary, Haryana Staff Selection Commission, Panchkula for information and necessary action.

Sd/-

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

Court Case**Date Bound****No. 22/101/2006-3GS-III**

From

The Chief Secretary to Government Haryana.

To

1. All the Head of Departments,
Commissioners, Ambala, Rohtak, Gurgaon &
Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State.
Dated Chandigarh, the 25-7-2007

Subject:- CWP No. 16237 of 2006- Shiv Lal Dahiya v/s State of Haryana and others.

Sir,

I am directed to refer to Haryana Govt. letter No. 22/55/90-3GS-III dated 9.11.1994 on the subject noted above which interalia laid down that for the purpose of reservation in service, Scheduled Castes in Haryana would be put in two categories i.e. Block A and Block B in direct recruitment. These instructions had been challenged in the Hon'ble Punjab & Haryana High Court by way of Writ Petition 398 of 2004 Gajay Singh Muwal Vs State of Haryana and other 3 Civil Writ Petitions. The Hon'ble High Court vide its common judgement/orders dated 6.7.2006 has quashed the above instructions dated 9.11.1994.

In view of the decision of Hon'ble High Court dated 6.7.2007, State Govt. has decided to withdraw instructions dated 9.11.1994 vide letter bearing No. 22/8/2004-3GS-III dated 7.6.2007 subject to the final decision of the Hon'ble Supreme Court of India in the SLP CC No. 1789 of 2007— State of Haryana v/s Gajay Singh Muwal.

CWP No. 16237 of 2006— Shiv Lal Dahiya v/s State of Haryana and others came up for hearing before the Hon'ble High Court on 17.7.2007., when the Hon'ble Court desired to know the details of appointments and admissions made between 6.7.2006 (date of decision of Gajay Singh Muwal v/s State of Haryana) and 7.6.2007. Necessary reply in this regard is to be filed in the Hon'ble High Court by the State Government.

You are, therefore, requested to furnish details of direct appointments made in Group A to D posts in Government Departments and admissions made in Government as well as in Government aided / self Financing Educational / Professional / Medical/Engineering / ITIs / Technical Educational Institutions and Colleges in the case of Scheduled Castes (Block A & B) between the period from 6.7.2006 and 7.6.2007 within 7 days through your Administrative Secretaries positively, so that necessary reply could be filed in the Hon'ble High Court well in time.

Sd/-

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

A copy is forwarded to all the Financial Commissioners & Principal Secretaries/ Commissioners and Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners & Principal Secretaries/
Commissioners and Secretaries to Govt. Haryana.

U.O. No.22/101/2006-3GS-III

Dated Chandigarh, the 25-7-2007

Endst.No. 22/101/2006-3GS-III

Dated Chandigarh, the 25-7-2007

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh for information and necessary action.

Sd/-

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

Endst.No. 22/101/2006-3GS-III

Dated Chandigarh, the 25-7-2007

A copy is forwarded to all the Managing Directors/Heads of various Boards and Corporations in Haryana for information and necessary action.

Sd/-

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

Endst.No. 22/101/2006-3GS-III

Dated Chandigarh, the 25-7-2007

A copy is forwarded to the Secretary, Haryana Public Service Commission, Chandigarh for information and necessary action.

Sd/-

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

Endst No, 22/101/2006-3GS-III

Dated Chandigarh, the 25-7-2007

A copy is forwarded to the Secretary, Haryana Staff Selection Commission, Panchkula for information and necessary action.

Sd/-

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

No. 22/18/2007-3GS-III.

From

The Chief Secretary to Government, Haryana.

To

1. All the Head of Departments,
Commissioner, Ambala, Rohtak, Gurgaon &
Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers
(Civil) in Haryana State.

Dated Chandigarh, the 29.1.2008

Subject - Ban on using the “Dalit” word as inter—changeable with the word “Scheduled castes”.

Sir,

I am directed to refer to the subject noted above and to state that the National Commission for Scheduled Castes, Government of India, New Delhi has observed that some of the Ministries/Departments of the Central Government as well as State Governments are using “Dalit” word as interchangeable with the word “Scheduled Castes” in day to day correspondence while the word “Scheduled Castes” stands defined in the Constitution of India in Artclies 341 & 366 respectively but the word “Dalit” is not having any Legal sanctity either under the Constitution or under any Law for the time being in force. Therefore, the Commission have desired the Central Government and all State Governments not to use “Dalit” word as interchangeable with the Scheduled Castes in future.

2. On consideration of the matter it has been decided by the State Government that in future the word “Dalit” should not be used as interchangeable with the word “Scheduled Castes” in day to day correspondence in the offices of the State Government/Boards/Corporations|Public Sector Undertakings etc.

These instructions should be brought to the notice of all concerned for strict compliance

Your faithfully

Sd/-

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

A copy is forwarded to all the Financial Commissioners & Principal Secretaries/ Commissioners and Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners & Principal Secretaries/
Commissioners and Secretaries to Govt. Haryana.

U.O.No.22/18/2007-3GS-III

Dated Chandigarh, the 29.1.2008

Endst.No. 22/18/2007-3GS-III

Dated Chandigarh, the 29.1.2008

A copy each is forwarded to the following for information and necessary action.

- (i) Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh
- (ii) All the Managing Directors/Heads of various Boards and Corporations in Haryana.

Sd/-

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

Endst.No. 22/18/2007-305-III

Dated Chandigarh, the 29.1.2008

A copy is forwarded to the Secretary, State Information Commission, Haryana,
Sector 8-C, Chandigarh for information.

Sd/-

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

Endst.No. 22/18/2007-3GS III

Dated Chandigarh, the 29.1. 2008

A copy is forwarded to the Joint Secretary, National Commission for Scheduled Caste,
Government of India, Vth Floor, Lok Nayak Bhawan, Khan Market, New Delhi with reference to his
D.O. letter No.17/14/NCSC/2007-C. Cell dated 28.11.2007 for information.

Sd/-

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

CHAPTER-III

**(INSTRUCTIONS ON SCHEDULED CASTES
& BACKWARD CLASSES)**

Annexure 'H'

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, 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, 2125-4 WG1-64/5213, dated the 18th March, 1964 and No. 4917-4WGI-66/18026, dated the 21st June, 1966 on the subject noted above where in 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 Government 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 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 suppression of Scheduled Castes/Tribes and Backward Classes will be reported with in 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 organizing 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 organizing, 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. 2360-4 WGI-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 being 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.

आयुक्त एवं सचिव, हरियाणा सरकार, समाज कल्याण विभाग की ओर से

1. हरियाणा के सभी विभागाध्यक्ष, आयुक्त अम्बाला मण्डल तथा सभी आयुक्त और सभी उप-मण्डल अधिकारी (सिविल)
2. रजिस्ट्रार, पंजाब तथा हरियाणा हाई कोर्ट और राज्य के सभी जिला स्तर न्यायाधीश को लिखे क्रमांक 6880-स.क.-1-71/1051-52, दिनांक 30 जनवरी, 1972 की प्रति।

विषय :- अनुसूचित जातियां तथा पिछड़े वर्ग के लिए पदों का आरक्षण (अनुसूचित जाति के लिए 20 प्रतिशत तथा पिछड़े वर्ग के लिए 2 प्रतिशत आरक्षण)।

मुझे संयुक्त पंजाब सरकार के परिपत्र क्रमांक 8085-5 डब्ल्यू.बी.-11-63/18244, दिनांक 7-9-1963 में निहित हिदायतों की ओर ध्यान दिलाने का निर्देश हुआ है और यह कहूँ कि इन हिदायतों से स्पष्ट नहीं था कि पदों का काम आरक्षण केवल अनुसूचित जाति तथा पिछड़े वर्ग के इन सदस्यों के लिए सीमित किया जाना है जो कि हरियाणा अधिवासी है या यह सुविधा हरियाणा सरकार द्वारा मान्यता किए गए अनुसूचित जाति तथा पिछड़े वर्ग के सभी सदस्यों को मिल सकती है चाहे वह किसी भी राज्य के अधिवासी हों।

2. इस मामले पर विचार किया गया और सरकार ने निर्णय लिया है कि इन हिदायतों द्वारा केवल हरियाणा राज्य के अधिकारी अनुसूचित जाति तथा पिछड़े वर्ग के लिए आरक्षण किया जाना है और यह सुविधा दूसरे राज्य के अधिवासियों को नहीं दी जानी है। अतः अनुरोध किया जाता है कि इस विषय की पालना की जाए और सम्बन्धित अधिकारियों को सूचित किया जाए।

3. इसकी पावती भेजें।

पत्र क्रमांक 9197-स.क.-1-73/22567-670

प्रेषक

आयुक्त एवं सचिव, हरियाणा सरकार,
समाज कल्याण विभाग।

सेवा में,

1. हरियाणा के सभी विभागाध्यक्ष, आयुक्त अम्बाला तथा हिसार मण्डल तथा सभी आयुक्त तथा उप-मण्डल अधिकारी (ना0)।
2. रजिस्ट्रार, उच्च न्यायालय, पंजाब तथा हरियाणा, चण्डीगढ़ और हरियाणा के सभी जिला तथा सत्र न्यायाधीश।

दिनांक चण्डीगढ़, 18 दिसम्बर, 1973

विषय:-- अनुसूचित जातियां तथा पिछड़े वर्ग के लिए पदों का आरक्षण अनुसूचित जाति के लिए 20 प्रतिशत तथा पिछड़े वर्ग के लिए 2 प्रतिशत आरक्षण।

महोदय,

मुझे यह कहने का निर्देश हुआ है कि आपका ध्यान उपरोक्त विषय पर सरकार के पत्र क्रमांक 6076-स.क.-1-72/15594-693, दिनांक 15 सितम्बर, 1972 द्वारा जारी की गई हिदायतों की ओर दिलाऊं और कहूं कि इस मामले की जांच की है तथा यह निर्णय लिया गया है कि जो अनुसूचित जातियां तथा पिछड़े वर्ग के कर्मचारी हरियाणा सरकार की सेवा में हैं उन्हें भी बोनाफाईड रैसीडेंट्स आफ हरियाणा (Bonafide Residents of Haryana) माना जाना चाहिए और उन्हें तथा उनके बच्चों को इन वर्गों के लिए सरकारी सेवा में आरक्षण का लाभ दिया जाना चाहिए।

भवदीय,

हस्ता/-

सुशील जैन

उप-सचिव,

कृते: आयुक्त एवं सचिव, हरियाणा सरकार,
समाज कल्याण विभाग।

क्रमांक 9197-स.क.-1-73/2267

दिनांक चण्डीगढ़, 18-12-1973

क्रमांक 6746-2 जी0एस0 I-74/30508

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्ष, आयुक्त अम्बाला तथा हिसार मंडल,
सभी उपायुक्त तथा उप मंडल अधिकारी, हरियाणा।
2. रजिस्ट्रार पंजाब तथा हरियाणा उच्च न्यायालय तथा
हरियाणा के सभी जिला तथा सत्र न्यायाधीश

दिनांक चण्डीगढ़ 31-12-74

विषय :- अनुसूचित जातियों तथा पिछड़े वर्गों के उम्मीदवारों के लिए सेवाओं में आरक्षण।

महोदय,

मुझे निदेश हुआ है कि आपका ध्यान उपरोक्त विषय पर हरियाणा सरकार के परिपत्र क्रमांक 2558-2 जी०एस०-I-74/12278 दिनांक 24-5-74 में जारी की गई हिदायतों की ओर दिलाऊँ जिन में यह स्पष्ट किया गया था कि यदि आरक्षित पदों के लिए अनुसूचित जातियाँ एवं पिछड़े वर्गों के उम्मीदवार उपलब्ध न हों तो उस दिशा में पदों को अन्य वर्गों के उम्मीदवारों द्वारा न भरा जाये बल्कि इन पदों को केवल अनुसूचित जातियाँ तथा पिछड़े वर्गों के उम्मीदवारों द्वारा ही भरने के लिए आयोग/अधीन सेवार्यें प्रवरण मण्डल, हरियाणा को दोबारा लिखा जाए। यदि दोबारा विज्ञापन कराने पर भी सम्बन्धित जाति के उम्मीदवार उपलब्ध नहीं हों तो इन पदों को एक बार फिर उक्त वर्ग के उम्मीदवारों के लिए आरक्षित करते हुए विज्ञापित करवाया जाए परन्तु विज्ञापन में यह लिखा जाए कि यह पद अनुसूचित जातियों एवं पिछड़े वर्गों, के लिए आरक्षित हैं, पर यदि इन जातियों से सम्बन्धित उपयुक्त उम्मीदवार न उपलब्ध हुए तो इन पदों को अन्य उम्मीदवारों से भर लिया जाएगा। इस बारे में यह स्पष्ट किया जाता है कि सरकार ने मामले में पुनः विचार कर यह निर्णय लिया है कि उपरोक्त पद्धति केवल उन पदों में अपनाई जाए जिन पर विशेषज्ञों (Experts) की नियुक्ति नहीं की जानी है।

2. जहाँ तक ऐसे पदों का संबंध है, जिन पर विशेषज्ञों को नियुक्त किया जाना आवश्यक होता है और ऐसे पदों के यदि अनुसूचित जाति या पिछड़े वर्ग के उम्मीदवार उपलब्ध नहीं होते तो ऐसे पदों को केवल एक बार दोबारा विज्ञापित करवाया जाये और विज्ञापन में यह स्पष्ट तौर पर लिख दिया जाये कि यदि इन पदों के लिए अनुसूचित जातियों एवं पिछड़े वर्गों से सम्बन्ध रखने वाले उम्मीदवार नहीं मिलेंगे तो पदों को सामान्य जाति के उम्मीदवारों से भर लिया जाएगा।

उप सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

एक प्रति—

1. वित्तायुक्त राजस्व, हरियाणा सरकार।
2. सभी प्रशासकीय सचिव, हरियाण सरकार।

को हरियाणा सरकार के अशा: क्रमांक 2558-2 जी०एस०-I-74, दिनांक 24-5-74 के संदर्भ में सूचनार्थ तथा आवश्यक कार्यवाही के लिए भेजी जाती है।

उप सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. वित्तायुक्त राजस्व, हरियाणा सरकार।
2. सभी प्रशासकीय सचिव, हरियाण सरकार।

अशा: क्रमांक 6746-2 जी०एस०-I-74 /

31-12-74

क्रमांक 1202-2 जी०एस०-I-75/11267

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्ष, आयुक्त अम्बाला तथा हिसार मण्डल, हरियाणा के सभी उपायुक्त तथा उपमण्डल अधिकारी।
2. रजिस्ट्रार पंजाब तथा हरियाणा उच्च न्यायालय तथा हरियाणा के सभी जिला तथा सत्र न्यायाधीश।

दिनांक, चण्डीगढ़ 30 अप्रैल, 1975

विषय :- अनुसूचित जातियों तथा पिछड़े वर्ग के उम्मीदवारों के लिए आरक्षित पदों को तदर्थ आधार पर भरने के बारे में।

महोदय,

मुझे निदेश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान हरियाणा सरकार के परिपत्र क्रमांक 4885-2 स०क०-71 दिनांक 25-10-71 की ओर दिलाऊँ (प्रति संलग्न है) और आपको सूचित करूँ कि इस पत्र में जारी की गई हिदायतों अनुसार अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवारों के लिए आरक्षित पदों को नीचे लिखे आर्डर अनुसार भरा जाना है:-

1. अनुसूचित जाति तथा पिछड़े वर्ग के उन उम्मीदवारों द्वारा जिनके बारे में लोक सेवा आयोग/अधीन सेवाएं प्रवरण मण्डल सिफारिश करें।
 2. अनुसूचित जाति तथा पिछड़े वर्ग के उन उम्मीदवारों द्वारा जो पहले तदर्थ आधार पर लगे हुए हैं।
 3. अनुसूचित जाति तथा पिछड़े वर्ग के लिए नये उम्मीदवारों को तदर्थ रूप से लगा दिया जाए।
 4. यदि अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवार तदर्थ नियुक्ति के लिए उपलब्ध न हों तो फिर अनुसूचित जाति तथा पिछड़े वर्ग से सम्बन्ध न रखने वाले उम्मीदवारों को तदर्थ रूप में लगा लिया जाए।
2. इस बारे में सरकार के नोटिस में यह बात आई है कि जब अधीन सेवायें प्रवरण मण्डल/लोक सेवा आयोग द्वारा आरक्षित पदों के लिए उम्मीदवारों की सिफारिश नहीं की जाती है क्योंकि उनके पास इन जातियों से सम्बन्ध रखने वाले उम्मीदवार उपलब्ध नहीं हैं तो सामान्य जाति से सम्बन्ध रखने वाले उम्मीदवारों द्वारा प्रतीक्षा सूची से विभागों द्वारा आरक्षित पदों को तदर्थ आधार पर भर लिया जाता है। ऐसा करना सरकार की हिदायतों के विरुद्ध है। इस अनियमितता को रोकने के लिए एक बार फिर आपसे अनुरोध किया जाता है कि जिन अनुसूचित

जाति तथा पिछड़े वर्ग के उम्मीदवारों के लिए आरक्षित पदों के लिए बोर्ड/आयोग द्वारा इस जाति के उम्मीदवारों की सिफारिश की जाती है तो ऐसे पदों को बोर्ड/आयोग द्वारा भेजी गई उम्मीदवारों की प्रतीक्षा सूची से सामान्य जाति से सम्बन्ध रखने वाले उम्मीदवारों द्वारा तदर्थ आधार पर न भरा जाए बल्कि आरक्षित पदों को उपरोक्त बताई गई हिदायतों अनुसार ही भरा जाए। यह आशा की जाती है कि इन हिदायतों की भविष्य में दृढ़ता से पालन किया जाएगा।

भवदीय

उप सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

एक प्रति:-

1. वित्तायुक्त, हरियाणा सरकार।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

सूचनार्थ तथा आवश्यक कार्यवाही के लिए भेजी जाती है।

उप सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. वित्तायुक्त, हरियाणा सरकार।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

अशा० क्रमांक 1202/2जी०एस०-I-75

दिनांक, चण्डीगढ़ 30 अप्रैल, 75

प्रतिलिपि क्रमांक 3672-2 जी०एस०-1-75, दिनांक 7-8-1975 जो मुख्य सचिव, हरियाणा की ओर से सभी विभागाध्यक्षों आदि को प्रेषित है।

विषय:- अनुसूचित जातियों एवं पिछड़े वर्गों को सरकारी नौकरियों में आरक्षण के विषय में रोस्टर कायम रखने के लिए प्रोफार्मा का निर्धारित किया जाना।

उपरोक्त विषय पर आपको सम्बोधित करते हुए मुझे यह कहने का निदेश हुआ है कि सरकार द्वारा अनुसूचित जातियों एवं पिछड़े वर्गों से सम्बन्धित सदस्यों को सेवा में आरक्षण दिए जाने के बारे में समय पर हिदायतें जारी की गई हैं परन्तु इन हिदायतों में यह स्पष्ट नहीं किया गया था कि आरक्षण देते समय रिक्तियों का रोस्टर किस प्रोफार्मा में रखा जाए, जिससे यह मालूम हो सके कि कौन सा पद अनुसूचित जातियों एवं पिछड़े वर्गों के सदस्यों के लिए आरक्षित किया गया है। इस बारे में सरकार ने मामले पर विचार करने के बाद यह निर्णय लिया है कि अनुसूचित जातियों एवं पिछड़े वर्गों से सम्बन्धित सदस्यों को सेवा में समय-समय पर जारी की गई हिदायतों के अनुसार आरक्षण देते समय संलग्न प्रोफार्मा में रोस्टर रखा जाए और तदनुसार ही आरक्षित पदों को भरा जाए।

2. आपसे यह अनुरोध किया जाता है कि उपरोक्त हिदायतों का दृढ़ता से पालन किया जाए तथा इसकी पावती भी भेजी जाए।

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Permanent/Temporary _____

Reservations brought forward from previous year			Particular of recruitment made				Reservation carried forward		Signature of appointing authority other authorised officer.	Remarks
Sch. Castes	Backward Classes	Dt. of recruitment	Roster and posts No.	Whether General or reserved for S.C./B.C. according to roster.	Name of the person appointed and date of appointment.	Whether S.C./B.C. if not Say 'Neither'.	Scheduled Castes	Backward Classes.		
1	2	3	4	5	6	7	8	9	10	11

No. 5074-2GS-I-75/21 828

From

The Chief Secretary to Govt., Haryana.

To

- (1) All Heads of Departments, Commissioner Ambala and Hisar Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
- (2) The Registrar,
Punjab and Haryana High Court and all the Districts and Sessions Judges in Haryana.

Dated, Chandigarh, the 17th Aug., 1976.

Subject : Reservation of posts for Scheduled Castes, Scheduled Tribes, Backward Classes under the services of the Haryana Government.

Sir,

I am directed to address you on the subject noted above and to say that in the instructions issued *vide* Joint Punjab Government letter No. 1945-WG-54/17246, dated, the 17th March 1954 (Copy enclosed for ready reference). It was laid down that before posts reserved for Backward Classes are thrown open to others, they should first be offered to candidates of Scheduled Castes/Tribes, if available. In the same way before posts meant for Sch. Castes/Tribes are thrown open to others owing to non-availability of suitable candidates, they are to be offered first to the candidates belonging to Backward Classes.

2. In this connection, I am also to invite your attention to the instructions issued *vide* Haryana Government letter No. 2812-2GS-I-76/11578 dated the 5th May, 1976. In para I (iii) of these instructions it was laid down that if as a result of an advertisement issued by the Haryana Public Service Commission/Subordinate Services Selection Board, suitable candidates for the reserved posts are not available, then those posts shall be re-advertised by the Commission/Board, as the case may be without awaiting a further reference from the concerned Department, before they are de-reserved on account of non-availability of suitable candidates. In view of the instructions contained in Joint Punjab Government letter No. 1945-IWG-54/17246 dated the 17th March, 1954, referred to above it has now been decided that the Commission/Board shall also mention in the second and third advertisements that in case candidates belonging to Scheduled Castes/Backward Classes are not available, the posts shall be filled up from amongst the candidates belonging to Backward Classe/Scheduled Castes and if suitable candidates are still not available then the posts shall be de-reserved and filled up from amongst the candidates belonging to general category. When a post reserved for Scheduled Castes is filled up from amongst the candidates belonging to Backward Classes, the necessary adjustment will be carried out in the block i.e. the next reserved posts will be given to the candidates belonging to Backward Classes, and *vice versa*, provided that

the total reservation to a particular class in any category of posts does not exceed the prescribed percentage of reservation.

3. These instructions may be brought to the notice of all concern working under you for strict compliance.

Yours faithfully,

Sd/-

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

क्रमांक 1549-2जी0एस0-I-77/दि0 5-4-1977

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

- (1) हरियाणा के सभी विभागाध्यक्ष, आयुक्त अम्बाला तथा हिसार मण्डल, सभी उपायुक्त तथा उप मण्डल अधिकारी।
- (2) रजिस्ट्रार, पंजाब तथा हरियाणा हाई कोर्ट तथा हरियाणा के सभी जिला तथा सत्र न्यायाधीश।

दिनांक : चण्डीगढ़ 5 अप्रैल, 1977

विषय : अनुसूचित जातियों एवं पिछड़े वर्गों से सम्बन्धित व्यक्तियों को आकस्मिक श्रम में आरक्षण देना।

महोदय,

उपरोक्त विषय पर आपको सम्बोधित करते हुए मुझे यह कहने का निदेश हुआ है कि हरियाणा राज्य में वर्तमान जारी की गई हिदायतों के अनुसार सेवाओं में अनुसूचित जातियों एवं पिछड़े वर्गों से सम्बन्धित व्यक्तियों को निम्नलिखित आरक्षण प्रदान किया जाता है:-

- | | |
|-------------------------------------|-----|
| (1) अनुसूचित जातियों के लिए | 20% |
| (2) पिछड़े वर्गों के सदस्यों के लिए | 2% |

2. वर्तमान नीति के अनुसार अनुसूचित जातियों एवं पिछड़े वर्गों से सम्बन्धित व्यक्तियों को राज्य सरकार के विभागों में दैनिक तथा मासिक तौर पर भर्ती की जाने वाली आकस्मिक श्रम को भर्ती के समय आरक्षण नहीं दिया जाता है। इसलिए इस मामले को विचारने के उपरान्त सरकार ने यह निर्णय लिया है कि अनुसूचित जातियों तथा पिछड़े वर्गों से सम्बन्धित व्यक्तियों को यथा सम्भव राज्य सरकार के सभी विभागों द्वारा दैनिक तथा मासिक तौर पर भर्ती की जाने वाली आकस्मिक श्रम में भी आरक्षण ऊपर पैरा-1 में बताए गए प्रतिशत के हिसाब से दिया जाए।

3. यह अनुरोध किया जाता है कि उपरोक्त हिदायतों का कठोरता से पालन किया जाए तथा सभी सम्बन्धित कर्मचारियों के नोटिस में लाया जाए।

भवदीय,

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

एक प्रति निम्नलिखित :-

- (1) वित्तायुक्त राजस्व, हरियाणा सरकार।
- (2) सभी प्रशासकीय सचिव, हरियाणा सरकार।

को सूचनार्थ तथा आवश्यक कार्यवाही के लिए भेजी जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

- (1) वित्तायुक्त राजस्व, हरियाणा सरकार।
- (2) सभी प्रशासकीय सचिव, हरियाणा सरकार।

अशा: क्रमांक 1549-2 जी0एस0-I-77,

दिनांक चण्डीगढ़ 5-4-1977

No. 22/59/8 I-3GS III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala & Hisar Divisions.
All Deputy Commissioners & Sub Divisional Officers (C) Haryana.
2. The Registrar,
Punjab & Haryana High Court,
Chandigarh.

Dated Chandigarh the 14th October, 1981

Subject: Regarding employees belonging to the Scheduled Castes and Backward Classes appointed on adhoc-basis continuance in service thereof.

Sir,

I am directed to say that the Committee on the Welfare of Scheduled Castes and Scheduled Tribes in their Fourth Report presented to the Haryana Vidhan Sabha on the 29th March 1979 have observed that persons belonging to the Scheduled Castes are not getting adequate share in respect of adhoc appointments made by various departments of the Govt. and that this should not be repeated in future and the Government should be vigilant to check to such defaults wherever these are committed.

2. In this connection, your attention is invited to State Government circular letter No. 4885-SW-71/ dated the 25th October, 1971 and circular letter I201-2-GSI-75, dated the 30th April, 1975 which lay down the manner in which appointment should be made to the posts reserved for the persons belonging to the Scheduled Castes and Backward Classes. The State Government desire that the above mentioned instructions should be followed meticulously and any deviation coming to your notice should be taken up for corrective action immediately. It should be made clear to all concerned that strict action would be taken for any default in this behalf.

Yours faithfully,

Sd/-

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

A copy is forwarded to: —

- (i) The Financial Commissioner, Revenue and
- (ii) All Administrative Secretaries to Government,
Haryana for information and necessary action.

Sd/-

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

To

- (i) The Financial Commissioner, Revenue, and
- (ii) All Administrative Secretaries to Government, Haryana.

U.O. No. 22/59/81-3GSIII

Dated Chandigarh, the 14th Oct. 1981.

Annexure "A"

प्रतिलिपि आयुक्त एवं सचिव, हरियाणा सरकार, समाज कल्याण विभाग क्रमांक 4885 स.क.-1-71/18166-200 दिनांक 25 अक्टूबर, 1971 को हरियाणा के सभी विभागाध्यक्षों, आयुक्त अम्बाला मण्डल, सभी उपायुक्त तथा मण्डल अधिकारी को सम्बोधित है।

विषय:-- अनुसूचित जाति तथा पिछड़े वर्ग के उन उम्मीदवारों को सेवा में रखे रहने के बारे में जो तदर्थ आधार पर नियुक्त है।

संदर्भ उपर्युक्त विषय पर।

2. सरकार को कुछ आवेदन-पत्र प्राप्त हुए थे जिनमें यह मांग की गई थी कि अनुसूचित जाति तथा पिछड़े वर्ग के उन उम्मीदवारों को लोक सेवा आयोग/अधीन सेवाएं प्रवरण मण्डल की परीक्षा/साक्षात्कार पास किए बिना नियमित कर दिया जाए जोकि तदर्थ आधार पर नियुक्त किए हुए हैं। इस बारे में सरकार ने यह निर्णय लिया है कि किसी तदर्थ आधार पर नियुक्त किए गए अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवार को नियमित रूप से लगाने के लिए लोक सेवा आयोग/अधीन सेवाएं प्रवरण मण्डल की परीक्षा साक्षात्कार से छूट नहीं दी जा सकती है तथा नियमित नियुक्ति के लिए यह आवश्यक है कि वह योग्यताएं आदि पूरी करता हो और लोक सेवा आयोग/अधीन सेवाएं प्रवरण मण्डल द्वारा सलैक्ट किया जाए।

3. सरकार की हिदायतों के अनुसार अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवारों के लिए 22 प्रतिशत पद आरक्षित हैं। नियमित रूप से इन आरक्षित पदों को न भरे जाने के बारे में जो कठिनाइयां कई विभागों में पेश आ रही हैं उनको देखते हुए यह निर्णय लिया गया है कि जो पद अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवारों के लिए आरक्षित हैं उन्हें नीचे लिखे आर्डर से भरा जाए:--

- (1) अनुसूचित जाति तथा पिछड़े वर्ग के उन उम्मीदवारों द्वारा जिनके बारे में लोक सेवा आयोग/अधीन सेवाएं प्रवरण मण्डल सिफारिश करें।
- (2) अनुसूचित जाति तथा पिछड़े वर्ग के उन उम्मीदवारों द्वारा जो पहले तदर्थ आधार पर लगे हुए हैं।
- (3) अनुसूचित जाति तथा पिछड़े वर्ग के नए उम्मीदवारों को तदर्थ रूप से लगा लिया जाए।
- (4) यदि अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवार तदर्थ नियुक्ति के लिए उपलब्ध न हो तो फिर अनुसूचित जाति तथा पिछड़े वर्ग से सम्बन्ध न रखने वाले उम्मीदवारों को तदर्थ रूप से लगा लिया जाए। इससे स्पष्ट है कि आरक्षित पदों को नियमित रूप से भरने के समय आयोग/बोर्ड द्वारा सिफारिश किए गए अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवारों को लगाया जाए और यदि आयोग/बोर्ड द्वारा

सिफारिश किए गए उपरोक्त जाति के उम्मीदवार उपलब्ध न हों तो तदर्थ रूप से भी यह रिक्तियां उपरोक्त जाति के लगे हुए या नए उम्मीदवारों द्वारा ही भरी जाएं और केवल उस स्थिति में जब उपरोक्त जाति के उम्मीदवार उपलब्ध न हों तो ही दूसरी जाति के उम्मीदवार तदर्थ रूप से लगाए जा सकते हैं।

- (5) यहां पर यह स्पष्ट किया जाता है कि अनुसूचित जाति तथा पिछड़े वर्ग के जो उम्मीदवार तदर्थ आधार पर नियुक्त हैं और वे निर्धारित योग्यताओं को पूरी नहीं करते तो उनको किसी प्रकार की प्रोटेक्शन नहीं दी जाएगी और उनको तुरन्त नौकरी से निकालकर ऐसे अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवारों को नियुक्त किया जाए जो कि निर्धारित योग्यताओं को पूरी करते हों।

4. कृपया इस पत्र की पावती भेजी जाए।
-

No. 22/86/82-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments in Haryana,
Commissioners, Ambala & Hisar Divisions,
All Deputy Commissioners & Sub Divisional
Officers (Civil) in Haryana.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh
and all District & Session Judges in Haryana.
3. All Heads of Corporations and Boards in Haryana.

Dated, Chandigarh, the January 7, 1987.

Subject :— **Revision of proforma regarding representation of reserved categories for the period ending June and December each year.**

Sir,

I am directed to invite your attention to the above noted subject and to forward herewith a copy of revised proforma alongwith guidelines for filling up the revised performa. You are requested to send the requisite information relating to your Department direct to the Director, Welfare of Scheduled Castes and Backward Classes Department, Haryana, Chandigarh. The information is now to be sent half yearly instead of quarterly within one month of the completion of the period. The half yearly information for the period ending 31-12-86 should be sent to the Director, Welfare of SC/BC by 31.2.87 positively.

Yours faithfully,

Sd/-

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

PROFORMA “I”

**STATEMENT SHOWING THE NUMBER OF RESERVED POSTS/VACANCIES FILLED FROM THE MEMBERS OF SCHEDULED CASTES/BACKWARD CLASSES/
EX-SERVICEMEN AND PHYSICALLY HANDICAPED IN THE DEPARTMENT _____**
FOR THE HALF YEARLY ENDING _____

Class	Category of posts	Total Number of posts/ vacancies filled during the half yearly under report.	Number of posts/ vacancies reserved according to Roster Register 1st				Number of candidates appointed during the Half year under report from				Shortfall				Reasons for shortfall
											S.C.	B.C.	E.S.M.	P.H.	
			S.C.	B.C.	E.S.M.	P.H.	S.C.	B.C.	E.S.M.	P.H.	(4-9)	(5-9)	(6-10)	(7-11)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

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OVERALL POSITION OF RESERVED CATEGORIES FOR THE PERIOD ENDING ON _____
NAME OF THE DEPARTMENT/CORPORATION/BOARD _____

Class	Total No. of employees I in Position	S.C.	%age	No. of employees of reserved categories out of column No. 2 and their percentage.								
				B.C.	%age	E.S.M.	%age	P.H.	Deaf	Orthope- dically.	Total (6+7+8)	%age
1	2	3		4	5	6	7	8	9	10		

1— Direct

By Promotion

II- Direct

By Promotion

III- Direct

By Promotion

IV- Direct

(i) Including Sweeper/Scavengers.

(ii) Excluding Sweeper/
Scavengers.

No. 22/15/90-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners of the Divisions, All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the

Subject :— Grant of reservation benefit to Scheduled Castes and Backward Classes candidates in the adhoc/dialy wages appointments.

Sir,

I am directed to invite your attention to Haryana Government letter No. 1549-2GSI.I.77, dated 5-4-77 on the above noted subject and to say that under these instructions the reservation benefit in the appointments to casual labour appointed on daily/monthly basis has been allowed to the SC/BC categories. With regard to the grant of reservation benefit in adhoc appointments attention is invited to instructions issued vide No. 1202-2GSI-75/11267, dated 30-4-75 (Copy enclosed).

2. It has been brought to the notice of Govt. that these instructions are not being followed while making appointments on daily/monthly rated basis and on adhoc basis. It is, therefore, requested that reservation benefit according to above instructions may be given to the SC/BC candidates while making adhoc/daily/monthly wages appointments.

3. These instructions may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/55/90-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar,
Punjab and Haryana High Court,
Chandigarh.

Dated, Chandigarh, 23rd December, 1994.

Subject :— **Reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen under the services of Haryana State.**

Sir,

I am directed to invite your attention to subject noted above and the instructions issued in this regard by the Govt. vide No. 22/51/93-3GS-III, dated 9.11.1994 (copy enclosed). It is presumed that the implementation of these instructions would have been taken up by the Departments. Progress in this regard may be intimated immediately.

Yours faithfully,

Sd/-

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

प्रेषक

निदेशक,
अनुसूचित जातियां एवं पिछड़े वर्ग,
कल्याण विभाग, हरियाणा।

सेवा में

1. सभी विभागाध्यक्ष,
हरियाणा राज्य में।
2. सभी निगम/बोर्ड,
हरियाणा राज्य में।
3. आयुक्त,
अम्बाला, रोहतक, हिसार तथा
गुड़गांव मण्डल।
4. सभी उपायुक्त,
हरियाणा राज्य में।

क्रमांक ई.सी.-1/96/20493-663

दिनांक : 20-7-95

Subject :— Reservation of posts for the Scheduled Castes and Backward Classes and Ex-Servicemen under the services in Haryana State.

उपरोक्त विषय पर मुख्य सचिव, हरियाणा सरकार के पत्र क्रमांक 22/55/90-3 जी.एस.-III, दिनांक 9.11.94 के संदर्भ में जारी की गई हिदायतों के अनुसार अनुसूचित जाति के उम्मीदवारों को सरकारी सेवाओं में आरक्षण प्रदान करने हेतु ग्रुप 'ए' तथा 'बी' में बांटा गया है। इन हिदायतों के अनुसार 50 प्रतिशत रिक्तियां ग्रुप 'ए' तथा 50 प्रतिशत ग्रुप 'बी' द्वारा भरी जानी हैं। अतः आपसे अनुरोध है कि पदों का विज्ञापन करते समय रिक्त पदों को उक्त हिदायतों अनुसार ग्रुप 'ए' तथा 'बी' में बांट कर अधीन सेवायें प्रवरण मण्डल/लोक सेवा आयोग/नियोक्ता ऐजन्सी को भेजी जायें ताकि आरक्षित वर्गों को पूर्ण लाभ दिया जा सके।

उप-निदेशक (प्रशि०),
कृते : निदेशक, अनुसूचित जातियां एवं पिछड़े
वर्ग कल्याण विभाग, हरियाणा।

No. 22/55/90-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners Amabala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil), in Haryana.
2. The Registrar, Punjab and Haryana High Court. Chandigarh.

Dated : Chandigarh, the 30-8-1995

Subject :— Reservation of posts for Scheduled Castes, Backward Classes and Ex-Servicemen under the services of Haryana State.

Sir,

I am directed to invite your attention to para (i) of Haryana Govt. instructions No. 22/55/90-3GS-III, dated 9-11-94 on the subject cited above and to say that the spellings of Chamars, Jatia Chamars, Rahgars, Raigars, Ravidasias and Ramdasias may please be read as under, Chamar, Jatia Chamar, Regar, Raigar, Ravidasi and Ramdasi.

2. It has come to the notice of Govt. that inspite of clear instructions the departments do not indicate the numbers of Block 'A' and Block 'B' vacancies meant for Scheduled Castes in their requisition to HPSC/SSS Board. You are, therefore, requested that the hence forth vacancies meant for Block 'A' and Block 'B' of S.C.s may be shown clearly in the requisition to enable the HPSC/SSS Board to advertise the posts and make recruitment accordingly.

Sd/-

Superintendent General Services-III,
for Chief Secretary to Government, Haryana.

No. 22/73/92-3 GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of the Departments, Commissioners Ambala, Rohtak, Gurgaon and Hisar Divisions, All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 10th January, 1997.

Subject :— Reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen under the services of Haryana State.

Sir,

I am directed to invite your attention to Haryana Government letter No. 38/20/78-2 GS-I, dated the 9th February, 1979, and all other instructions issued to this effect from time to time and to say that the said instructions does not envisage that the employees belonging to Scheduled Castes and backward classes categories who are promoted to the higher posts in the cadre earlier by virtue of the reservation policy, should be given the seniority on the higher post over and above their seniors in the feeder cadre. But it has come to the notice of the Government that in practice the employees belonging to Scheduled Castes and backward classes categories on their promotion to the next higher posts in the cadre by applying the rule of reservation get accelerated seniority over their seniors in the feeder cadre.

2. The Hon'ble Supreme Court in its judgement dated 1-3-1996 in *Ajit Singh Januja Vs. State of Punjab* and others has specifically held as under :—

“We respectfully concur with the view in *Union of India Vs. Virpal Singh Chauhan*, (Supra) that seniority between the reserved category candidates and general candidates in the promoted category shall continue to be governed by their panel position i.e. with reference to their inter seniority in the lower grade. The rules of reservation gives accelerated promotion, but it does not give the accelerated “consequential seniority”. If a Scheduled Castes/Scheduled Tribe candidate is promoted earlier because of the rule of reservation/roster and his senior belonging to the general category candidate is promoted later to that higher grade the general category candidate shall regain his seniority over such earlier promoted scheduled caste/tribes candidate. As already pointed out above that when a scheduled caste/tribe candidate is promoted earlier by applying the rule of reservation/roster against a post reserved for such scheduled caste/tribe candidate in this process he does not supersede his seniors belonging to the general category. In this process there was no occasion to examine the merit of such scheduled caste/tribe candidate vis-a-vis his seniors belonging to the general category. As such it will be only rational, just and proper to hold that when the general category candidate is promoted later from

the lower grade to the higher grade, he will be considered senior to a candidate belonging to the scheduled caste/tribe who had been given accelerated promotion against the post reserved for him. Whenever a question arises for filling up a post reserved for scheduled caste/tribe candidate in still higher grade then such candidate belonging to scheduled caste/tribe shall be promoted first but when the consideration is in respect of promotion against the general category post in still higher grade then the general category candidate who has been promoted later shall be considered senior and his case shall be considered first for promotion applying either principle of seniority cum merit or merit cum seniority. If this rule and procedure is not applied then result will be that majority of the posts in the higher grade shall be held at one stage by persons who have not only entered in service on basis of reservation and roster but have excluded the general category candidates from being promoted to the posts reserved for general category candidates merely on the ground of their initial accelerated promotions. This will not be consistent with the requirement or the spirit of Article 16(4) or Article 335 of the Constitution.”

3. On the basis of this judgement various employees of different departments belonging to general category have got decisions in their favour from the Punjab and Haryana High Court. The Hon’ble High Court in its judgement dated July 10, 1996, given in CWP No. 3587 of 1966 titled Madan Lal Duggal and S.M. Arora Vs. the State of Haryana and others has held as under :—

“For the reasons stated above, petitioners succeed and the writs filed on their behalf deserve to be allowed. The employee belonging to reserved category, simply on account of their accelerated promotions over their seniors in the lower post, can not claim promotion earlier to the general category employees. In other words, the mere fact that the reserved category employees have been promoted prior in point of time from their admitted seniors, they can not claim promotion to the next higher post in Class-I or II service on the basis of their having been promoted from the lower posts earlier in point of time. The authorities concerned are, thus, directed to consider the case of all, the concerned employees in light of observations made by us in this judgement and accordingly promote them to the next higher posts i.e. in Class-I and II service.”

In view of the aforesaid judgements of Hon’ble Supreme Court and Punjab & Haryana High Court, it is thus clear that under the reservation policy, the employees belonging to Scheduled Castes and backward classes categories can be given accelerated promotions but not accelerated consequential seniority and that the inter-se seniority of the employees of general category and reserved categories should continue to be governed by their original seniority in the feeder cadres.

5. **The matter has been carefully examined and it has been decided that from the date of pronouncement of the judgement by Hon’ble Supreme Court in the case of R.K. Sabharwal Versus State of Punjab i.e. 10.2.1995. no employee belonging to reserved categories of scheduled castes or backward classes be given the benefit of accelerated seniority and other consequential benefits over his/her senior on account of his/her accelerated promotion from the feeder services under the policy of reservation in Class III and IV services.**

Yours faithfully,

Sd/-

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

No. 22/88/96-3 GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments.
2. Commissioners Ambala/Hisar/Rohtak & Gurgaon Divisions.
3. All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
4. The Registrar, Punjab & Haryana High Court.

Dated Chandigarh, the 25th June, 1997.

Subject :— Instructions regarding the candidates belonging to S.C. & B.C. selected on his own merit and not by virtue of rule of reservation.

Sir,

I am directed to invite your attention to Haryana Government instructions issued vide No. 1257-2GS III-75/7995, dated 25-3-1975 on the subject cited above wherein it has been laid down that the number of post filled in by appointing candidates belonging to Scheduled Castes and Backward Classes categories who are selected on their own merit should be reduced from the reserved quota meant for their category and to say that the Hon'ble Supreme Court while deciding the case of Indira Sawhney has passed on 16-11-92 the following order :—

“In this connection it is well to remember that the reservation under Article 16(4) do not operate like a communal reservation. It may well happen that some members belonging to, say Scheduled Castes get selected in the open competition field on the basis of their own merit; they will not be counted against the quota reserved for Scheduled Castes ; they will be treated as open competition candidates”.

2. Keeping in view the above decision the matter has been considered by the Government and it has been decided to amend this department's instructions issued vide No. 1257-2 GSI-75/7995, dated 25-3-1976 as under :—

“If any member/members belonging to Scheduled Castes/Backward Classes is/are selected in the open competition for direct recruitment on the basis of their own merit they will not be counted against the quota reserved for Scheduled Castes/Backward Classes, they will be treated as open competition candidates. However such candidates should fulfil condition of eligibility regarding age etc. as are meant for general category candidates.”

3. These instructions may kindly be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/12/97-3GS-III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments,
Commissioners, Ambala, Rohtak, Gurgaon, and Hisar
Divisions. All Deputy Commissioners
and Sub-Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab & Haryana High Court,
Chandigarh.

Dated : Chandigarh, the 13-1-1999.

Subject :— Reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen under the Services of Haryana State.

Sir,

I am directed to draw your attention to the instructions issued *vide* Haryana Govt. Circular letter No. 22/73/92-3GS-III dated 10-1-97 on the subject noted above and to say that these instructions have been quashed by the Supreme Court of India in SLP No. 3449/97-Jagdish Lal and others Vs. State of Haryana and others and a review filled against this decisions was also dismissed. opinion of L.R. was obtained, who opined that the instructions dated 10-1-97 stand eclipsed in terms of order dated 25.3.97 of the Hon'ble Apex Court. The Administrative Govt. have thus to proceed in the matter of promotion as if the instructions dated 10.1.97 had not come into force.

2. It is thus made clear that action in the matter is to be taken as if the instructions dated 10-1-97 have not come into force. However, some other SLPs on the subject are pending before the Apex Court. Therefore, promotion if any shall have to be made expressly conditional subject to the result of the SLPs pending before the Hon'ble Apex Court.

3. This may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

Government of Haryana
General Administration Department
General Services-III Branch

No. 22/73/92-3GSIII

Chandigarh, 5th March, 2009

To

1. All Heads of Departments, Commissioners & Administrative Secretaries.
2. All the Heads of Departments in the State of Haryana.
3. The Commissioners, Ambala, Rohtak, Gurgaon & Hisar Divisions.
4. All the CAs/MDs of Boards/Corporations/Public Sector Undertakings etc.
5. The Registrar, Punjab and Haryana High Court, Chandigarh.
6. All Deputy Commissioners & Sub-Divisional Officers (C).

Subject :— Stepping-up of pay of senior general category employees at par with their junior counterparts of reserved categories employees.

Sir/Madam,

I am directed to invite your attention to the subject cited above and to say that consequent upon the judgement given by the Hon'ble Supreme Court of India in the case of Ajit Singh Januja and others Vs. State of Punjab and R.K. Sabharwal instructions were issued vide letter No. 22/73/92-3GS-III dated 14-10-99 *vide* which it was decided that the no employee belonging to the reserved categories of Scheduled Castes or Backward Classes should be allowed the benefit of accelerated seniority over his/her senior belonging to General Category on account of his/her accelerated promotion from the feeder service under the policy of reservation.

2. Some Departments are approaching the General Administration Departments for seeking clarification whether the benefit of stepping-up of pay of the senior General category employee at par with the pay of their juniors of reserved category employees is admissible.

3. The Hon'ble Punjab & Haryana High Court *vide* order dated 18-11-2008, in CWP No. 5956 of 2008 titled as Charan Dass, Deputy Superintendent Vs. State of Haryana has held that the petitioner is entitled to be stepped-up in his scale of pay on the date of his promotion to the next higher post as Assistant on par with his junior Rameshwar Dass (B.C.) who was promoted earlier and still later to the posts of Deputy Superintendent and Superintendent at the respective level 2,3 & 4 from the dates when he assumed office at the promotion posts.

4. Keeping in view the aforesaid judgement, it has been decided to give the benefit of stepping-up of pay to the general category employees at par that of their junior counterparts of

reserved category at level 2,3 & 4 *i.e.* Assistant, Deputy Superintendent and Superintendent or as the case may be. The officials/officers concerned will be entitled to the benefit of pay and allowances notionally from the date their juniors belonging to reserved categories were promoted and actual benefit of stepping-up of pay will be admissible to them from the actual date of promotion in their respective cadres. However, such benefits may be given with the approval of Appointing Authority. This issues with the concurrence of the Finance Department conveyed *vide* their U.O. No. 12/53/2000-1 FG-I /370(09), dated 4-3-2009.

Yours faithfully,
Sd /-
Under Secretary
for Chief Secretary to Government Haryana,
General Administration Department.

A copy is forwarded to the Financial Commissioner & Principal Secretary to Government, Haryana, Finance Department w.r.t. his U.O. No. 12/53/2000-1FG-I/370(09), dated 4-3-2009.

Sd /-
Under Secretary
for Chief Secretary to Government Haryana,
General Administration Department.

To

The Financial Commissioner & Principal Secretary to Government, Haryana,
Finance Department.

U.O. No. 22/132/2008-3GS-III

Dated 5th March, 2009

Endst No. 22/132/2008-3GS-III

Dated 5th March, 2009

A copy is forwarded to the Accountant General (A & E) Haryana, Chandigarh for information and necessary action.

Sd /-
Under Secretary
for Chief Secretary to Government Haryana,
General Administration Department.

Internal circulation

State Informatics Officer, National Informatics Centre, Haryana for hosting
on the State's website.

Government of Haryana
General Administration Department
General Services-III Branch

No. 22/132/2008-3GSIII

Chandigarh, 17th March, 2009

To

1. All Financial Commissioners & Administrative Secretaries.
2. All the Heads of Departments in the State of Haryana.
3. The Commissioners, Ambala, Rohtak, Gurgaon & Hisar Divisions.
4. All the CAs/MDs of Boards/Corporations/Public Sector Undertakings etc.
5. The Registrar, Punjab and Haryana High Court, Chandigarh.
6. All Deputy Commissioners & Sub-Divisional Officers (C).

Subject :— **Stepping-up of pay of senior general category employees at par with their junior counterparts of reserved categories employees.**

Sir/Madam,

I am directed to invite your attention to the State Government letter No. 22/132/2008-3GS-III, dated 5-3-2009 on the subject noted above and to intimate that it has been decided to keep the letter dated 5-3-2009 referred to above in abeyance till further orders.

Yours faithfully,

Sd/-

Under Secretary
for Chief Secretary to Government Haryana.
General Administration Department.

A copy is forwarded to the Financial Commissioner & Principal Secretary to Government, Haryana, Finance Department w.r.t. his U.O. No. 12/53/2000-1FG-I/370(09), dated 4-3-2009.

Sd/-

Under Secretary
for Chief Secretary to Government Haryana,
General Administration Department.

To

The Financial Commissioner & Principal Secretary to Government, Haryana,
Finance Department.

U.O. No. 22/132/2008-3GS-III

Dated 5th March, 2009

Endst No. 22/132/2008-3GS-III

Dated 5th March, 2009

A copy is forwarded to the Accountant General (A & E) Haryana, Chandigarh for information and necessary action.

Sd/-

Under Secretary
for Chief Secretary to Government Haryana,
General Administration Department.

Internal circulation

State Informatics Officer, National Informatics Centre, Haryana for hosting
on the State's website.

Government of Haryana
General Administration Department
General Services-III Branch

No. 22/132/2008-3GSIII

Chandigarh, the 29th May, 2009

To

1. All Financial Commissioners & Administrative Secretaries.
2. All the Heads of Departments in the State of Haryana.
3. The Commissioners, Ambala, Rohtak, Gurgaon & Hisar Divisions.
4. All the CAs/MDs of Boards/Corporations/Public Sector Undertakings etc.
5. The Registrar, Punjab and Haryana High Court, Chandigarh.
6. All Deputy Commissioners & Sub-Divisional Officers (C).

Subject :— **Stepping-up of pay of senior general category employees at par with their junior counterparts of reserved categories employees.**

Sir/Madam,

I am directed to invite your attention to the State Government letter No. 22/132/2008-3GS-III, dated 5-3-2009 vide which it was decided to Step-up of pay of senior general category employees at par with their junior counterparts of reserved categories employees. However, it was withheld vide Government letter No. 22/132/2008-3GS-III dated 17-3-2009.

2. Now, on reconsideration, Government has decided to withdraw the letter dated 17-3-2009 referred to above. It is, therefore, requested that the further necessary action on the above cited subject be taken as per Government instructions issued vide letter No. 22/132/2008-3GS-III, dated 5-3-2009.

Yours faithfully,

Sd /-

Under Secretary
for Chief Secretary to Government Haryana.
General Administration Department.

A copy is forwarded to the Financial Commissioner & Principal Secretary to Government, Haryana, Finance Department in continuation of Government U.O. No. 22/132/2008-3GS-III dated 5-3-2009.

Sd/-

Under Secretary
for Chief Secretary to Government Haryana,
General Administration Department.

To

The Financial Commissioner & Principal Secretary to Government, Haryana,
Finance Department.

U.O. No. 22/132/2008-3GS-III

Dated Chandigarh, the 29th May, 2009

Endst No. 22/132/2008-3GS-III

Dated Chandigarh, the 29th May, 2009

A copy is forwarded to the Accountant General (A & E) Haryana, Chandigarh for information and necessary action.

Sd/-

Under Secretary
for Chief Secretary to Government Haryana,
General Administration Department.

Internal circulation

State Informatics Officer, National Informatics Centre, Haryana for hosting
on the State's website.

CHAPTER-IV
(INSTRUCTIONS ON BACKWARD CLASSES)

No. 4/12/79-GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala and Hisar Divisions.
All Deputy Commissioners and Sub- Divisional Officers (Civil) in Haryana State.
2. The Registrar, Punjab and Haryana High Court Chandigarh.

Dated Chandigarh, the 18th September, 1979.

Subject : Increase in the percentage of reservation for persons belonging to Backward Classes

Sir,

I am directed to refer to Haryana Government letter No. 38/20/78-2GS-I, dated the 9th February, 1979, on the subject noted above and to say that the State Government has decided to increase the quota of reservation of posts for Backward Classes from 5% to 10% and to decrease the reservation of posts for Ex-servicemen from 25% to 20% in the services of Haryana. Accordingly, the quantum of reservation for these categories of persons will be as under :—

By direct recruitment

- | | |
|--------------------------|---|
| (i) For Backward Classes | 10% (in class I, II, III, and IV posts) |
| (ii) For Ex-servicemen | (a) 5% (in class I & II posts) |
| | (b) 20% (in class III & IV posts) |

By promotion

- | | |
|--------------------------|--|
| (i) For Backward Classes | 10% (in class III and IV posts on the basis of seniority-cum-merit. There will be no reservation in Class I and II posts). |
| (ii) For Ex-servicemen | Nil. |

2. Henceforth, in a block of 100 posts in each cadre, the following posts should be reserved for persons belonging to Backward Classes and for Ex-servicemen :—

- (i) *For persons belonging to Backward Classes. (for promotion to Class III and IV posts on the basis of selection from a slab of 3 officials and direct recruitment to all classes of posts).*

10-16-22-32-46-56-70-76-86 and 96.

- (ii) *For Ex-servicemen (for direct recruitment to Class-III and IV posts). 2-6-12-20-26-30-36-40-44-48-52-60-62-66-72-80-82-90-94 and 98.*

3. These instructions should be brought to the notice of all concerned working under you for strict compliance.

4. Receipt of this communication may please be acknowledged.

Yours faithfully,

Sd/-

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

A copy each is forwarded to the :—

- (i) Financial Commissioner Revenue, Haryana;
- (ii) All Administrative Secretaries to Government, Haryana.

for information and necessary action.

Sd/-

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

To

- (i) The Financial Commissioner, Revenue, Haryana.
- (ii) All Administrative Secretaries to Govt., Haryana.

U.O. No. 4/12/79-GS-III,

dated Chandigarh, the 18th Sept. 1979.

No. 22/51/93-3 GS-III

From

The Chief Secretary to Govt., Haryana.

To

1. All the Deputy Commissioners in Haryana.
2. All the Sub-Divisional Officers (Civil) in Haryana

Dated, Chandigarh, the 12th May, 1994.

Subject :— Reservation for Other Backward Classes-Exclusion of Creamy Layer for the purpose of appointment in services and posts under the Government of India certificate to be produced by the candidates.

Sir,

I am directed to invite a reference to Memo No. E-I/94/1935-2019, dated 1-2-1994 from the Director, Welfare of Scheduled Castes & Backward Classes Department, Haryana, Chandigarh forwarding therewith a copy of instructions, alongwith its enclosures, issued from the Government of India, Ministry of Personnel Public Grievances & Pensions (Department of Personnel & Training), New Delhi vide their letter No. 36012/22/93-Estt. (SCT), dated 15-11-1993 (copy enclosed) regarding issue of certificates to Other Backward Classes for services under the Government of India and the Corporate Bodies thereof.

2. It is clear from the above references, that Government of India has started implementing reservation of Other Backward Classes for 27% posts in direct recruitment for Central Government Services. The necessary certificates in respect of Other Backward Classes have to be issued by the Deputy Commissioners/S.D.Os. (Civil) in Haryana as per procedure already laid down in the case of Scheduled Castes & Backward Classes certificates. While issuing these certificates the authority issuing the certificate has also to ascertain, whether the candidate belongs to the 'Creamy Layer' and thereafter certify if he does not belong to the 'Creamy Layer' as per Government of India's instructions enclosed. Specimen certificate declaring that a candidate belongs to 'Other Backward Classes' is enclosed. Application form, common list of 'Other Backward Classes' as prepared by the Government of India, already circulated by the Social Welfare Department, Haryana are also enclosed.

Five spare copies for use of District Revenue Officers/Tehsildars (Revenue) are also being sent to Deputy Commissioners alongwith.

Please acknowledge receipt.

Yours faithfully,

Sd/-

Under Secretary General Administration,
for Chief Secretary to Government, Haryana,

No. 36012/22/93-Estt. (SCT)

Government of India,
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi.

Dated the 15th, Nov., 1993

To

The Chief Secretary of all the
State Governments/Union Territories.

Subject :— Reservation for Other Backward Classes exclusion of Creamy Layer for the purpose of appointment in services and posts under the Government of India Certificate to be produced by the candidates.

Sir,

I am directed to say that the Government of India has issued instructions on 8-9-93 provided for reservation to Other Backward Classes in the services and posts under the Government of India (A copy of this O.M. is enclosed). The Other Backward Classes for the purpose of the above said reservation would comprise, in the firstphase, the caste and communities which are common to both the lists in the report of the Mandal commission and the State Government's list. A list of such castes and communities was notified in resolution No. 12011/68/93-BCC(C), dated 10th Sept., 1993 published in the Gazette of India. Extraordinary Part I Section I dated 13-9-93. For the purpose of verification of the castes and communities the Government of India has prescribed a certificate from the following authorities as the case of SC/ST vide this department's O.M. No. 36012/22/93-Estt. (SCT) dated 22-10-93 (Copy enclosed).

- (a) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (Not below the rank of 1st Class Stipendary Magistrate).
- (b) Chief Presidency Magistrate/Additional Chief Presidency Magistrate, Presidency Magistrate
- (c) Revenue Officer not below the rank of Tehsildar ; and
- (d) Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

2. In the light of the Supreme Court's judgement in the Indira Sawhney case, this Department has specified the persons/Sections (Creamy Layer) to whom the benefit of reservation shall not apply vide column 3 of the Schedule to the Department of Personnel and Training O.M. No. 36012/22/92-Estt. (SCT), dated 8-9-93. It has been considered that the same authorities who are notified as competent to certify OBCs, status should also be authorities to certify that a candidate does not

belonging to the “Creamy Layer”. It is, therefore, requested that instructions may be issued to the District Authorities under your control to verify and issue the necessary certificate to the candidates regarding his OBCs status as well as exclusion from the “Creamy Layer”. To enable the District Authorities to examine the claims of the candidates a model format has been devised as in Annexure B. This may be suitably revised if considered necessary. The format of the certificate that may be given by the concerned district authorities may be as in Annexure ‘A’.

It is also requested that wide publicity may be given to the Ministry of Welfare Resolution No. 12011/68/93-BCC(C), dated 10-9-93 published in the Gazette of India/Extraordinary Part-I Section I,, dated 13-9-93 containing the list of Backward Classes as well as to DOPT O.M. No. 36011/22/93-ESTT(SCT), dated 8-9-93 which specified the criteria which will determine the persons who belong to the creamy layer and to whom the reservation shall not apply. This will facilitate the candidates to ascertain their eligibility for reservation. It would also be advisable to appropriately brief the certifying Authorities and to provide them with sufficient number of copies of the above mentioned Gazette Notification and the Deptt. O.M. No. dated 8-9-93 in order to ensure prompt and correct certification.

4. A copy of the orders issued by your Government in this regard may also be endorsed to this department for information.

(Hindi version will follow).

Yours faithfully,
Sd/-
(Smt. Sarita Prasad)
Joint Secretary to Government, Haryana,

No. 36012/22/93-Estt. (SCT)

GOVERNMENT OF INDIA,
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES & PENSIONS
DEPARTMENT OF PERSONNEL & TRAINING

New Delhi, the 8th, Sept., 1993

OFFICEMEMORANDUM

Subject :— Reservation for Other Backward Classes in Civil Posts and Services under the Government of India Regarding.

The undersigned is directed to refer to this Department's O.M. No. 36012/21/90-Estt. (SCT), dated the 13th August, 1990 and 25th September, 1991 regarding reservation for Socially and Educationally Backward Classes in Civil posts and services under the Government of India and to say that following the Supreme Court judgement in the Indira Sawhney and others Vs. Union of India and other case (Writ petition (Civil) No. 930 of 1990) the Government of India appointed an Expert Committee to recommend the criteria for exclusion of the socially advanced persons/sections from the benefits of reservations for Other Backward Classes in Civil posts and services under the Government of India.

2. Consequent to the consideration of the Expert Committee's recommendations this Department's Office Memorandum No. 36012/31/90 Estt. (SCT), dated 13-8-90 referred to in para (I) above is hereby modified to provide as follows :—

- (a) 27% (Twenty Seven percent) of the vacancies in civil posts and services under the Government of India, to be filled through direct recruitment shall be reserved for the Other Backward Classes Detailed instructions relating to the procedure to be followed for enforcing reservation will be issued separately.
 - (b) Candidates belonging to OBCs recruited on the basis of merit in an open competition on the same standards prescribed for the general candidates shall not be adjusted against the reservation quota of 27%.
 - (c)
 - (i) The aforesaid reservation shall not apply to persons/sections mentioned in column 3 of the Scheduled to this office memorandum.
 - (ii) The rule of exclusion will not apply to persons working as artisans or engaged in hereditary occupations, callings. A list of such occupations, callings will be issued separately by the Ministry of Welfare.
 - (d) The OBCs for the purpose of the aforesaid reservation would comprise, in the first phase, the castes and communities which are common to both the lists in the report of the Mandal Commission and the State Government's lists. A list of such Castes and Communities is being issued separately by the Ministry of Welfare.
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- (e) The aforesaid reservation shall take immediate effect. However, this will not apply to vacancies where the recruitment process has already been initiated prior to the issue of this order.

3. Similar instructions in respect of public sector undertakings and financial institutions, including public sector banks will be issued by the department of Public Enterprises and by the Ministry of Finance respectively effective from the date of this office Memorandum.

(Hindi version will follow).

Sd/-

(Smt. Sarita Prasad)
Joint Secretary to Government, Haryana,

|

SCHEDULE

Sr. No.	Description of Category	To whom rule of exclusion will apply.
1	2	3
I—	CONSTITUTIONAL POSTS	Son(s) and daughter(s) of (a) President of India. (b) Vice President of India. (c) Judges of the Supreme Court and of the High Courts. (d) Chairman and Members of UPSC and of the State Public Services Commission; Chief Election Commissioner; Comptroller and Auditor General of India. (e) Persons holding constitutional positions of like nature.
II—	SERVICE CATEGORY	
A—	Group A Class-I Officers of the All India Central and State Services (Direct Recruitments).	son(s) and daughter(s) of (a) Parents, both of whom are Class I Officers ; (b) Parents, either of whom is a Class I Officer ; (c) Parents, both of whom are Class I Officers, but one of them dies or suffers permanent incapacitation. (d) Parents, either of whom is a Class I Officer and such parents dies or suffers permanent incapacitation and before such death or such incapacitation has had the benefit of employment in any international organisation like UN, IMF, World Bank etc. for a period of not less than 5 years. (e) Parents, both of whom are Class I Officers dies or suffers permanent incapacitation and before such death or such incapacitation of the both, either of them has had the benefit of employment in any International organisation like UN, IMF, World Bank etc. for a period of not less than 5 years.

Provided that the rule of exclusion shall not apply in the following cases.

- (a) Sons and daughters of parents either of whom or both of whom are Class-I Officers and such parents dies/die or suffer permanent incapacitation.
- (b) A lady belonging to OBC category has got married to a Class-I Officer, and may herself like to apply for a job.

B— Group B/Class-II Officers of the Central and State Services (Direct recruitment).

Son(s) and Daughter(s) of

- (a) Parents both of whom are Class-II Officers.
- (b) Parents of whom only the husband is Class-II Officer and he gets into Class-I and at the age of 40 or earlier.
- (c) Parents, both of whom are Class-II Officers, and one of them dies or suffers permanent incapacitation and either one of them has had the benefit of employment in any International organisation like UN, IMF, World Bank, etc. for a period of not less than 5 years before such death or permanent incapacitation ;
- (d) Parents of whom the husband is a Class-I Officer (Direct recruit of pre-forty promoted) and the wife is a Class-II Officer and the wife dies ; or suffers permanent incapacitation ; and
- (e) Parents, of whom the wife is a Class I Officer (Direct Recruit of pre-forty promoted) and the husband is a Class-II Officer and the husband dies or suffers permanent incapacitation.

Provided that the rules of exclusion shall not apply in the following cases :

Son(s) and daughter(s) of

- (a) Parents both of whom are Class-II Officers and one of them dies or suffers permanent incapacitation.

Son(s) and daughter(s) of

- (b) Parents both of whom are Class-II Officers and both of them dies or suffer permanent incapacitation even though either of them has had the benefit of employment in any International

		Organisation like UN, IMF, World Bank etc. for a period of not less than 5 years before their death or permanent incapacitation.
C—	Employees in Public Sector Undertakings etc.	The criteria enumerated in A & B above in this category will apply mutatis mutandis to officers holding equivalent or comparable posts in PSUs Banks, Insurance Organisations, Universities, etc. and also to equivalent or comparable posts and positions under private employment. Pending the evaluation of the posts on equivalent or specified in category VI below will apply to the officers in these institutions.
III—	ARMED FORCES INCLUDING PARA- MILITARY FORCES. (Persons holding Civil posts are not included)	Son(s) and daughters) of Parents either or both of whom is or are in the rank of Colonel and above in the Army and to equivalent posts in the Navy and the Air Force and the para military forces. Provided that — (i) If the wife of an Armed Forces Officer is herself in the Armed Force (i.e. the category under consideration the rule of exclusion will apply only when she herself has reached the rank of Colonel. (ii) the service ranks below Colonel of husband shall not be clubbed together ; (iii) If the wife of an officer in the Armed Force Civil employment this will not be taken into account or applying the rule of exclusion unless she in the service category under item No. II in which case the criteria and conditions enumerated there will apply to her independently.
IV—	PROFESSIONAL CLASS AND THOSE ENGAGED IN TRADE AND INDUSTRY	
(i)	Persons engaged in profession as a doctor, lawyer chartered accountant, Income Tax consultant, financial or management consultant, surgeon, engineer, architect, computer	Criteria specified against Category VI will apply.

specialists, film artists and other
film professions, author, play
writer, sports persons, sports
professional, Media professional
or any other vocations of life status;

- (ii) Persons engaged in trade business and industry. Criteria specified against category VI will apply.

Explanation :

- (i) Where the husband is in some profession and the wife is in a Class II or lower grade employment the income/wealth test will apply only on the basis of the husband's income.
- (ii) If the wife is in any profession and the husband is in employment in a Class-II or lower rank post, then the income/wealth criteria will apply only on the basis of the wife's income the husband's income will not be clubbed with.

V— PROPERTY OWNERS

A— Agricultural holdings

Son(s) and daughter(s) of persons belonging to a family (father, mother and minor children) which owns.

- (a) Only irrigated land which is equal to or more than 85% of the statutory ceiling area ; or
- (b) Both irrigated and unirrigated land, as follows :—

The rule of exclusion will apply where the pre-condition exists that the irrigated area (having been brought to a single type under a common denominator (40% or more of the statutory ceiling limit for irrigated land (this being calculated by excluding the unirrigated portion). If this pre-condition of not less than 40% exists, then only the area of unirrigated land will be taken into account. This will be done by converting the unirrigated land on the basis of the conversion formula existing, into the irrigated type. The irrigated area so computed from unirrigated land shall be added to the actual area of irrigated land and if after such clubbing together the total area in terms of irrigated land is 80% or more of the statutory (ceiling limit for irrigated land, then the Rule of exclusion will apply and disentitlement will occur).

- (ii) The rule of exclusion will not apply if the land holding of a family is exclusively unirrigated.

B— Plantations

- (i) Coffee, Tea, Rubber etc. Criteria of income/wealth specified in category of below will apply.
- (ii) Mango, Citrus, apple plantations etc. Deemed as agricultural holding and hence criteria at A above under this category will apply. Criteria specified in category VI below will apply.

C— Vacant land and or buildings in urban areas of urban anglemorations.

Explanation :—Building may be used for residential, industrial or commercial purposes and the like two or more such purposes.

VI— Income/Wealth Test

Sons and daughters.

- (a) Persons having gross annual income of Rs. 1.00 lakh or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for a period of three consecutive years.
- (b) Persons in categories I, II, III and V A who are not disentitled to the benefit of reservation but have income from other sources of wealth which will bring them within the income/wealth criteria mentioned in (a) above.

Explanation :

- (i) Inocme from salaries or agricultural land shall not be clubbed ;
- (ii) The income criteria in terms of rupee will be modified taking into account the change in its value every three years. If the situation, however, so demands, the criteria may be less.

Explanation :—Wherever, the expression 'Permanent incapacitation, occur in this schedule, it shall mean incapacitation which results in putting an officer out of services.

No. 36012/22/93-Estt. (SCT)

GOVERNMENT OF INDIA

MINISTRY OF PERSONNEL PG & PENSIONS

DEPARTMENT OF PERSONNEL & TRAINING

New Delhi, the 22nd Oct., 1993

OFFICE MEMORANDUM

Subject :— **Reservation for Other Backward Classes in Civil Posts and services under the Govt. of India regarding.**

The undersigned is directed to refer to this Deptt.'s O.M. of even number dated the 8th September, 1993 on the above subject and to say that in accordance with the Supreme Court judgement in the Indira Sawhney case, the reservations contemplated in clause 4 of Article 16 should not exceed 50%. For the purpose of applying the rule of 50% an year should be taken as the unit and not the entire strength on the cadre service or the unit as the case may be. This position would also apply in the case of carry forward vacancies. Therefore, the Ministries/Departments are requested to ensure that the reservations provided to SC/ST OBCs put together do not exceed 50% of vacancies arising in an year.

2. In the light of the reservations provided to Other Backward Classes, it is necessary to revise the existing reservation rosters, in respect of direct recruitment on All India basis by open competition where there is a reservation for 15% for SC and 7½% for ST, the existing point roster has been revised into a 200 point roster as in the model indicated in Annexure 'A'. The revised roster will come into effect immediately. Vacancies filled on or after 8-9-93 should be shown in the new roster now prescribed in Annexure-A. The old roster shall be deemed to have been closed from this date. The reservation which had to be carried forward in the previous roster shall now be carried forward to the new roster.

3. There is no change in the existing reservation rosters in so far as promotion is concerned as there is no reservation for OBCs in promotion.

4. No other relaxation/concession is admissible to OBCs. There is no provision for any relaxed standard to be applied in the case of OBCs.

ANNEXURE 'A'

- | | |
|----------------------------|----------------------------|
| 1. Scheduled Castes | 31. Scheduled Tribes |
| 2. Unreserved | 32. Unreserved |
| 3. Scheduled Tribes | 33. Other Backward Classes |
| 4. Unreserved | 34. Unreserved |
| 5. Other Backward Classes | 35. Scheduled Castes |
| 6. Unreserved | 36. Unreserved |
| 7. Scheduled Castes | 37. Other Backward Classes |
| 8. Unreserved | 38. Unreserved |
| 9. Other Backward Classes | 39. Other Backward Classes |
| 10. Unreserved | 40. Unreserved |
| 11. Other Backward Classes | 41. Scheduled Castes |
| 12. Unreserved | 42. Unreserved |
| 13. Scheduled Castes | 43. Other Backward Classes |
| 14. Unreserved | 44. Unreserved |
| 15. Other Backward Classes | 45. Scheduled Tribes |
| 16. Unreserved | 46. Unreserved |
| 17. Scheduled Tribes | 47. Other Backward Classes |
| 18. Unreserved | 48. Unreserved |
| 19. Other Backward Classes | 49. Scheduled Castes |
| 20. Unreserved | 50. Unreserved |
| 21. Scheduled Tribes | 51. Other Backward Classes |
| 22. Unreserved | 52. Unreserved |
| 23. Other Backward Classes | 53. Scheduled Castes |
| 24. Unreserved | 54. Unreserved |
| 25. Other Backward Classes | 55. Other Backward Classes |
| 26. Unreserved | 56. Unreserved |
| 27. Scheduled Castes | 57. Scheduled Tribes |
| 28. Unreserved | 58. Unreserved |
| 29. Other Backward Classes | 59. Other Backward Classes |
| 30. Unreserved | 60. Unreserved |
-

61.	Scheduled Castes	93.	Scheduled Castes
62.	Unreserved	94.	Unreserved
63.	Other Backward Classes	95.	Other Backward Classes
64.	Unreserved	96.	Unreserved
65.	Other Backward Classes	97.	Scheduled Tribes
66.	Unreserved	98.	Unreserved
67.	Scheduled Castes	99.	Other Backward Classes
68.	Unreserved	100.	Unreserved
69.	Other Backward Classes	101.	Scheduled Castes
70.	Unreserved	102.	Unreserved
71.	Scheduled Tribes	103.	Other Backward Classes
72.	Unreserved	104.	Unreserved
73.	Other Backward Classes	105.	Other Backward Classes
74.	Unreserved	106.	Unreserved
75.	Other Backward Classes	107.	Scheduled Castes
76.	Unreserved	108.	Unreserved
77.	Scheduled Castes	109.	Other Backward Classes
78.	Unreserved	110.	Unreserved
79.	Other Backward Classes	111.	Scheduled Tribes
80.	Unreserved	112.	Unreserved
81.	Scheduled Castes	113.	Other Backward Classes
82.	Unreserved	114.	Unreserved
83.	Other Backward Classes	115.	Scheduled Castes
84.	Unreserved	116.	Unreserved
85.	Scheduled Tribes	117.	Other Backward Classes
86.	Unreserved	118.	Unreserved
87.	Other Backward Classes	119.	Other Backward Classes
88.	Unreserved	120.	Unreserved
89.	Scheduled Castes	121.	Scheduled Castes
90.	Unreserved	122.	Unreserved
91.	Other Backward Classes	123.	Other Backward Classes
92.	Unreserved	124.	Unreserved

125. Scheduled Tribes	157. Other Backward Classes
126. Unreserved	158. Unreserved
127. Other Backward Classes	159. Other Backward Classes
128. Unreserved	160. Unreserved
129. Scheduled Castes	161. Scheduled Castes
130. Unreserved	162. Unreserved
131. Other Backward Classes	163. Other Backward Classes
132. Unreserved	164. Unreserved
133. Scheduled Castes	165. Scheduled Tribes
134. Unreserved	166. Unreserved
135. Other Backward Classes	167. Other Backward Classes
136. Unreserved	168. Unreserved
137. Scheduled Tribes	169. Scheduled Castes
138. Unreserved	170. Unreserved
139. Other Backward Classes	171. Other Backward Classes
140. Unreserved	172. Unreserved
141. Scheduled Castes	173. Scheduled Castes
142. Unreserved	174. Unreserved
143. Other Backward Classes	175. Other Backward Classes
144. Unreserved	176. Unreserved
145. Other Backward Classes	177. Scheduled Tribes
146. Unreserved	178. Unreserved
147. Scheduled Castes	179. Other Backward Classes
148. Unreserved	180. Unreserved
149. Other Backward Classes	181. Scheduled Castes
150. Unreserved	182. Unreserved
151. Scheduled Tribes	183. Other Backward Classes
152. Unreserved	184. Unreserved
153. Other Backward Classes	185. Other Backward Classes
154. Unreserved	186. Unreserved
155. Scheduled Castes	187. Scheduled Castes
156. Unreserved	188. Unreserved

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189. Other Backward Classes
 190. Unreserved
 191. Scheduled Tribes
 192. Unreserved
 193. Other Backward Classes
 194. Unreserved
 195. Scheduled Castes
 196. Unreserved
 197. Other Backward Classes
 198. Unreserved
 199. Unreserved
 200. Unreserved
-
-

FORM OF

Certificate to be produced by Other Backward Classes applying for appointment to posts under the Government of India

This is to certify that _____
 son/of Sh. _____ of village _____
 District/Division _____ in the _____
 State _____ belongs to the _____
 Community _____ which is recognised as a Backward Class
 under the Government of India, Ministry of Welfare Resolution 12011/68/93-BCC (C), dated 10th Sept.,
 1993 published in the Gazette of India Extraordinary Part I Section I dated 13th Sept., 1993
 Shri _____ and/or his family
 ordinarily resides in the _____ district/division
 of the _____ State _____

This is also to certify that he/she does not belongs to the persons/sections (Creamy layer) mentioned
 in Column 3 of the Schedule to the Government of India, Department of Personnel and Training O.M.
 No. 36012/22/93-Estt. (SCT), dated 8-9-93.

Dated :

District Megistrate,
Deputy Commissioner etc.

Seal

NB

(a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

(b) Where the certificates are issued by Gazetted Officers of the Union Government or State Governments, they should be in the same form but countersigned by the District Megistrate or Deputy Commissioner (Certificates issued by Gazetted Officers and attested by District Megistrate/Deputy Commissioner are not sufficient).

Application form for A Certificate for Eligibility for Reservation for HOBS for Other Backward Classes in Civil Posts and Services under Government of India.

(This form, however, should be used only as a model. Additional items, if necessary, may be incorporated to suit to the local situation in the form).

To

Sir,

I request that a certificate in respect of reservation for other Backward Classes in Civil Posts and Services under Govt. of India be granted to me.

I give below the necessary particulars :—

1. Full name of the applicant :—
(in block letters)
2. Date of birth
3. Complete residential address
 - (a) Present
 - (b) Permanent
4. Religion
5. Caste
6. Sub-Caste
7. Occupational Group
8. Serial Number of the Caste in the
Central List of OBCs.
9. Name of Father
10. Name of Mother
11. Name of Husband
12. Status of parents/husband Father Mother Husband
13. (A) Constitutional Posts
I—Designation

- (B) Government Services
 - (i) Service (Central/State)
 - (ii) Designation
 - (iii) Scale of pay, including Classification, if any
 - (iv) Date of appointment to the post
 - (v) Age at the time of promotion to Class I Post (if applicable).
 - II— Employment in International Organisation e.g. UN, UNICEF, WHO.
 - (i) Name of Organisation
 - (ii) Designation
 - (iii) Period of service.
(Indicate date from _____ to _____)
 - III— Death/Permanent Incapacitation (Omit if not applicable).
 - (i) Date of death/permanent incapacitation putting an officer out of service.
 - (ii) Details of permanent incapacitation.
 - (C) Employment in Public Sector undertakings etc.
 - (i) Name of Organisation
 - (ii) Designation
 - (iii) Date of appointment to the Post.
 - (D) Armed Forces including Para Military Forces.
(This will got include persons holding civil posts)
 - (i) Designation
 - (ii) Scale of pay
 - (E) Professional Class (Other than those covered in item Nos. B & C and those engaged in trade, Business and Industry).
 - (i) Occupation/Profession
 - (F) Property Owners
-
-

(F)-I Agricultural Land Holding Owned by mother
father and minor children.

- (i) Location
- (ii) Size of holding
- (iii) (a) Irrigated
 (Type of irrigated land)
 - (i)
 - (ii)
 - (iii)
- (b) Unirrigated

to be certified by District revenue Officer not lower than (v) the rank of Tehsildar.

- (iv) Percentage of irrigated land holding to statutory ceiling limit under State land ceiling laws.
- (v) if land laying is both irrigated/unirrigated total irrigated land holdings on the basis of conversion formula in State land ceiling Law.
- (vi) Percentage of total irrigated land holding to Statutory ceiling limit as per (iv)

(F)-II Plantation

- (i) Crops/Fruit
- (ii) Location
- (iii) Area of Plantation.

(F)-III Vacant land and/or buildings in Urban Areas or Urban agglomeration.

- (i) Location of Property
- (ii) Details of Property
- (iii) Use to which it is put.

(G) Income/Wealth

- (i) Annual family income from all sources.
(excluding salaries & income from agricultural land)
- (ii) Whether Tax payer (Yes/No).
(If yes, a copy of the last three years return be furnished)
- (iii) Whether covered in Wealth Tax Act (Yes/No).
(if so, furnish details)

(H) Any other remarks.

Extract from Gazette of India Extraordinary Part-I Section-I Dated 13-9-1993

State Haryana Common List

Sr. No.	Name of castes/communities (including sub-castes/ synonyms) in the common list of S.E.B.C.S.	Entry No. in State list	Entry No. Mandal list	Remarks
1	2	3	4	5
1.	Aheria	1	1	
	Aheri	1	1	
	Heri	1	1	
	Naik	1	1	
	Theri or Turi or thori	1	1	
2.	Barra	2	10	
3.	Beta	3	14	
	Hensi or Hesi	3	14	
4.	Bagria or Bagaria	4	3	
5.	Barwar	5	11	
6.	Barai	6	7	
	Tamboli	6	7	
7.	Baragi	7	6	
	Bairagi	7	6	
8.	Battera	8	12	
9.	Bharbhunja	9	15	
	Bharbhuja	9	15	
10.	Bhat	10	16	
11.	Bhatra	10	16	
	Darpi	10	16	
	Ramiya	10	16	
11A.	Bhuhalia Lohar	11	17	
12.	Changar	12	19	
13.	Chirimar	13	23	

1	2	3	4	5
14.	Chang	14	20	
15.	Chimba or Chhimba	15	21	
	Chhipi	15	21	
	Chimpa	15	21	
	Darzi	15	21	
16.	Daiya	16	27	
17.	Dhobi	17	29	
18.	Dakaut	18	24	
19.	Dhimar	19	28	
	Mailah	19	28	
	Kashyap-Rajpoot	19	28	
	Kahar	19	42	
	Jhinwar or Jhimar	19	42	
	Dhinwar	19	42	
20.	Dhosali	20	30	
	Dosali	20	30	
21.	Faquir	21	43	
22.	Gwaria	22	34	
23.	Gauria or Gwar	22	34	
23A.	Ghirath or Ghidath	23	36	
24.	Ghasi	24	35	
	Ghasiara or Ghoshi	24	35	
25.	Gorkha	25	38	
26.	Gawala	26	2	
	Gowala	26	2	
27.	Gadaria	27	31	
28.	Garhi-Lohar	28	17	
29.	Hajjam	29	62	
	Nai	2	62	

1	2	3	4	5
30.	Jhangra-Brahman or Jangra Brahman or Jangid Brahman	30	8	
	Khati	30	8	
31.	Joginath	31	43	
32.	Kanjar or	32	5	
	Kanchan	32	5	
33.	Kurmi	38	50	
34.	Kumhar, Prajapati	34	49	
35.	Kamboj	35	45	
36.	Khanghera	36	47	
37.	Kuchband	37	48	
38.	Labana or Lobana	38	51	
39.	Lakhera	39	52	
	Manihar	39	52	
40.	Lohar or Luhar	40	53	
41.	Madari	41	54	
42.	Mochi (Excluding those who are included in Scheduled Castes)	42	60	
43.	Mirasi	43	59	
44.	Nar	44	61	
45.	Noongar	45	64	
46.	Nalband	46	63	
47.	Pinja	47	66	
	Penja	47	66	
48.	Rehar or Rihar	48	69	
	Rehara or Ro	48	69	
49.	Rai Sikh	50	68	
50.	Rechband	51	67	
51.	Shorgir or Shergir	52	71	
52.	Soi	53	21	

1	2	3	4	5
53.	Singlikant or Singikant	54	72	
54.	Sunar	55	73	
55.	Thathera or Thater	56	76	
56.	Tamera	56	76	
56A.	Teli	57	75	
57.	Vanzara	58	5	
	Banjara or Vanjara	58	5	
58.	Weaver (Jullaha including Kabir Panthi Jullaha) (excluding those who are included in the list of Scheduled Castes)	59	44	
59.	Mina or Mena	62	57	
60.	Charan	64	16	

From

The Commissioner and Secretary to Government,
Haryana, Welfare of Scheduled Castes and Backward
Classes Department, Haryana, Chandigarh.

To

1. All Heads of Departments, Commissioners, Ambala,
Hisar, Rohtak and Gurgaon Divisions.
2. All Deputy Commissioner & Sub-Divisional Officers
(Civil) in Haryana.
3. The Registrar, Punjab and Haryana High Court, Chandigarh.

No. 1170-SW(1)-95

Dated, Chandigarh the 7.6.95

Subject :— Exclusion of socially advanced persons/sections (Creamy Layer) from Backward Classes.

Sir,

I am directed to invite your attention to the subject mentioned above and to State that following the supreme Court Judgement in the Indira Sawhney and others versus Union of India case, the Haryana Government vide notification dated 12.10.1993 had set up the Haryana second Backward Classes Commission. The terms of reference of this Commission were to entertain examine and recommend upon requests for inclusion and complaints of over-inclusion and under-inclusion in the list of Backward Classes. Vide notification dated 26.5.1994, the Commission was also assigned the function of specifying the basis applying the relevant the requisite socio-economic criteria to exclude socially advanced persons/sections (Creamy Layer) from Backward Classes.

In its report submitted on 16.5.1995, the Haryana Second Backward Classes Commission has recommended the criteria for excluding socially advanced persons/sections (Creamy Layer) from Backward Classes. After considering these recommenddation, the Government has decided that the benefit of reservation shall not apply to persons/sections mentianed in Annexure 'A' which is enclosed.

All the departments are requested to bring the above instructions to the notice of all the Head of Departments and appointing authorities under their control for necessary compliance.

Yours faithfully,

Sd/-

Joint Secretary,

for Commissioner & Secretary to Govt.,
Haryana, Welfare of Scheduled Castes
and Backward Classes Department.

ANNEXURE 'A'

Sr.No.	Description of Category	To whom Rule of Exclusion will apply
1	2	3
I.	Constitutional Posts	Son(s) and daughters of (a) President of India; (b) Vice President of India; (c) Judges of the Supreme Court and of the High Courts; (d) Chairman and Members of UPSE and of the State Public Services Commission; Chief Election Commissioner; Comptroller and Auditor General of India;
II.	Service Category A-Group A/Class-I Officers of the All India Central and State Services (Direct Recruit)	Son(s) and daughters of (a) Parents, both of whom are class I officers; (b) parents, either of whom is a Class I officers (c) parents, both of whom are Class I Officers, but one of them dies or suffers permanent incapacitation. (d) parents, either of whom is a Class I Officer and such parent dies or suffers permanent incapacitation and before such death or such incapacitation has had the benefit of employment in any International Organisation like U.N. I.M.F., World Bank, etc. for a period of not less than 5 years. (e) parents, both of whom are Class I offers die or suffer permanent incapacitation and before such death or such incapacitation of the both, either of them has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years. Provided that the rule of exclusion shall not apply in the following cases :— (a) Sons and daughters of parents either of whom or both of whom are Class-I Officers and such parent(s) dies/die or suffer permanent incapacitation. (b) A lady belonging to OBC category has got married to a Class-I Officer, and may herself like to apply for a job.

1	2	3
B. Group B/Class II Officers of the Central and State Services (Direct Recruitment)	Son(s) and daughter(s) of (a) parents both of whom are Class II Officers. (b) parents of whom only the husband is a Class II officer and he gets into Class I at the age of 40 or earlier. (c) parents, both of whom are Class II officers and one of them dies or suffers permanent incapacitation and either one of them has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc for a period of not less than 5 years before such death or permanent incapacitation; (d) parents of whom the husband is a Class I Officer (direct recruit or pre-forty promoted) and the wife is a Class II officer and the wife dies; or suffers permanent incapacitation; and (e) parents, of whom the wife is a Class I Officer (Direct Recruit or pre-forty promoted and the husband is a Class II Officer & the husband dies or suffers permanent incapacitation. Provided that the rule of exclusion shall not apply in the following cases :— Son(s) and daughter(s) of (a) Parents, both of whom are Class II officers and one of them dies or suffers permanent incapacitation. (b) Parents, both of whom are Class II officers and both of them die or suffer permanent incapacitation, even though either of them has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years before their death or permanent incapacitation.	
C. Employees in Public Sector Undertaking etc.	The criteria enumerated in A & B above in this category will apply mutatis mutandis to officers holding equivalent or comparable posts in PSUs, Banks, Insurances Organisations Universities, etc. Pending the evaluation of the posts on equivalent or comparable basis in these institutions, the criteria specified in Category V below will apply to the officers in these institution.	

1	2	3
III. Armed Forces including Para Military Forces (persons holding civil posts are not included)	Son(s) and daughter(s) of parents either or both of whom is or are in the rank of Colonel and above in the Army and to the equivalent posts in the Navy and the Air Force and the Para Military Forces, Provided that : (i) if the wife of an Armed Forces Officers is herself in the Armed Forces (i.e.) the category under consideration) the rule of exclusion will apply only when she herself has reached the rank of Colonel; (ii) the service ranks below Colonel of husband and wife shall not be clubbed together; (iii) If the wife of an officer in the Armed Forces is in Civil employment, this will not be taken into account for applying the rule of exclusion unless she falls in the service category under Item No. II in which case the criteria and conditions enumerated therein will apply to her independently.	
IV. Property Owners Agricultural holdings	Son(s) and Daughters of persons belonging to a family (father, mother and minor- children) which owns land more than land permissible under the Ceiling Act of Haryana State.	
V. Income/Wealth Test	Son(s) and Daughters of (a) persons having gross annual income of Rs. 1,00 lakh or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for a period of three consecutive years. (b) Persons in Categories I,II,III & IV who are not disentitled to the benefit of reservation but have income from other sources of wealth which will bring them within the income/wealth criteria mentioned in (a) above. Explanation : (i) Income from salaries or agricultural land shall not be clubbed.	

1	2	3
		(ii) The income criteria in terms of rupee will be modified taking in to account the change in its value every three years. If the situation, however, so demands the interregnum may be less. (iii) Where the husband is in some profession and the wife is in a Class II or lower grade employment, the income/wealth test will apply only on the basis of the husband's income. (iv) If the wife is in any profession and the husband is in employment in Class II or lower rank post, then the income/wealth criterion will apply only on the basis of the wife's income and the husbands' income will not be clubbed with it.

Explanation : Wherver the expression 'Permanent incapacitation' occur in this shcedule, it shall mean incapacitation which results in putting an officer out of service.

No. 22/49/98-3GS-III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments, Commissioners,
Ambala, Rohtak and Gurgaon Divisions.
2. All Deputy Commissioners and Sub-Divisional
Officers (Civil) in Haryana State.
3. The Registrar,
Punjab & Haryana High Court,
Chandigarh.

Dated : Chandigarh, the 25-2-99.

Subject :— Implementation of the decision of Supreme Court of India regarding reservation in promotion etc.—Regarding clarification in promotion etc.

Sir,

I am directed to invite a reference to Haryana Govt. Circular letter No. 22/73/92-3GS-III dated 16.6.98, on the subject noted above and to say that for quite some time some Departments of the State Government have been seeking clarification in respect of 'OTHER BACKWARD CLASSES' mentioned in para 4 of the aforesaid instructions. Now after careful consideration of the matter, it is clarified that the words may be read as 'BACKWARD CLASSES' in place of 'OTHER BACKWARD CLASSES' in para 4 of the instructions dated 16.6.98.

2. These instruction, may be brought to the notice of all concerned working under you for information and necessary action.
3. Receipt of this communication may please be acknowledged.

Yours faithfully,

Sd/-

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

No. 22/59/97-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments,
Commissioners, Ambala, Hisar, Gurgaon & Rohtak,
Divisions.
2. The Registrar,
Punjab & Haryana High Court,
Chandigarh.
3. All the Deputy Commissioners and Sub-Divisional
Officers (Civil) in the Haryana State.

Dated : Chandigarh, the 25th February, 2000.

Subject :— **Reservation in promotion for Backward Classes in respect of vacancies existing before 15.11.97—Clarification regarding.**

Sir,

I am directed to invite your attention to Haryana Govt. instructions No. 22/73/92-3GS III dated 16.6.98, on the subject noted above. These instructions were issued in view of the Judgement of Hon'ble Supreme Court of India in Indira Sawheny's case by which the benefit of reservation in promotion provided to Backward Classes employees was withdrawn w.e.f. 16.11.1997.

2. Government have been receiving references from various quarters, seeking clarification on the point whether the roster point/vacancies available for Backward Class before 15.11.97 can be allowed to be filled up by the eligible candidates. The answer is in affirmative. In other words, if in some departments there existed vacancies on roster point for Backward Class before 15.11.1997 they are allowed to be filled.

3. These instructions should be brought to the notice of all concerned working under you for information and necessary compliance.

Receipt of this communication may please be acknowledged.

Yours faithfully,

Sd/-

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

A copy is forwarded to the :—

1. All the Financial Commissioners to Govt., Haryana.
2. All Administrative Secretaries to Govt., Haryana.

for information and necessary action.

Sd/-

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

To

1. All Financial Commissioners to Govt., Haryana.
2. All the Administrative Secretaries to Govt., Haryana.

U.O. No. 22/59/97-3GS-III

Dated Chandigarh, the 25th February, 2000.

CHAPTER-V

**(INSTRUCTIONS ON PHYSICALLY
HANDICAPPED)**

Copy of letter No. 5290-7GSII-59/6949, dated the 10th July, 1959 from the Chief Secretary to Government, Punjab, to all Heads of Departments, etc. etc.

Subject: **Employment of handicapped persons in the Public Service.**

I am directed to enclose a copy each of Government of India, Ministry of Home Affairs' letter No. 60/137/50-Ests., dated the 28th July, 1950, and No. F. 20/29/57-RPS, dated the 15th January, 1958, on the subject noted above and to say that the Punjab Government have decided to follow the Government of India in the matter. It is accordingly requested that in the cases of class III or class IV posts of the artisan class or those involving manual or skilled labour or a routine type of work, deaf- muteness or deafness by itself need not be regarded as a disqualification against appointment provided that the person concerned is otherwise fit and qualified to hold the post and that subject to the condition mentioned and subject to other rules and orders in force the possibility of affording avenues of employment to deaf and deaf-mute persons should be examined at the time of making recruitment to such posts.

Copy of Circular letter No. 7833-7GS-60/33698 dated the 21st September, 1960, from Chief Secretary to Government, Punjab, to All Heads of Departments, etc. etc.

Subject— Employment of Handicapped persons in the Public Service.

I am directed to invite a reference to the instructions contained in the Punjab Government letter No. 5290-7GII-59/6949, dated the 7th/11th July, 1959 on the subject cited above, which *inter-alia* lay down that in the cases of Class III or class IV posts of the artisan class or those involving manual or skilled labour or a routine type of work, deaf-muteness or deafness by itself need not to be regarded as a disqualification against appointment provided that the person concerned is otherwise, fit and qualified to hold the post. Ever-since the issue of these instructions, the question of extending the scope of absorption of the physically handicapped persons, e.g. the Blind, Deaf and Dumb in the national economy, after their completion of training in the institutions established for them or otherwise, has been engaging the attention of Government. It has now been decided that they may be considered for employment against the categories of the post listed at Annexure I, provided they are not otherwise unqualified and unfit to discharge the duties of the posts, against which they can be suitably employed. Whenever there is a vacancy or vacancies of the type mentioned at Annexure I, the appointing authority will circulate the vacancy or vacancies to the institutions mentioned at Annexure II and others and also to the Director of National Employment Service, Punjab.

2. In this connection, I am to add that the criterion of unfitness because of a bodily defect, etc., should be assessed very carefully and actually with reference to the nature of duties of the particular post or service against which the physically handicapped persons are to be appointed. The recruitment rules should be interpreted liberally whenever it is necessary and as far as possible, the physically handicapped personnel should be given preference over other persons in filling up posts in various services and departments in which they can be suitably employed without serious detriment to efficiency.

3. It is requested that receipt of this communication may be acknowledged and these instructions brought to the notice of all concerned.

ANNEXURE I

List of categories of jobs for absorbing persons who are physically handicapped.

Blind	Deaf	Dumb
1. Weaving	1. Bench Fitting	1. Cane Work
2. Toy Making	2. Electronics	2. Poultry Farming
3. Basket Making	3. Wireman	3. Bangle Making
4. Cane Work	4. Carpentry	4. Bee Keeping
5. Newar Making .	5. Blacksmith	5. Dairy Farming
6. Hand Spinning (Charkha Work)	6. Mouling	6. Book Binding
7. Hand Pump Operators	7. Tin and Copper Smithing	7. Composing
	8. Toy Making	8. Leather Work
		9. Tailoring and Cutting

ANNEXURE II

1. Government Institute the Blind, Panipat.
 2. Home for the Blind, Ferozepore City.
 3. Institute for the Blind. Ambala Cantt.
 4. Institute for the Blind, Andh Vidyalaya. Durgiana.
 5. Deaf and Dumb School, Jullundur.
 6. Saket (Home for the Orthopaedically Handicapped), Chandimandir.
 7. Khalsa Dewan Andh Vidyalaya, Amritsar.
-

Copy of Punjab Government. Circular letter No. 13928— 4GS-61/44512, dated 18th December, 1961, from the Chief Secretary to Government Punjab, to all Heads of Departments, etc., etc.

Subject :- Employment of inmates of Homes/Infirmaries in Government Offices in the Punjab State.

I am directed to address you on :the subject noted above and to inform you that the question of employment of inmates of Homes/Infirmaries controlled by the Social Welfare Department (Relief Organisation) in Government Offices in the Punjab State, has been engaging the attention of Government for some time past. After careful consideration, it has been decided that in future other things being equal preference for appointment to Government posts, should be given to the trained inmates from these Homes/Infirmaries. I am accordingly to request you kindly to keep in mind these instructions while making appointments to Government posts.

No. 2417-5 GSII-66/10248.

From

The Chief Secretary to Government, Punjab.

To

All Heads of Departments, the Registrar, Punjab High Court Commissioners of Divisions Deputy Commissioners, District & Session Judges and Sub-Divisional Officers. (Civil) in the Punjab.

Dated Chandigarh, the 4th May, 1966.

Subject : Employment of handicapped-persons in the Public Service.

Sir,

I am directed to invite reference to Punjab Government circular letter No. 7833-7GS-60/33698, dated the 21st September, 1960, on the subject noted above, and to say that the question of grant of age concession for entry into Government Service to the physically handicapped persons has been engaging the attention of the Government for some time past. After careful consideration of the matter, it has been decided that the physically handicapped persons, viz, deaf, dumb, blind and orthopedically handicapped persons may be given the age concession 10 years over and above the existing upper age, limit for direct recruitment in respect of the jobs given in the enclosed list.

2. I am further to state that the physically handicapped persons mentioned above may be considered for employment against the categories of posts given in the enclosed list provided they are not otherwise, unqualified and unfit to discharge the duties of the posts, against which they can be suitably employed. The physically handicapped persons recommended by the Employment Exchange or the Special Employment Exchange, Chandigarh, where otherwise found suitable, may be given preference in employment.

Yours faithfully,

Sd/-

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

**LIST OF JOBS FOR PHYSICALLY HANDICAPPED
PERSONS**

BLIND

1. Weaving.
2. Toy Making.
3. Basket Making.
4. Cane Work.
5. Newar Making.
6. Hand Spinning (Charkha works).
7. Hand Pump Operators.
8. Musical Instrument.

DEAF

1. Bench fitting.
2. Electricians.
3. Wire man.
4. Carpentry.
5. Blacksmithy.
6. Moulding.
7. Tin and Copper Smithing.
8. Toy Making.
9. Shoe Making.
10. Watch Making.

DUMB

1. Cane Work.
2. Poultry Farming.
3. Bangle Making.
4. Bee Keeping.
5. Dairy Farming.
6. Book Binding.
7. Composing.
8. Leather Work.
9. Tailoring and Cutting

ORTHOPAEDIC

1. Teachers.
2. Ministerial jobs (Clerks, Stenographers, Office Assistant etc.)
3. Class IV Jobs (Daftri, Peons etc.)

PROFICIENCY IN TECHNICAL TRADES

1. Carpenter.
 2. Fitters.
 3. Painters.
 4. Tailors and Mechanics.
 5. Decorators.
-
-
-

From

To

- Dated Chandigarh, the 23rd April, 1980.

Sir,

2. In view of the above the Government desires that blind persons who know the work of re-caning chairs may be given maximum facilities to earn their livelihood and all the Government offices should entrust this work to the blind in preference to others if the rates offered by them are competitive.

Sd/-

A copy each is forwarded to the:-

- Sd/-

To

- U.O. No. 24/7/80-3GSIII dated Chandigarh, the 23rd April, 1980.

dated Chandigarh, the 23rd April, 1980.

No 24/17/80-3 GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala and Hisar Divisions.
All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 16th December, 1980.

Subject : Reservation of posts for the Physically Handicapped persons in Groups C & D posts (Class III & IV) services under the State Government.

Sir,

1.38/20/78-2GSI,
dt. 9-2-79
2.4/12/79-GSIII
dt. 18-9-79.
3.4/20/79-3GSIII,
dt. 8-5-80.

I am directed to refer to Haryana Government circular letters noted in the margin regarding reservation of posts for the Scheduled Castes, Backward Classes and Ex-servicemen in the services of Haryana State and to say that the State Government has decided to reserve 3% posts in direct recruitment for the Physically Handicapped persons in such Class III & Class IV (Group C & D) posts/services under the State Government as are identified to be suitable for them and, in consequence, to decrease the reservation of posts for Ex-servicemen from 20% to 17% in those posts/services. Accordingly, the quantum of reservation in posts/services under the State Government will now be as under:

By direct recruitment

- | | |
|---|--|
| (a) For Scheduled Castes | 20% (in Class I, II, III & IV posts) |
| (b) For Backward Classes | 10% (in Class I, II, III & IV posts) |
| (c) For Ex-servicemen | (i) 5% (in Class I & II posts)
(ii) 17% (in Class III & IV posts) |
| (d) For physically handicapped persons
(the Blind, the Deaf and the
Orthopaedically Handicapped). | 3% (1% for each category in
Class III & IV posts). |

By promotion

- | | |
|--------------------------|---|
| (a) For Scheduled Castes | 20% (in Class III & IV posts on the basis of seniority-cum-merit. There will be no reservation in Class I & II posts) |
| (b) For Backward Classes | 10% (in Class III & IV posts). On the basis of seniority-cum-merit. There will be no reservation in Class I & II posts. |

(c) For Ex-servicemen

Nil

2. (i) In view of the decision in para—1 above, in a block of 100 posts in each cadre the following posts will be reserved for persons belonging to the categories of Scheduled Castes, Backward Classes, Ex-servicemen and the Physically Handicapped persons :—

(a) *For persons belonging to Scheduled Castes*

(for direct recruitment to all classes of posts i.e. Class I, II, III and IV and for promotion to class III and class IV posts on the basis of selection from a slab of 3 officials).

4—8—14—18—24—28—34—38—42—50—54—58—64—68—74—78—84—88—92 and 100.

(b) *For persons belonging to Backward Classes*

(for direct recruitment to all classes of posts and for promotion to class III and IV posts on the basis of selection from a slab of 3 officials)

10—16—22—32—46—56—70—76—86 and 96.

(c) *For Ex-servicemen*

(for direct recruitment to class III and IV posts)

2—6—12—20—30—36—40—44—48—60—62—66—72—80—90—94 and 98.

(d) *For Physically Handicapped persons.*

(for direct recruitment to such class III & IV posts as are considered suitable for them).

26—52 and 82

(ii) There may be posts in a cadre which are considered suitable for one category or two categories of the physically handicapped persons. In that event, the remaining post(s) in the cadre reserved for the handicapped person will be filled in by the persons belonging to the category of Ex-servicemen. Thus, where in a cadre a post is not identified as suitable for any of the above three categories of the physically handicapped persons, the quantum of reservation for the ex-servicemen in that Cadre will be 20% as before.

3. The definition of the categories of, the handicapped for the purpose of these instructions will be as under :—

The Blind

The blind are those who suffer from either of the following conditions :—

(a) Total absence of sight

(b) Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses.

- (c) Limitation of the field of Vision .subtending an angle of 20 degrees or worse.

The Deaf

The deaf are those in whom the sense of hearing is non-functional for ordinary purposes of life. They do not hear, understand sounds at all events with amplified speech. The cases included in this category will be those having hearing loss more than 90 decibels in the better ear (profound impairment) or total loss of hearing in both ears.

The Orthopaedically Handicapped

The Orthopaedically Handicapped are those who have a physical defect or deformity which causes interference with the normal functioning of the bones muscles and joints.

Note :— A candidate claiming the benefit of reservation as a handicapped person shall have to produce a certificate from the Chief Medical Officer of a District to the effect that he is covered by any of the aforesaid definitions of handicapped persons.

4. The State Government has taken the following further decisions in this behalf:—
- (a) The posts/services (Class III and Class IV) which can be filled by the various categories of the physically handicapped persons as mentioned above without loss or productivity should immediately be identified by the Departments and information to this effect sent to the Welfare of Scheduled Castes and Backward Classes Department and also to the Chief Secretary to Government, Haryana (in GS-III Branch).
 - (b) The above mentioned reservation in Class III and IV posts identified as suitable for the physically handicapped persons should be made by the Departments in the respective rosters which are currently in force.
 - (c) The extent concessions/facilities for the physically handicapped persons in the matter of employment under the State Government shall continue to be available.
 - (d) If a physically handicapped person availing himself of the benefit of the reservation under these instructions, belongs to some other reserved category, he shall be entitled to the benefits available to that reserved category to which he belongs.
 - (e) Eleven Vocational Rehabilitation Centres are functioning in the country at Ludhiana, Delhi, Kanpur, Calcutta, Jabalpur, Ahmedabad, Madras, Bombay, Hyderabad, Bangalore and Trivandrum. It has been decided that the evaluation done by the Vocational Rehabilitation Centres about the suitability of a particular occupation may be taken as final for the employment of the physically handicapped persons under the State Government. Detailed instructions in this regard will be issued by the Health Department.
5. It has been considered essential to provide monitoring and control mechanism to watch the placement of the physically handicapped persons under these instructions. A 'Cell' already
-

exists in the Welfare of Scheduled Castes and Backward Classes Department to watch the progress of reservation of Scheduled Castes and Backward Classes in the services under the State Government. It has been decided to entrust the duty of watching the recruitment of the physically handicapped persons in Class III and Class IV posts/services to the above mention 'Cell'. Detailed instructions in this connection will be issued by the Welfare of Scheduled Castes and Backward Classes Department. It is requested that information in this connection as and when required by that Department, may be supplied to them.

6. The other instructions issued vide Haryana Government circular letters noted in the margin will also apply to the reservation of posts/services for the physically handicapped persons.
7. These instructions may be brought to the notice of all concerned working under you for strict compliance.
8. Receipts of this communication may please be acknowledged.

Yours faithfully,

Sd/-
Joint Secretary General Administration,
for Chief Secretary to Government, Haryana.

A copy each is forwarded to:-

- (i) All Financial Commissioners to Govt. Haryana;
- (ii) All Administrative Secretaries to Government, Haryana

for information and necessary action.

Sd/-
Joint Secretary General Administration,
for Chief Secretary to Government, Haryana.

To

- (i) All Financial Commissioners to Govt., Haryana.
- (ii) All Administrative Secretaries to Government, Haryana.

U.O.No. 24/17/80-3 GSIII

dated Chandigarh, the 16th Dec. 1980.

No. 24/17/80-3GSII

From

The Chief Secretary to Government, Haryana.

To

1. The Managing Director, Haryana Harijan Kalyan Nigam, Chandigarh.
 2. The Managing Director, Haryana Agro-Industries, Corporation, Chandigarh.
 3. The Managing Director, Haryana Financial Corporation, Chandigarh.
 4. The Managing Director, Haryana Dairy Development Corporation, Chandigarh.
 5. The Managing Director, Haryana State Industrial Development Corporation, Chandigarh.
 6. The Secretary, Haryana Housing Board,, Chandigarh.
 7. The Managing Director, Haryana State Agriculture Marketing Board, Chandigarh.
 8. The Secretary, Haryana State Electricity Board, Chandigarh.
 9. The Managing Director, Haryana. Ware Housing Corporation, Chandigarh.
 10. The Managing Director, Haryana State Minor Irrigation (Tube wells) Corporation, Chandigarh.
 11. The Managing Director, Haryana State Federation of Sugar Mills Ltd., Chandigarh.
 12. The Managing Director, Haryana Breweries, Ltd., Chandigarh.
 13. The Managing Director, Haryana Tanneries Ltd., Chandigarh.
 14. The Managing Director Haryana Minerals Ltd., Chandigarh.
 15. The Managing Director, Haryana Matches Ltd., Chandigarh C/o Haryana State Industrial Development Corporation Ltd., Chandigarh.
 16. The Managing Director, Haryana Television Ltd., Faridabad.
 17. The Managing Director, Haryana Concast Ltd., Hissar.
 18. The Managing Director, Haryana Small Industries & Export Corporation, Chandigarh.
 19. The Managing Director, Haryana Tourism Corporation, Chandigarh.
 20. The Managing Director, Haryana State Handloom and Handicraft Corporation, Chandigarh.
 21. The Managing Director, Haryana Land Reclamation and Development Corporation, Chandigarh.
 22. The Managing Director, Haryana Urban Development Authority, Chandigarh.
 23. The Managing Director, Haryana Apex Handloom Cooperative Ltd., Panipat.
-

24. The Managing Director, Khitria Gramin Bank Ltd., Bhiwani, Gurgaon.
25. The Secretary, Khadi and Village Industries Board Chandigarh.
26. The Secretary, Haryana State Board for prevention and Control of Water Pollution, Chandigarh.
27. The Managing Director, Haryana State Federation Consumer Co-op. Wholesale Stores Ltd., Chandigarh.
28. The Managing Director, Haryana Dairy Development Co-operative Federation, Chandigarh.
29. The Managing Director, Haryana Seeds Development Corporation Ltd., Chandigarh.
30. The Secretary, Haryana Education Board, Bhiwani.
31. The Registrar, Maharishi Dayanand University, Rohtak.
32. Registrar, Kurukshetra, University, Kurukshetra.
33. Registrar, Agriculture University, Hissar.

Dated Chandigarh, the 14th January, 1981.

Subject : Reservation of posts for the physically handicapped persons in Groups C and D posts (Class III and IV) services under the State Government.

In continuation of Govt. letter No. 22/43/80-3 GSIII dated the 17th June, 1980, I am directed to enclose a copy of Haryana Govt. circular letter No. 24/17/80/-3 GSIII dated 16th Dec., 1980 where in the policy of reservation for physically handicapped persons has been laid down.

2. All the public Sector Undertakings/Boards in the State are requested to follow these instructions in the matter of reservation of posts for the physically handicapped persons meticulously.
3. Action taken in this behalf may be intimated to the State Govt. urgently.

Sd/-

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

Endst. No. 24-17-80-3GSIII

Dated Chandigarh, the 14th Jan, 81.

A copy is forwarded for information to the:—

- (1) Director Scheduled Castes & Backward Classes Welfare, Haryana, Chandigarh.
- (2) Director, Employment, Haryana, Chandigarh.

Sd/-

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

Endst. No. 24/17/80-3GSIII

dated Chandigarh, the 14th Jan., 81.

A copy alongwith copies of enclosures, is forwarded to the Registrar, Co-operative Societies, Haryana, with the request that all Government Co-operative undertakings (*viz.* Sugar Mills and Co-op Banks etc.) under the control of the Co-operative Department, may kindly be instructed, under intimation to Govt. to follow the instructions of the State Government in the matter of reservation of posts for Scheduled Castes and Backward Classes and Ex-servicemen meticulously.

Sd/-

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

A copy alongwith copies of enclosures is forwarded to:—

- (i) All Financial Commissioners, Haryana; and
- (ii) All Administrative Secretaries to Government, Haryana.

for information and necessary action.

2. (For local Government & Development Department) It is requested that all local Bodies like Municipal Committees, Tehsil Samities and Zila Parishads etc., may also be asked, under intimation to Govt., to follow the policy of State Government in the matter of reservation of posts for Scheduled Castes, Backward Classes and Ex-servicemen meticulously.

Sd/

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

To

- 1. All Financial Commissioners, Haryana; and
- 2. All Administrative Secretaries to Government, Haryana.

U.O. No. 24/17/80-3GSIII

dated Chandigarh, the 14th Jan., 81.

No. 24/17/80-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala and Hissar Divisions.
All Deputy Commissioners & Sub Divisional Officers (Civil) Haryana.
2. The Registrar,
Punjab & Haryana High Court,
Chandigarh.

Dated, Chandigarh, the 3rd March, 1981.

Subject : Providing of re-caning work to blind in Haryana.

Sir,

I am directed to refer to Haryana Government letter No. 24/17/80-3 GSIII, dated the 23rd April, 1980 which provides that blind persons who know the work of re-caning chairs may be given maximum facilities to earn their livelihood and all the Government offices should entrust this work to the blind in preference to others if the rates offered by them are competitive.

2. It has been decided to launch a special drive during 1981, the international year of Disabled Persons, to provide jobs to the maximum number of blind persons. With that end in view it is suggested that the re-caning of chairs should be got done only through blind persons and, where there is sufficient workload regular post of chair-recaner may be created and filled up by a suitable person from among the blind. It is requested that necessary action may be taken accordingly during the current year and a quarterly report be sent to the Government within 10 days after the close of each quarter.

Sd/-

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

A copy each is forwarded to the :—

- (i) Financial Commissioner Revenue, Haryana; and
- (ii) All Administrative Secretaries to Government, Haryana.

for information and necessary action.

Sd/-

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

To

1. The Financial Commissioner Revenue, Haryana; and
2. All Administrative Secretaries to Government, Haryana.

U. O. No. 24/17/80-3GSIII

dated, Chandigarh the 3rd March, 1981.

क्रमांक 24/4/81-3 जी.एस. III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. हरियाणा सरकार के सभी विभागाध्यक्ष,
आयुक्त अम्बाला तथा हिसार मंडल हरियाणा
सभी उपायुक्त तथा उप मंडल अधिकारी (ना०)
2. रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय तथा
हरियाणा के सभी जिला एवं सत्र न्यायाधीश।
दिनांक, चण्डीगढ़ 27 अप्रैल, 1981.

विषय : सेवा अवधि के दौरान अन्धे होने वाले कर्मचारियों को सेवा से निवृत्त न करने बारे।

महोदय,

मुझे निदेश हुआ है कि उपरोक्त विषय की ओर आपका ध्यान दिलाऊँ और सूचित करूँ कि सरकार ने इस बारे विचार किया है कि सेवा अवधि के दौरान जो सरकारी कर्मचारी अन्धे हो जाएँ उन्हें सेवा से निवृत्त न किया जाए। सरकार ने इस निमित्त यह निर्णय लिया है कि जो सरकारी कर्मचारी निवर्तन-आयु (superannuation age) प्राप्त करने से पूर्व अन्धा हो जाएँ उसे सेवा निवृत्त न किया जाए बल्कि जहाँ तक सम्भव हो पंजाब सी.एस.आर. वाल्यूम-II के नियम 3.12 के अनुसार कार्यवाही करते हुए उसे किसी उपयुक्त पद पर नियुक्त कर दिया जाए। यदि ऐसा कर्मचारी अपने विभाग में नियुक्त न किया जा सकता हो तो उसका नाम, पूरे विवरण तथा पंजाब सी.एस.आर. वाल्यूम-II के नियम 5.26 के अन्तर्गत निर्धारित प्रमाण पत्र सहित सामान्य प्रशासन विभाग (जी: एस:-III शाखा) को भेजा जाए ताकि उसे किसी अन्य विभाग में खपाने हेतु कार्यवाही की जा सके।

2. कृपया इस पत्र की पावती भेजी जाए।

हस्ता/-

संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

एक एक प्रति :-

1. वित्तायुक्त एवं सचिव, हरियाणा सरकार राजस्व विभाग तथा
2. सभी प्रशासकीय सचिव, हरियाणा सरकार, को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है।

हस्ता/-

संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. वित्तायुक्त एवं सचिव, हरियाणा सरकार,
राजस्व विभाग।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

अशा० क्रमांक 24/4/81-3 जी एस-III

दिनांक, चण्डीगढ़ 27-4-81

No. 24/33/81-3GSIII

From

The Chief Secretary to Government, Haryana.

To

- (1) All Heads Departments and Commissioner, Ambala/Hissar Divisions,
All Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana State.
- (2) The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 28th September, 1981.

Subject :— Employment of the physically handicapped persons in public services.

Sir,

I am directed to refer to Haryana Government Circular letter No. 24/17/80-3GSIII, dated the 16th December, 1980, providing 3 % reservation in Class-III & IV posts/services in direct recruitment for the physically handicapped persons and subsequent letter No. 24/17/80-3GSIII, dated the 5th March, 1981, advising that during the year 1980-81 (the International year of Disabled Persons at least one blind person should be given employment every month in the posts/vacancies as may arise and to say that from the reports received by the Government, it appears that the desired achievement has not been made in the matter. In order therefore, to achieve the desired results, the matter has been considered by the State Government and it has been decided that while making recruitment of the blind persons against the posts considered suitable for them, the standard of suitability may be relaxed by the recruiting/appointing authorities without making any relaxation in the minimum qualifications prescribed for the post. The recruiting/appointing authorities should however, exercise their discretion in this behalf very carefully so that unsuitable persons do not get entry into Government Service.

2. If a blind person who is given employment belongs to any of the reserved categories i.e. Scheduled Castes/Backward Classes/Ex-servicemen; he shall be considered to have been appointed against the post reserved for any of the aforesaid categories to which he belongs.

3. These instructions may kindly be brought to the notice of all concerned working under your control.

Yours faithfully,

Sd/-

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

A copy each is forwarded to :—

1. The Financial Commissioner (Revenue), Haryana;
2. All Administrative Secretaries to Government, Haryana.

for information and necessary action.

Sd/-

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

To

1. The Financial Commissioner (Revenue), Haryana;
2. All Administrative Secretaries to Govt., Haryana.

U.O. No. 24/33/81-3GSIII

Dated Chandigarh, the 28th Sept., 1981.

No. 24/42/81-3GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments and
Commissioner, Ambala and Hissar Divisions in the Haryana State.
2. All Deputy Commissioners in the Haryana State.

Dated Chandigarh, the 13th August, 1982.

Subject : Employment of inmates of Homes/Infirmaries in Govt. offices in the Haryana State.

Sir,

In modification of the composite Punjab Govt. letter No. 13928-4GS-61/44512, dated 18th December, 1961, it has been decided that in future, other things being equal, preference for appointment to Govt. posts should be given to trained inmates from the following institutions being run under the control/supervisions of the Social Welfare Department

- (i) Mahila Ashram, Karnal.
- (ii) Kasturba Seva Sadan, Faridabad.
- (iii) Infirmary (Mahila Ashram), Rohtak
- (iv) State After Care Home, Sonapat.
- (v) Special School, Sonapat.
- (vi) Adult Blind Training Centre, Sonapat.
- (vii) Govt. Blind School, Panipat.
- (viii) State After Care Home (for Girls), Karnal
- (ix) Widow & Destitute Home, Faridabad, Rohtak and Karnal.

I am accordingly to request you kindly to keep in mind these instructions while making appointments to Govt. posts.

Yours faithfully,

Sd/-

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

A copy is forwarded to the Financial Commissioner, Revenue and all Administrative Secretaries to Govt., Haryana, for information and compliance.

Sd/-

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

To

The Financial Commissioner, Revenue.

All Administrative Secretaries to Govt, Haryana.

U.O. No. 24/42/81-3GSIII

Dated Chandigarh, the 13th August, 1982.

No. 24/3/83-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners Ambala & Hissar Divisions.
All Deputy Commissioners in Haryana and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 23rd March, 1983.

Subject : Providing of re-caning work to blind in Haryana.

Sir,

I am directed to refer to this Department letter No. 24/17/80-3GS-III, dated 3-3-81 on the above cited subject and to say that it has been brought to the notice of the State Government by the National Association for the Blind, Haryana State Branch, Faridabad that the Association is finding difficulty in securing recaning work for the blind from Government Offices. As such, it is requested that the blind persons who know the work of re-caning may be given the maximum facilities to earn their livelihood and all the Govt. offices should entrust this work to the blind in preference to others if the rates offered by them are competitive, as laid down in Haryana Govt. letter No. 24-17/80-3GS-III, dated the 23rd April, 1980.

These instructions may be brought to the notice of all concerned for their guidance and compliance. The receipt of this letter may please be acknowledged.

Yours faithfully

Sd/-

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

A copy is forwarded to all the Financial Commissioners & Administrative Secretaries to Govt. Haryana with reference to U.O. No. 24/17/80-3GS-III, dated. 3-3-1981 for information and necessary action.

Sd/-

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

To

All the Financial Commissioners and Administrative Secretaries to
Government, Haryana.

U.O. No. 24/3/83-3GS-III

Dated Chandigarh, the 23rd March, 1983.

No. 24/1/90-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners,
Ambala & Hisar Divisions, All Deputy Commissioners &
Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 20th Feb., 90.

Subject :— **Reservation of posts for the Physically Handicapped persons in Class-I and II posts under the services of Haryana State.**

Sir,

I am directed to refer to Haryana Govt. instructions No. 24/17/80-3GSIII, dated 16-12-80 regarding reservation of posts of Scheduled Castes, Backward Classes, Ex-servicemen and Physically Handicapped persons in the services of Haryana State and to say that the matter has been considered further and it has been decided to provide 3% reservation to the Physically Handicapped persons in Class-I and II posts to be filled up by direct recruitment as follows :—

For Physically Handicapped persons (the blind, the deaf and the orthopaedically handicapped).	3% (1% for each category in Class-I and II posts).
---	---

2. This reservation will, however, not be applicable to Class-I and II posts in Police, Home Guards and Fire Services Departments.
3. These instructions should be brought to the notice of all concerned working under you for information and necessary action.
4. Receipt of this communication may please be acknowledged.

Yours faithfully,

Sd/-

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

Copy of Chief Secretary to Govt. Haryana letter No. 24/5/91-3GSIII dated the 22nd November, 1991 to all Heads of department, Commissioners Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana State and the Registrar, Punjab and Haryana High Court Chandigarh.

Subject :—Reservation of posts for the physically handicapped persons under the service's of Haryana State.

Sir,

I am directed to refer to Haryana Govt. Instructions No. 24/17/80-3GSIII, dated 16-12-1980 on the subject noted above in which interalia it has been provided that where in a cadre a post is identified as not suitable for one category or two categories of the physically Handicapped persons, the post(s) in the cadre reserved for the handicapped persons will be filled in by the persons belonging to the category of Ex-servicemen, Government has further considered the matter and has decided that in the event of non-availability non suitability of one category of Physically handicapped person for a post, the same should pass on to the other category of physically handicapped and in case of non-availability/non suitability of persons from any of the categories of physically handicapped the post may be filled in by the persons belonging to the category of Ex-servicemen, with this, although the percentage fixed for each category of physically handicapped persons may increase at a given time but the overall reservation will remain within 3% of the reservation for physically handicapped persons.

2. It is requested that these instructions may be brought to the notice of all concerned for strict compliance in future.

Welfare Department Haryana, Chandigarh

Endst. No. EC-1/Inst. 91/31559-62, Dated Chandigarh, the 5/12/91

A copy is forwarded to —

1. All Managing Director/Administrator/Board and Corporations in Haryana State.
2. All District Welfare Officer in Haryana State, for information and necessary action.

Sd/-

for Director, Welfare of Scheduled Castes and
Backward Classes Deptt., Haryana.

No. 24/1/90-3 GS III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All the Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 14th Oct., 1992.

Subject :—Reservation of posts for Physically Handicapped persons under the services of State Government—Exempting to H.C.S. (Executive Branch) from the applicability of reservation for Physically Handicapped persons.

Sir,

I am directed to refer to Haryana Govt. letter No. 24/1/90-3GSIII, dated 20th February, 1990 which interalia provided reservation for Physically Handicapped persons in Class-I and Class-II posts under the services of Haryana State and to state that the matter has further been considered by the State Government and it has been decided that the reservation in services prescribed for Physically Handicapped persons will not be applicable to the posts of Haryana Civil Services (Executive Branch).

2. These instructions should be brought to the notice of all concerned for information and necessary action.
3. Receipt of this communication may please be acknowledged.

Yours faithfully,

Sd/-

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

No. 24/1/93-3 GS III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Department's, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All the Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana
2. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 28th April, 1993.

Subject :— Employment of the Physically Handicapped persons in Public Services.

Sir,

I am directed to refer to Haryana Govt. letter No. 24/17/80-3GSIII, dated 16-12-80 and letter No. 24/1/90-3GS III dated 20-2-90 on the subject noted above which inter-alia provided 3% reservation for Physically Handicapped persons in direct recruitment in Class-I, II, III and IV services and to state that it has been brought to the notice of Government that these instructions are not being followed meticulously and no efforts are being made for filling up the vacancies reserved for the Physically Handicapped persons specially the vacancies meant for blind, with the result many Physically Handicapped persons remain unemployed. It is, therefore, again stressed that the posts considered suitable for Physically Handicapped persons be identified by all the Departments/Boards/Corporations/Public undertakings of the State Govt. and then recruitment be made accordingly as per their share.

2. It has been brought to the notice of the Government that the blind employees are not given further promotion on the basis of their seniority on the ground of their blindness only, it is requested that the blind employees may also be considered for promotion on their turn.
3. These instructions may kindly be brought to the notice of all concerned working under their control for strict compliance.

Yours faithfully,

*Sd/-*Deputy Secretary, General Administration,
for Chief Secretary to Government, Haryana,

No. 24/1/93-3 GS III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments, Commissioners,
Ambala, Hisar, Rohtak and Gurgaon Divisions,
2. All the Deputy Commissioners and Sub-Divisional Officers (Civil)
in Haryana
3. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 21st January, 1994.

Subject :— Employment of the Physically Handicapped persons in Public Services.

Sir,

I am directed to refer to Haryana Govt. letter No. 24/17/80-3GSIII, dated 16-12-80, letter No. 24/1/90-3GSIII dated 20-2-90 and letter No. 24/1/93-3GSIII dated 20-4-93 on the subject noted above which interalia provided 3% reservation for Physically Handicapped persons in direct recruitment in Class-I, II, III and IV services and to state that it has been brought to the notice of Government that these instructions are not being followed meticulously and no efforts are being made for filling up the vacancies reserved for the Physically Handicapped persons, specially the vacancies meant for blind, with the result many Physically Handicapped persons remain unemployed. It is, therefore, again stressed that the posts considered suitable for Physically Handicapped persons be indentified by all the Departments/Boards/Corporations/Public Undertakings of the State Government and then recruitment be made accordingly as per their share.

2. These instructions may kindly be brought to the notice of all concerned working under their control for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/3/97-3 GS-III

From

Chief Secretary to Government, Haryana.

To

1. All Heads of Departments and Commissioners,
Ambala, Hisar, Gurgaon and Rohtak Divisions
in the State of Haryana.
2. All Deputy Commissioner in the State of Haryana.

Dated Chandigarh, the 2nd May, 1997.

Subject :— Employment of inmates of Homes/Infirmaries in Govt. Offices in the Haryana State.

Sir,

I am directed to invite your attention to Haryana Government's instructions issued vide No. 22/42/81-3 GS-III dated 13-8-82 on the subject cited above and to say that it has been brought in the notice of Government that many departments are not complying with the above referred Govt. Instruction in giving employment to inmates of Homes/Infirmaries in Govt. offices in the Haryana State. I am to reiterate these instructions with the request that preference should be given in employment to trained inmates of Homes/Infirmaries which are being run under the supervision of the Social Welfare Department. These Homes/Infirmaries are as under :—

- (i) Mahila Ashram, Karnal.
- (ii) Kasturba Seva Sadan, Faridabad.
- (iii) Infrimary (Mahila Ashram) Rohtak.
- (iv) State After Care Home, Sonapat.
- (v) Special School, Sonapat.
- (vi) Adult Blind Training Centre, Sonapat.
- (vii) Govt. Blind School, Panipat.
- (viii) State After Care Home (for Girls) Karnal.
- (ix) Widow & Destitute Home, Faridabad, Rohtak and Karnal.

Yours faithfully,

Sd/-

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

No. 22/96/96- GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments,
2. Commissioners, Ambala, Hisar, Gurgaon & Rohtak Divisions,
3. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
4. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 14th Oct., 1997.

Subject :— **Reservation for Scheduled Castes, Backward Classes (Block 'A' & 'B') Ex-servicemen and Physically Handicapped Persons in direct recruitment of Class-III and Class -IV Government jobs.**

Sir,

I am directed to invite your attention to Haryana Government instructions issued vide No. 22/36/95-3 GSIII, dated 20-7-95 on the subject cited above and to say that vide these instructions 3% 'Horizontal' reservation in direct recruitment to Class III and Class IV posts was provided to Physically Handicapped (Orthopaedically Handicapped, Deaf & Dumb and Blind.) But keeping in view "THE PERSONS WITH DISABILITIES (EQUAL OPPORTUNITIES, PROTECTION OF RIGHTS AND FULL PARTICIPATION) ACT 1995" passed by Parliament this matter has further been considered and after careful consideration the State Government has now decided to convert the present 3% 'Horizontal' reservation into 'Vertical' reservation (1% for blindness or low vision, 1% for hearing impairment and 1% for Locomotor disability or cerebral palsy persons) in direct recruitment of Class III and IV posts. In a block of 100 posts in each cadre the post No. 33, 66 and 97 shall be filled up by the physically handicapped.

These instructions may be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/86/97- 3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments,
Commissioner/Ambala, Hisar, Rohtak and
Gurgaon Divisions.
2. All Deputy Commissioners and
Sub Divisional Officers (Civil) in Haryana.
3. The Registrar, Punjab & Haryana High Court,
Chandigarh.

Dated Chandigarh, the 13th November, 1997.

Subject :— **C.W.P. 4150/97-Sushma Verma Vs. State of Haryana appointment of physically handicapped persons in Government jobs.**

I am directed to invite your attention to the order of Hon'ble High Court Punjab & Haryana (CWP No. 4150/1997). The Hon'ble High Court of Punjab & Haryana has issued the following directives which are to be complied with immediately :

- (a) In accordance with directives issued by the Chief Secretary, Haryana vide circular dated 23-7-97, all those Heads of the Departments and other authorities, who have so far not identified the posts reserved for physically handicapped persons, shall now undertake this exercise and complete the process within one month from today.
- (b) Within next four months, the competent authorities shall take steps to make recruitment against all the vacant posts reserved for physically handicapped persons and appointments to be given to the selected candidates strictly in the order of their merit among physically handicapped persons.
- (c) The Government shall simulatenously issue instructions to all the authorities to identify the remaining vacancies/posts reserved for physically handicapped persons and take prompt steps for making recruitment against such vacancies simultaneously with the recruitment of general category candidates so that the candidates belonging to the categories of physically handicapped are not adversely affected.

In the light of judgement of the Hon'ble High Court quoted above you are requested to ensure that the posts reserved for physically handicapped persons in your departments may be identified within one week under intimation to the office of Chief Secretary, Government of Haryana. All competent authorities shall also ensure (as desired by the Hon'ble High Court), recruitment against all vacant posts reserved for physically handicapped persons should be made and appointments be given to the selected candidates strictly in order of merit amongst the Physically Handicapped persons. If necessary,

relaxation from the Finance Department may be taken in case the vacancy comes under the ban imposed by the Finance Department.

As desired by the Hon'ble High Court it may be ensured that prompt steps are taken for making recruitment of physically handicapped persons against vacancies simultaneously with the recruitment of General Category candidates so that the candidates belonging to the category of physically handicapped are not adversely affected.

It may be noticed that the Hon'ble Supreme Court of India while deciding the case of the Excise Suprintendent Malkapatnam, Krishna V/s K.B.N. Visweshware Rao and others (Civil Appeal No. 11646-11724 of 1996) on 22-10-1996 had made the following observations :—

“Having regard to the respective contentions, we are of the view that contention of the respondents is more acceptable which would be consistent with the principles of fair play, justice and equal opportunity. It is common knowledge that many a candidates are unable to have the names sponsored, though their names are either registered or are waiting to be registered in the employment exchange, with the result that the choice of selection is restricted to only such of the candidates whose names come to be sponsored by the employment exchange. Under these circumstances many a deserving candidates are deprived of the right to be considered for appointment to a post under the State. Bather view appears to be that it should be madndatory for the requisitioning authority/establishment to intimate the employment exchange and employment exchange should sponsor the names of the candidates to the requisitioning Departments for selection strictly according to seniority and reservation as per requisition. In addition, appropriate Department or undertaking or establishment, should call for the names by publication in the newspaper having wider circulation and also display on their office notice boards or announce radio, television and employment news bulletins and then consider the case of all the candidates who have applied. If this procedure is adopted, fair play would be subserved. The equality of opportunity in the matter of employment would be available to all eligible candidates.”

In view of the directions/guidelines given by the Hon'ble Supreme Court in the judgement quoted above, it may also be ensured that the physically handicapped persons should be appointed against reserved posts (Class III & IV posts) by sending requisitions to the Employment Exchange and also by publishing advertisement in the noewpapers with a wide circulation. Care may also be taken to ensure that wherever local vernacular papers are widely read and circulated, advertisements may be published in those newspapers as well.

These instructions may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

(R.D. Gugnani)

Under Secretary General Administration
for Chief Secretary to Government Haryana.

MOST IMMEDIATE
DATE BOUND
COURT CASE

No. 22/86/97- 3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments,
Commissioner/Ambala, Hisar, Rohtak and
Gurgaon Divisions.
2. All Deputy Commissioners and
Sub Divisional Officers (Civil) in Haryana.
3. The Registrar, Punjab & Haryana High Court,
Chandigarh.

Dated Chandigarh, the 26th November, 1997.

Subject :— C.W.P. No. 4150/97-Sushma Verma Vs. State of Haryana appointment of Physically Handicapped persons in Government jobs.

I am directed to invite your attention to this Departments circulars letter of even number dated 13-11-1997 on the subject noted above *vide* which the while conveying the order/directions Hon'ble High Court Punjab and Haryana in CWP No. 4150/97. You were requested to indentify the posts reserved for Physically Handicapped persons in your Departments under intimation to the office of the Chief Secretary Govt. of Haryana within one week. However the required information in still awaited from your office/Department.

I am, therefore, to request you again to furnish the requisite information by 28-11-97 to enable the Govt. to place the same before the Hon'ble High Court upto 4-12-1997.

Yours faithfully,
(R.D. Gugnani)

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

MOST IMMEDIATE
DATE BOUND
COURT CASE

No. 22/86/97- 3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments,
(mentioned in the margin)
Commissioners/Ambala, Hisar, Rohtak and
Gurgaon Divisions.
2. All Deputy Commissioners and
Sub Divisional Officers (Civil) in Haryana.
3. The Registrar,
Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 11th December, 1997.

Subject :— C.W.P. No. 4150/97-Sushma Verma Vs. State of Haryana appointment of Physically Handicapped persons in Government jobs.

Sir,

I am directed to invite your attention to this department's circulars letters of even number dated 13-11-1997 and 26-11-97 on the subject noted above, *vide* which while conveying the order/directions of Hon'ble High Court of Punjab and Haryana in C.W.P. No. 4150/97, you were requested to identify the posts reserved for Physically Handicapped persons in your Departments under intimation to the office of the Chief Secretary to Government of Haryana within one week. However, the required information is still awaited from your office/Department.

I am therefore, to request you again to furnish the requisite information within three days to enable the Government to place the same before the Hon'ble High Court.

Yours faithfully,

Sd/-

(R.D. Gugnani)

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

No. 22/96/96/—3GS—III

From

The Chief Secretary to Govt. Haryana.

To

1. All Heads of Departments.
2. Commissioners, Ambala/Hisar/Rohtak & Gurgaon Divisions.
3. All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
4. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated : Chandigarh the, 25th May, 1998.

Subject :— Employment of the Physically Handicapped persons in Public Services.

Sir,

I am directed to refer to Haryana Government letter No. 22/36/95—3GS III, dated 20-7-1995 and letter No. 22/96/96—3 GS III, dated 14-10-1997 on the subject noted above which *inter-alia* provided 3% 'Vertical' reservation (1% for blindness or low vision, 1% for hearing impairment and 1% for Locomotor disability or cerebral palsy persons in direct recruitment of Class III & IV posts of Physically Handicapped (orthopaedically Handicapped, Deaf & Dumb and Blind) and to state that it has been brought to the notice of Government that these instructions are not being followed meticulously and no efforts are being made for filling up the vacancies reserved for the Physically Handicapped persons specially the vacancies meant for blind, with the result many Physically Handicapped persons remain unemployed. It is, therefore, again stressed that the posts considered suitably for Physically Handicapped persons especially blind be identified by all the Departments/Boards/Corporations/Public Undertakings of the State Govt. and then in future recruitment be made accordingly.

These instructions, may be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

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

A copy each is forwarded to :—

1. All Financial Commissioners to Government, Haryana.
2. All Administrative Secretaries to Government, Haryana for information and necessary action.

Sd/-

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

No. 22/55/97-3 GS-III

From

The Chief Secretary to Govt. Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Gurgaon and Rohtak Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. Registrar,
Punjab and Haryana High Court,
Chandigarh.

Dated Chandigarh, the 12-6-98.

Subject :— Fixing up minimum degree of disability in favour of Physically Handicapped persons for direct recruitment to Class I, II, III & IV services/posts.

Sir,

I am directed to invite reference to Haryana Government Circular letter No. 24/17/80-3 GS- III, dated 16-12-1980 and No. 24/1/90-3 GS III, dated 20-2 1990 on the subject noted above and to say that the question of fixing up the minimum percentage of disability of Physically Handicapped persons in direct recruitment of Class I, II, III & IV services/ posts has been engaging the attention of the Govt. for some time. After careful consideration and as per orders of Punjab & Haryana High Court in C.W.P. No. 19011 of 1996—Shri Pushpinder Kumar Vs. State of Haryana and others and to the instructions of Govt. of India, Ministry of Welfare, it has now been decided that only those persons who have disability more than 40% and above shall be eligible for registration in Employment Exchange in the category of handicapped and to be considered against jobs in Public Sector reserved for the Physically Handicapped.

2. These instructions, should be brought to the notice of all concerned working under you for information and necessary action.
3. Receipt of this communication may please be acknowledged.

Yours faithfully,

Sd/-

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

No. 22/46/98- 3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments.
2. Commissioners, Ambala/Hisar/Rohtak and Gurgaon Divisions.
3. All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
4. The Registrar, Punjab & Haryana High Court, Chandigarh.
5. All Managing Directors of Boards/Corporations in Haryana State.

Dated Chandigarh, the 13th July, 1998.

Subject :— **3 % reservations in the benefit to the persons with disabilities in all poverty alleviation schemes in Haryana State.**

Sir,

I am directed to invite your attention to section 40 of “The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995” and to say that the State Government has decided that 3% of the beneficiaries assisted under all poverty alleviation schemes, should be from the categories of persons with physical disabilities. This category may also please be separately indicated in your departmental reports.

2. These instructions may be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/96/96- 3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments.
2. Commissioners, Ambala/Hisar/Rohtak and Gurgaon Divisions.
3. All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
4. The Registrar, Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 17-8-1998.

Subject :— Reservations to the Physically Handicapped persons in direct recruitment of Class III and Class IV Government jobs.

Sir,

I am directed to refer to Haryana Government letter NO. 22/36/95-3GS-III, dated 20-7-1995 and letter No. 22/96/96-3GS-III dated 14-10-97 on the subject noted above which *inter-alia* provided 3% 'Vertical' reservation (1% for blindness or low vision, 1% for hearing impairment and 1% for Locomotor disability or cerebral palsy persons) in direct recruitment of Class-III and IV posts of Physically Handicapped (Orthopaedically Handicapped, Deaf & Dumb and Blind) and to state that keeping in view "The persons with disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 passed by the parliament this matter has further been considered and after careful consideration the State Government has now decided that where in any recruitment year any vacancy under Section 33 of this Act, cannot be filled up due to non-availability of a suitable person with disability or, for any other sufficient reason such vacancy shall be carried forward in the succeeding recruitment year and if in succeeding recruitment year also suitable person with disability is not available, it may first be filled by interchange among the three categories and only when there is no person with disability available for the post in that year the employer shall fill up the vacancy by appointment of a person, other than a person with disability: Provided that if the nature of vacancies in an establishment is such that a given category of person cannot be employed, the vacancies may be interchanged among the three categories with the prior approval of the appropriate Government.

2. These instructions may be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/55/97-3GS-III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments. Commissioners, Ambala, Hisar, Gurgaon, and Rohtak Divisions. All Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab & Haryana High Court,
Chandigarh.

Dated : Chandigarh, the 1st January, 1999.

Subject :— **Fixing up the minimum degree of disability in favour of Physically Handicapped persons for direct recruitment to Class I, II, III & IV services/posts.**

Sir,

I am directed to invite reference to Haryana Govt. Circular letter No. 22/55/97-3GS-III dated 12-6-1998 on the subject noted above and to say that some Govt. Departments were seeking clarifications of fixing up the minimum percentage of disability in favour of Physically Handicapped persons for direct recruitment to Class I, II, III, and IV services/posts. Now after careful consideration of the matter it is clarified that only those Physically Handicapped are eligible for giving concession/benefits towards registration in Employment Exchange for considering in direct recruitment to Class I, II, III and IV services/posts who possess the minimum degree of disability of 40%.

2. These instructions should be brought to the notice of all concerned working under you for information and necessary action.
3. Receipt of this communication may be acknowledged.

Yours faithfully,

Sd/-

Joint Secretary General Administration
for Chief Secretary to Government Haryana.

No. 22/27/2000-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. The Commissioners, Rohtak, Gurgaon, Hisar & Ambala Divisions.
2. All the Heads of Departments in Haryana State.
3. The Registrar, Punjab & Haryana High Court, Chandigarh.
4. All the Deputy Commissioners and Sub-Divisional Officers (Civil) in the State of Haryana.

Dated : Chandigarh, the 22nd June, 2000.

Subject :— Reservation of posts for Physically Handicapped persons in Class-I, II, III & IV posts under the services of Haryana State.

Sir,

I am directed to invite your attention to Haryana Govt. letter No. 24/1/90-3GS-III dated 20.2.90, and No. 22/36/95-3GS-III dated 20.7.95 and No. 22/96/96-3GS-III dated 14.10.97, on the subject noted above (copies enclosed for facility of references) and to say that it has been observed that the instructions contained there in are not being meticulously followed by all Departments. Government views such lapse seriously and reiterates the decisions contained in the aforesaid letters and hopes that they will be strictly complied with by the Government Departments and Government aided Colleges and Universities and other Institutions. All Departments should ensure implementation in letter and spirit.

Yours faithfully,

Sd/-

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

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

1. All the Financial Commissioners & Secretaries to Government Haryana.
2. All the Administrative Secretaries to Government Haryana.

Sd/-

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

To

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

U.O. No. 22/27/2000-3GS-III

Dated Chandigarh, the 22.6.2000.

No. 22/9/1999-3GSIII

From

The Chief Secretary to Government Haryana.

To

1. All the Heads of Departments in Haryana.
2. The Commissioners of Ambala, Hisar, Rohtak and Gurgaon Divisions, Haryana.
3. The Registrar, Punjab and Haryana High Court, Chandigarh.
4. All the Deputy Commissioners in Haryana and Sub-Divisional Officers (C) Haryana.

Dated, Chandigarh, the 30th January, 2003.

Subject : — Reservation of posts for the Physically Handicapped persons in Class-I to IV posts under the services of Haryana State-Implementation of reservation policy.

Sir,

I am directed to refer to the State Government letters U.O. Nos. 22/36/95-3 GS-III, dated 20th July 1995 and 22/55/97-3 GSIII dated 1st January, 1999, on the subject noted above and to convey that the provisions contained in these instructions are not being followed meticulously. It has also been brought to the notice of Government that the 3% quota of reservation of handicapped employee is not being provided to them.

2. The Government of Haryana has taken a very serious view of such lapses committed by the departments. Therefore, it is again reiterated that the instructions on the subject must be followed in letter and spirit and no excuse in this regard will be heard from any quarters.

These instructions may be brought to the notice of all concerned or strict compliance.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Principal Secretaries and all the Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-

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

To

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

U.O. No. 22/9/1999-3 GSIII

Dated Chandigarh the 30th January, 2003.

A copy is forwarded to the Principal Secretaries/Secretaries/Private Secretaries to the Chief
Minister/Ministers/Ministers of State of information of the Chief Minister/Ministers/Ministers of State,
Haryana.

Sd/-

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

To

The Principal Secretary/Secretaries/Private Secretaries
to Chief Minister/Ministers/Ministers of State, Haryana.

U.O. No. 22/9/1999-3 GSIII

Dated Chandigarh the 30th January, 2003.

A copy is forwarded to all the Branch Officers/Superintendent/Deputy Superintendents of
Chief Secretary/ F.C. office for information and necessary action.

Sd/-

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

To

All the Branch Officers/Superintendents/Deputy Superintendents
of Haryana Civil Secretariat/F.C. Office.

U.O. No. 22/9/1999-3 GSIII

Dated Chandigarh the 30th January, 2003.

क्रमांक : 22/33/2003-3 जी०एस०-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्ष, आयुक्त, अम्बाला, हिसार, रोहतक व गुड़गांव मण्डल।
2. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय, चण्डीगढ़।
3. सभी उपायुक्त तथा सभी उप-मण्डल अधिकारी (ना०), हरियाणा।

दिनांक, चण्डीगढ़, 12 मई, 2003.

विषय:-- विकलांग व्यक्तियों को श्रेणी-III व श्रेणी-IV में सीधी भर्ती में आरक्षण प्रदान करने के सम्बन्ध में।

महोदय,

मुझे निर्देश हुआ है कि मैं आपका ध्यान सरकार द्वारा जारी की गई हिदायतें क्रमांक 22/96/96-3 जी०एस०-III दिनांक 14.10.1997 जिसमें विकलांग जन (समान अवसर अधिकारी, संरक्षण एवं पूर्ण भागीदारी) अधिनियम-1995 की धारा-33, जिसके अनुसार सरकारी सेवाओं में विकलांग को 3 प्रतिशत आरक्षण अर्थात् एक प्रतिशत नेत्रहीन, एक प्रतिशत मूक एवं बधिर तथा एक प्रतिशत शारीरिक रूप से विकलांग/सैरीबल पाल्सी, की व्यवस्था है, की ओर दिलाऊं तथा कहूं कि सरकार ने विकलांग व्यक्तियों को सरकारी सेवा में आरक्षण का भरपूर लाभ प्रदान करने हेतु निम्न प्रकार से निर्णय लिए हैं :-

- (क) सभी विभागाध्यक्ष विकलांगों के लिए आरक्षित पदों के विरुद्ध रिक्त पदों की विकलांगता की श्रेणी अनुसार सूचना एक माह के अन्दर-अन्दर सामाजिक न्याय एवं अधिकारिता विभाग, हरियाणा को भेजना सुनिश्चित करेंगे।
- (ख) विकलांगों के लिए आरक्षित रिक्त पदों को 6 माह के अन्दर भरना सुनिश्चित करेंगे और इसकी रिपोर्ट सामाजिक न्याय एवं अधिकारिता विभाग को भेजेंगे इसके साथ-साथ सामाजिक न्याय एवं अधिकारिता विभाग, हरियाणा भी विभागों से आरक्षण का लाभ मिलने तक, तालमेल रखेगा।
- (ग) विकलांगों के लिए श्रेणी, अनुसार आरक्षित पद विकलांगता के कारण योग्य न होने की वजह से भरे जाने सम्भव नहीं होते जैसे नेत्रहीनों के लिए जंगलात विभाग में आरक्षित चौकीदार का पद अयोग्य माना जाता

है। इसी प्रकार शिक्षा विभाग में विज्ञान अथवा गणित विषय के लिए नेत्रहीनों के लिए आरक्षित पद उम्मीदवार न मिलने के कारण रिक्त हैं। इस कारण यह आवश्यक है कि प्रत्येक विभागाध्यक्ष अपने विभाग में पदों का रिकेटेग्राईजेशन करें जैसे कि अगर श्रेणी-4 में 10 पद विकलांगों के लिए आरक्षित हैं परन्तु वे इनमें काम नहीं कर सकते तो दूसरे पद जो श्रेणी-4 के हैं जिन पर विकलांग काम कर सकते हैं, उनको आरक्षित करते हुए सूचना सामाजिक न्याय एवं अधिकारिता विभाग, हरियाणा को 3 महीने के अन्दर-अन्दर भेजना सुनिश्चित करेंगे।

कृपया इन आदेशों की दृढ़ता से पालना की जाए।

भवदीय,

हस्ता./-

अवर सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

एक प्रति सभी वित्तायुक्त एवं प्रधान सचिव/आयुक्त एवं सचिव, हरियाणा सरकार को सूचनार्थ तथा आवश्यक कार्यवाही हेतु भेजी जाती है।

हस्ता./-

अवर सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी वित्तायुक्त एवं प्रधान सचिव/आयुक्त एवं सचिव,
हरियाणा सरकार।

अशा: क्रमांक 22/33/2003-3जी.एस.-III

दिनांक : 12.05.2003

क्रमांक : 22/33/2003-3 जी०एस०-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्ष, आयुक्त, अम्बाला, हिसार,
रोहतक व गुड़गांव मण्डल।
2. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय,
चण्डीगढ़।
3. सभी उपायुक्त तथा सभी उप-मण्डल अधिकारी
(नागरिक), हरियाणा।

दिनांक, चण्डीगढ़, 12-1-2004.

विषय:-- विकलांग व्यक्तियों को श्रेणी-III व श्रेणी-IV में सीधी भर्ती में आरक्षण प्रदान करने के सम्बन्ध में।

महोदय,

मुझे निर्देश हुआ है कि मैं आपका ध्यान सरकार द्वारा जारी की गई हिदायतें क्रमांक 22/33/2003-3जी०एस०-III दिनांक 12.05.2003 जिसमें विकलांग व्यक्तियों को सरकारी सेवा में आरक्षण का भरपूर लाभ प्रदान करने हेतु निम्न प्रकार से निर्णय लिए गए थे:--

- (क) सभी विभागाध्यक्ष विकलांगों के लिए आरक्षित पदों के विरुद्ध रिक्त पदों की विकलांगता की श्रेणी अनुसार सूचना एक सप्ताह के अन्दर-अन्दर सामाजिक न्याय एवं अधिकारिता विभाग, हरियाणा को भेजना सुनिश्चित करें।
- (ख) विकलांगों के लिए आरक्षित रिक्त पदों को 6 माह के अन्दर-अन्दर भरना सुनिश्चित करेंगे और इसकी रिपोर्ट सामाजिक न्याय एवं अधिकारिता विभाग को भेजेंगे, इसके साथ-साथ सामाजिक न्याय एवं अधिकारिता विभाग, हरियाणा भी विभागों से आरक्षण का लाभ मिलने तक, तालमेल रखेगा।
- (ग) विकलांगों के लिए श्रेणी अनुसार आरक्षित पद विकलांगता के कारण योग्य न होने की वजह से भरे जाने सम्भव नहीं होते जैसे नेत्रहीनों के लिए जंगलात विभाग में आरक्षित चौकीदार का पद अयोग्य माना जाता है। इसी प्रकार शिक्षा विभाग में विज्ञान अथवा गणित विषय के लिए नेत्रहीनों के लिए आरक्षित पद उम्मीदवार न मिलने के कारण रिक्त हैं। इस कारण यह आवश्यक है कि प्रत्येक

विभागाध्यक्ष अपने विभाग में पदों को रिक्टेगरीजेशन करें, जैसे कि अगर श्रेणी-4 में 10 पद विकलांगों के लिए आरक्षित हैं परन्तु वे इनमें काम नहीं कर सकते तो दूसरे पद जो श्रेणी-4 के हैं जिन पर विकलांग काम कर सकते हैं, उनको आरक्षित करते हुए सूचना सामाजिक न्याय एवं अधिकारिता विभाग, हरियाणा को 3 महीने के अन्दर-अन्दर भेजना सुनिश्चित करेंगे।

अब सरकार के ध्यान में लाया गया है कि उक्त निर्णयों अनुसार विभिन्न विभागों द्वारा सम्बन्धित सूचना सामाजिक न्याय एवं अधिकारिता विभाग हरियाणा को नहीं भेजी जा रही है। सरकार इसे एक गम्भीर अनियमितता मानती है। कृपया सम्बन्धित सूचना सामाजिक न्याय एवं अधिकारिता विभाग को शीघ्र भेजना सुनिश्चित करें।

भवदीय,

हस्ता./-

उप सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

एक प्रति सभी वित्तायुक्त एवं प्रधान सचिव/आयुक्त एवं सचिव, हरियाणा सरकार को सूचनार्थ तथा आवश्यक कार्यवाही हेतु भेजी जाती है।

हस्ता./-

उप सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी वित्तायुक्त एवं प्रधान सचिव/आयुक्त एवं सचिव,
हरियाणा सरकार।

अशा: क्रमांक 22/33/2003-3जी.एस.-III

दिनांक : 12.01.2004

पृ० क्रमांक 22/33/2003-3जी.एस.-III

दिनांक : 12.01.2004

एक प्रति सचिव, हरियाणा ब्यूरो ऑफ पब्लिक एन्टरप्राइजिज को सूचनार्थ तथा आवश्यक कार्यवाही हेतु भेजी जाती है।

हस्ता./-

उप सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

क्रमांक 22/14/2004-3जी.एस.।।।

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. हरियाणा के सभी विभागाध्यक्ष।
2. रोहतक, गुड़गांव, हिसार एवं अम्बाला मण्डलों के आयुक्त।
3. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय, चण्डीगढ़।
4. हरियाणा के सभी उपायुक्त।
5. रजिस्ट्रार महर्षि दयानन्द विश्वविद्यालय, रोहतक, कुरुक्षेत्र विश्वविद्यालय कुरुक्षेत्र, चौधरी चरण सिंह हरियाणा कृषि विश्वविद्यालय, हिसार, गुरु जम्भेश्वर विश्वविद्यालय, हिसार तथा चौधरी देवीलाल विश्वविद्यालय, सिरसा (हरियाणा)।
6. हरियाणा के सभी बोर्ड/निगम/सार्वजनिक उपक्रमों के सभी प्रबन्धक निदेशक।

दिनांक, चण्डीगढ़ : 16 अप्रैल, 2004

विषय : -- नेत्रहीन जागृति संघ की मांग -पूर्ण रूप से नेत्रहीन तथा आंशिक नेत्रहीन व्यक्तियों को अनुपात में नौकरी देने बारे।

महोदय,

मुझे निदेश हुआ है कि मैं आपका ध्यान सरकार द्वारा जारी की गई हिदायतें क्रमांक 22/96/96-3 जी०एस०।।।, दिनांक 14-10-97 की ओर दिलाऊं जिसमें विकलांग व्यक्तियों को नौकरियों में 3 प्रतिशत आरक्षण प्रदान किया गया है। अब सरकार ने विचारोपरान्त निर्णय लिया है कि पूर्णरूप से नेत्रहीन (totally blind) तथा आंशिक रूप से नेत्रहीन (low vision) व्यक्तियों के लिए आरक्षित पदों को 2:1 के अनुपात में भर लिया जाए। यह आरक्षण नेत्रहीनों के अपने कोटे में से ही दिया जाना है।

कृपया इन हिंदयतों की दृढ़ता से पालना की जाए।

भवदीय,

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/14/2004-3 जी०एस० ।।।

दिनांक : 16-4-2004

इसकी एक-एक प्रति निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की गई है :--

1. सचिव, हरियाणा लोक सेवा आयोग, चण्डीगढ़।

2. सचिव, हरियाणा कर्मचारी चयन आयोग, चण्डीगढ़।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

इसकी एक-एक प्रति हरियाणा सरकार के सभी वित्तायुक्तों एवं प्रधान सचिवों तथा सभी प्रशासकीय सचिवों को सूचनार्थ हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी वित्तायुक्त एवं प्रधान सचिव तथा सभी प्रशासकीय सचिव,
हरियाणा सरकार।

अशा: क्रमांक 22/14/2004-3 जी. एस. III दिनांक, 16-4-2004.

इसकी एक-एक प्रति मुख्य मन्त्री के प्रधान सचिव/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्यमन्त्री के विशेष कार्याधिकारी को तथा मुख्यमन्त्री/मन्त्री राज्यमन्त्रियों के निजी सचिवों को मुख्यमन्त्री/मन्त्री/राज्य मन्त्री, हरियाणा के सूचनार्थ प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

मुख्य सचिव के प्रधान/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्यमन्त्री के विशेष कार्याधिकारी को तथा मुख्यमन्त्री/मन्त्री/राज्य मन्त्रियों के निजी सचिवों को मुख्यमन्त्री/मन्त्री/राज्य मन्त्री, हरियाणा।

अशा: क्रमांक 22/14/2004-3 जी. एस. III दिनांक: 16-4-2004.

पृ० क्रमांक 22/14/2004-3जी.एस. III

दिनांक: 16-4-2004

इसकी एक प्रति सदस्य सचिव, हरियाणा सार्वजनिक उपक्रम ब्यूरो को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की गई है। उन्हें आवश्यक कार्यवाही हेतु इन निर्देशों की एक-एक प्रति हरियाणा राज्य के सभी बोर्डों/निगमों को प्रेषित करने का आग्रह किया जाता है।

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव हरियाणा सरकार।

पृ० क्रमांक 22/14/2004-3जी.एस. III

दिनांक: 16-4-2004

इसकी एक-एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है :-

1. निदेशक, स्थानीय निकाय हरियाणा (उनसे अनुरोध है कि इन हिदायतों को राज्य के सभी नगरपालिकाओं/निगमों तथा परिषदों को भेज दिया जाए)।

हस्ता/-

उप सचिव, सामान्य प्रशासन,

कृते : मुख्य सचिव,

हरियाणा सरकार ।

इसकी एक-एक प्रति हरियाणा सिविल सचिवालय के सभी शाखा अधिकारियों/अधीक्षकों/उपाधीक्षकों तथा एफ०सी० कार्यालय को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

विशेष सचिव, हरियाणा सरकार,

कृते : मुख्य सचिव, हरियाणा सरकार ।

सेवा में

सभी शाखा अधिकारी/अधीक्षक/उप-अधीक्षक हरियाणा सिविल सचिवालय/एफ.सी. कार्यालय।

पृ० क्रमांक 22/14/2004-3जी०एस० III

दिनांक : 16-4-2004

No. 22/92/2005-3GSIII

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.
3. All Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana.

Dated Chandigarh, the December 22, 2005

Subject:- Reservation of posts for the Physically Handicapped persons in Group 'A' to 'D' posts under the services of Haryana State.

Sir,

I am directed to invite your attention to Haryana Government instructions issued vide letters No 24/1/90-3GSIII, dated 20.02.90 and No.22/96/96-3GSIII, dated 14.10.97 vide which 3% vertical reservation has been provided to Physically Handicapped persons in Groups 'A' to 'D' posts to be filled up by direct recruitment in all the departments barring the Police, Home Guards and Fire Services Departments.

2. The Social Justice and Empowerment Department has brought to the notice of the Government that despite concerted efforts, the various departments have failed to inform the Social Justice & Empowerment Department, which is a Coordinating Department for this purpose, of the vacancies position as well as schedule of interview and the list of the persons finally selected against these reserved posts.

3. With a view to coordinating this very important issue in the wake of directions of the Hon'ble Punjab and Haryana High Court in several writ petitions, it has been decided by the State Government that a nominee of the Commissioner and Secretary to Government Haryana, Social Justice & Empowerment Department be also included, in the selection committee(s) constituted for selection to the posts meant for the Physically Handicapped categories which are conducted by the Department/Board/Corporation. Where requisitions for such posts have been sent to the Haryana Public Service Commission/Haryana Staff Selection Commission, the procedure as laid down by the respective Commission shall continue. .

These instructions be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/Commissioners and Secretaries to Government Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners and Principal Secretaries/Commissioners and Secretaries to Government Haryana

U.O.NO. 22/92/2005-3GSIII

Dated Chandigarh, the December 22, 2005

Ednst.No. 22/92/2005-3GSIII

Dated 'Chandigarh, the December 22, 2005

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh with the request to bring these instructions to the notice of all the Boards/Corporations and Public. Undertakings for information/necessary action and strict compliance.

Sd/-

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

No. 22/8/2006-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All the Head of Departments,
Commissioners, Ambala, Rohtak, Gurgaon &
Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State.

Dated Chandigarh, the 22-10-2007

Subject:- Reservation to the physically handicapped persons in direct recruitment to Government jobs.

Sir,

I am directed to refer to Haryana Govt. letter No. 22/36/1995-3GS-III dated 20.7.1995, letter No. 22/96/96-3GS-III dated 14.10.1997 and letter of even No. dated 17.8.1998 on the subject noted above which inter alia provide 3% vertical reservation (1% for blindness or low vision, 1% for hearing impairment and 1% for locomotor disability or cerebral palsy persons) in direct recruitment of Class-III and IV posts meant for Physically Handicapped (orthopedically handicapped, deaf and dumb and blind) persons. It was also clarified that where in any recruitment year any vacancy under Section 33 of this Act, cannot be filled up due to non-availability of a suitable person with disability or for any other sufficient reason, such vacancy shall be carried forward in the succeeding recruitment year and if in the succeeding recruitment year also suitable person with disability is not available, it may first be filled by interchange among the three categories and only when there is no person with disability available for the post in that year, the employer shall fill up the vacancy by appointment of person, other than a person with disability; Provided that if the nature of vacancies in an establishment is such that a given category of person cannot be employed the vacancies may be inter changed among the three categories with the prior approval of the appropriate Government.

2. On further consideration of the matter in the light of provisions of the Persons with Disabilities (Equal Opportunities, Protection of Rights, and Full Participation) Act 1995 it has been decided that the instructions in question shall also be applicable in direct recruitment of handicapped persons to Group A & B posts/services under the State Government.

These instructions may be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully

Sd/-

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

A copy is forwarded to all the Financial Commissioners & Principal Secretaries/ Commissioners and Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners & Principal Secretaries/
Commissioners and Secretaries to Govt. Haryana.

U.O.No. 22/8/2006-3GS-III

Dated Chandigarh, the 22-10-2007

Endst.No. 22/8/2006-3GS-III

Dated Chandigarh, the 22-10-2007

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh for information and necessary action.

Sd/-

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

Endst.No. 22/8/2006-3GS-III

Dated Chandigarh, the 22-10-2007

A copy is forwarded to all the Managing Directors/Heads of various Boards and Corporations in Haryana for information and necessary action.

Sd/-

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

Endst.No. 22/8/2006-3GS-III

Dated Chandigarh, the 22-10-2007

A copy is forwarded to the Secretary, Haryana Public Service Public Commission, Chandigarh for information and necessary action.

Sd/-

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

Endst.No. 22/8/2006-3GS-III

Dated Chandigarh, the 22-10-2007

A copy is forwarded to the Secretary, Haryana Staff Selection Commission, Panchkula for information and necessary action.

Sd/-

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

CHAPTER-VI

**(INSTRUCTIONS ON EX-SERVICEMEN
AND OUTSTANDING SPORTS PERSONS)**

प्रतिलिपि क्रमांक 1884-4 जी०एस०-II-81/10051, दिनांक 15 मई, 1971 जो मुख्य सचिव, हरियाणा सरकार की ओर से सभी विभागाध्यक्षों आदि को सम्बोधित है।

विषय : भूतपूर्व सैनिकों की सिविल सेवा में पुर्नस्थापन तथा उनके लिए पदों को आरक्षण करना।

मुझे निदेश हुआ है कि हरियाणा सरकार के परिपत्र नं० 5948-6जी०एस०-II-67/6942, दिनांक 25-3-1968 उपरोक्त विषय का हवाला दूं और कहूं कि अब सरकार ने यह निर्णय किया है कि जो भूतपूर्व सैनिक दूसरी श्रेणी में आते हैं जिनके लिए अलग से आरक्षण है जैसे अनुसूचित जातियां, अनुसूचित कबीले आदि, नियुक्ति होने पर, उनकी श्रेणी में आरक्षित कोटे के पदों के प्रति गिना जाना चाहिए, भूतपूर्व सैनिकों के आरक्षित कोटे में नहीं। दूसरे शब्दों में ऐसी नियुक्तियों का उन आरक्षण पदों पर कोई प्रभाव नहीं होगा जो भूतपूर्व सैनिकों के लिए आरक्षित हैं और इनका अनुसूचित जातियों आदि के कोटे में ही समायोजित किया जाएगा।

2. यह प्रार्थना की जाती है कि इन अनुदेशों की ध्यानपूर्वक अनुपालना की जाए और इस पत्र की पावती भेजने की कृपा करें।

**Form of register to be maintained to give effect to the roster for reservation of posts for
Scheduled Castes/Backward Classes**

314

Grade of groups of posts _____

Permanent/Temporary _____

Reservations brought
forward from previous
year

Particular of recruitment made.

Sch. Castes	Bak- ward Classes	Dt. of recruit- ment	Roster and points No.	Whether General or res- erved for S.C./ B.C. acco- rding to roster.	Name of the person appointed and date of appoi- ntment.	Whether S.C./ B.C. if not Say 'Neither'.	Reservation carried forward		Signature of appoi- nting authority other authorised officer.	Remarks
							Sche- duled Castes.	Backward Classes.		
1	2	3	4	5	6	7	8	9	10	11

प्रतिलिपि क्रमांक 8408-4 जी०एस०-II-72/1153, दिनांक 12 जनवरी, 1973 जो मुख्य सचिव, हरियाणा सरकार की ओर से सभी विभागाध्यक्षों आदि को प्रेषित है।

विषय:- भूतपूर्व सैनिकों को सिविल पदों में पुर्नस्थापन तथा उसके लिए पदों का आरक्षण करना।

मुझे निदेश हुआ है कि मैं आपका ध्यान उपर्युक्त विषय पर हरियाणा सरकार के परिपत्र क्रमांक 1884-4 जी०एस०-II-71/10051, दिनांक 15/18-5-1971 की ओर आकर्षित करूँ जिसमें दूसरी बातों के साथ-साथ यह उपबन्ध किया गया है कि जो भूतपूर्व सैनिक ऐसी दूसरी श्रेणी में आते हैं, जिनके लिए अलग से आरक्षण है, जैसे अनुसूचित जातियाँ, अनुसूचित कबीले आदि, उन्हें नियुक्ति पर उस दूसरी श्रेणी के आरक्षित कोटे के पदों के प्रति गिना जाना चाहिए, भूतपूर्व सैनिकों के आरक्षित कोटे में नहीं।

2. इस प्रश्न पर पुनर्विचार कर यह निर्णय लिया गया है कि भविष्य में ऐसे भूतपूर्व सैनिकों को जो किसी ऐसी श्रेणी से सम्बन्ध रखते हैं, जिसके लिए अलग से आरक्षण है, तो उन्हें या तो भूतपूर्व सैनिक समझा जाएगा या उस श्रेणी से सम्बन्धित समझा जाएगा जिसके लिए अलग से आरक्षण है जो भी उसके लिए अधिक लाभदायक होगा और इस अनुसार ही उन्हें आरक्षण तथा अन्य फायदे दिए जाने हैं।

Copy of letter No. 22/66/80-3GSIII dated 18th July, 1981, from the Secretary to Government Haryana, to all Heads of Departments in Haryana, Commissioners, Ambala and Hisar Division, All Deputy Commissioners, Sub-Divisional Officers(c) in Haryana and the Registrar Punjab and Haryana High Court, Chandigarh.

Subject : — **Concessions/benefits to Ex-Servicemen belonging to Scheduled Castes etc. in services.**

Sir,

I am directed to refer to Haryana Government letter No. 8408-4 GSII-72/1153, dated 12th January, 1973 on the above cited subject and to say that according to the instructions contained therein an ex-servicemen belonging to any other category for which also there is reservation in services/posts should be treated either as ex-servicemen or one belonging to any other category for which also reservation has been provided, (whichever is more beneficial) and he should be given reservation and other benefits accordingly.

2. The matter has been examined further and it has been decided that it would be appropriate to count the selection and appointment of an ex-servicemen who is also S.C./BC. Against the quota of the choice of the appointing authority. He will however, be so entitled to the benefits given subsequently to both ex-servicemen and SC/BC personnel.

3. These instructions may be brought to the notice of all concerned for compliance.

Sd/-

Statistical Officer,
for Director, Welfare of Scheduled Castes &
Backward Classes Deptt., Haryana, Chd.

तत्काल**पत्रांक 22/91-81-3 जी0एस0III**

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में,

1. हरियाणा राज्य के सभी विभागाध्यक्ष,
आयुक्त अम्बाला व हिसार मण्डल, राज्य के सभी उपायुक्त तथा
उप-मण्डल अधिकारी (नागरिक)
2. रजिस्ट्रार, पंजाब व हरियाणा उच्च न्यायालय, चण्डीगढ़।

दिनांक चण्डीगढ़ 12 जनवरी, 1982

विषय : भूतपूर्व सैनिकों के लिए रोजगार।

महोदय,

मुझे आपका ध्यान उपर्युक्त विषय की ओर आकर्षित कराते हुए यह कहने का निर्देश हुआ है कि सरकार के ध्यान में यह लाया गया है कि भूतपूर्व सैनिकों की श्रेणी-III तथा IV के पदों पर सीधी भर्ती द्वारा नियुक्ति के लिए राज्य सरकार द्वारा निर्धारित 17 प्रतिशत के आरक्षित कोटे का पूरी तरह उपयोग (Utilise) नहीं किया जा रहा है। सरकार इस मामले को बहुत गंभीर समझती है। अतः यह निर्णय किया गया है कि भविष्य में आप अपने अधीन विभागों/सरकारी व अर्द्ध सरकारी एजेंसियों में भर्ती के समय भूतपूर्व सैनिकों की नौकरियों में in-take को और अधिक बढ़ाएं ताकि उनके लिए श्रेणी III व IV में सीधी भर्ती में आरक्षित 17 प्रतिशत के कोटे का पूर्ण उपयोग हो सके।

भवदीय,
संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

पृष्ठांकन क्रमांक 22/91/81-3 जी0एस0 III, दिनांक चण्डीगढ़ 12 जनवरी, 1982

एक प्रति हरियाणा राज्य के सभी निगमों/बोर्डों के प्रबन्धक-निदेशकों/सचिवों को इस अनुरोध के साथ भेजी जाती है कि भर्ती करते समय वे भूतपूर्व सैनिकों के लिए सरकार की आरक्षण नीति का ध्यान रखें तथा यह सुनिश्चित करें कि नौकरियों में भूतपूर्व सैनिकों की इन-टेक निर्धारित प्रतिशतता तक पूरी की जाए।

हस्ता/-
संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

उपर्युक्त की एक प्रति हरियाणा राज्य के सभी प्रशासकीय सचिवों को सूचना तथा आवश्यक कार्यवाही हेतु भेजी जाती है।

हस्ता /—

संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में,

हरियाणा राज्य के सभी प्रशासकीय सचिव।

अशा० स० क्र० 22/91/81-3 जी०एस० III

दिनांक 12-1-82

No. 22/66/80-3GS-III

From

The Chief Secretary to Govt., Haryana.

To

- 1 All the Heads of Departments in Haryana, Commissioners Hissar and Ambala Divisions. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana; and
- 2 The Registrar,
Punjab and Haryana High Court,
Chandigarh.

Dated, Chandigarh, the 18th July, 1984.

Subject :— **Concessions/benefits to Ex-servicemen belonging to Scheduled Castes etc. in services.**

Sir,

I am directed to refer to the Haryana Government letter No. 8408-4GS-II-72/1153, dated 12th January, 1973 on the above cited subject and to say that according to the instructions contained therein in an ex-servicemen belonging to any other category for which also there is reservation in services/posts should be treated either as ex-serviceman or one belonging to any other category for which also reservation has been provided, (whichever is more beneficial) and he should be given reservation and other benefits accordingly.

2. The matter has been examined further and it has been decided that it would be appropriate to count the selection and appointment of an ex-serviceman who is also SC/BC, against the quota of the choice of the appointing authority. He will, however be entitled to the benefits given subsequently to both ex-servicemen and SC/BC personnel.
3. These instructions may be brought to the notice of all concerned for compliance.

Yours faithfully,

Sd/

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

क्रमांक 12/44/84-2 जी०एस०-II

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागध्यक्ष, अम्बाला तथा हिसार मंडलों के आयुक्त,
सभी उपायुक्त एवं उप मंडल अधिकारी (सिविल) हरियाणा।
2. रजिस्ट्रार, पंजाब तथा हरियाणा हाई कोर्ट, चण्डीगढ़।

दिनांक, चण्डीगढ़ 10 अगस्त, 1984

विषय : राज्य में भूतपूर्व सैनिकों के लिए श्रेणी III तथा IV पदों में आरक्षण समय।

महोदय,

मुझे निर्देश हुआ है कि मैं उपर्युक्त विषय पर आपका ध्यान हरियाणा सरकार के पत्र क्रमांक 12/51/79-जी०एस० II, दिनांक 25-11-79 की ओर दिलाऊँ और कहूँ कि हरियाणा सरकार ने श्रेणी III तथा IV के पदों में भूतपूर्व सैनिकों के लिए आरक्षण की अवधि पांच वर्ष आगे, अर्थात् 30 जून, 1989 तक बढ़ाने का निर्णय लिया है। अतः सभी विभागों में श्रेणी III तथा IV के पदों को सरकार के आदेशानुसार भरने हेतु 30 जून 1989 तक आरक्षण जारी रहेगा।

2. कृपया इस पत्र की पावती भेजें।

भवदीय,

हस्ता०/-

अवर सचिव सामान्य प्रशासन,

कृते: मुख्य सचिव, हरियाणा सरकार।

एक-एक प्रति निम्नलिखित को सूचना तथा आवश्यक कार्यवाही हेतु भेजी जाती है :

1. सभी वित्तायुक्त, हरियाणा।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

हस्ता०/-

अवर सचिव सामान्य प्रशासन,

कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी वित्तायुक्त, हरियाणा।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

अशा० क्रमांक 12/44/84-जी०एस०-II

दिनांक 10-8-84

पत्र क्रमांक 12/44/84-4 जी.एस. II

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्ष, अम्बाला, हिसार, गुड़गांव तथा रोहतक के आयुक्त, सभी उपायुक्त एवं उप-मण्डल अधिकारी (सिविल) हरियाणा।
2. रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय, चण्डीगढ़।

दिनांक : 5 जनवरी, 1995

विषय :-- राज्य में भूतपूर्व सैनिकों के लिए श्रेणी-III तथा श्रेणी-IV के पदों में आरक्षण अवधि।

महोदय,

मुझे निर्देश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान हरियाणा सरकार के पत्र क्रमांक 12/44/84-2 जी.एस.-II दिनांक 8 जनवरी, 1990 की ओर दिलाऊँ और कहूँ कि हरियाणा सरकार ने श्रेणी-III तथा श्रेणी-IV से पदों में भूतपूर्व सैनिकों के लिए आरक्षण की अवधि दिनांक 30 जून, 1994 से आगे पांच वर्ष तक अर्थात् दिनांक 30 जून, 1999 तक बढ़ाने का निर्णय लिया है। अतः सभी विभागों में श्रेणी-III व श्रेणी-IV के पदों की सरकार के आदेशानुसार भरने हेतु दिनांक 30 जून, 1999 तक आरक्षण जारी रहेगा।

2. कृपया इस पत्र की पावती भेजें।

भवदीय,
आर० डी० गुगनानी
अवर सचिव, सामान्य सेवाएं,
कृते : मुख्य सचिव, हरियाणा सरकार।

No. 22/79/95-3 GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments.
2. Commissioners Ambala/Hisar/Rohtak & Gurgaon Division.
3. All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
4. The Registrar, Punjab & Haryana High Court.

Dated Chandigarh, the 12th June, 1997.

Subject :— Enhancement of reservation quota of ex-servicemen in direct recruitment to the Class-III & IV posts.

Sir,

I am directed to invite your attention to Haryana Government instructions issued vide No/. 22/ 36/95-3GS-III, dated 20-7-95 vide which 10% Horizontal reservation for ex-servicemen was given in direct recruitment to Class III & IV posts which is adjusted as under :—

<u>Sr. No.</u>	<u>Category</u>	<u>Percentage of reservation</u>
1.	In Block 'A' of Backward Classes	3%
2.	In Block 'B' of Backward Classes	3%
3.	In General Category	4%

2. This matter has further been considered and after careful consideration the State Government has now decided to increase the present horizontal quota of reservation of posts for ex-servicemen from 10% to 15%. This 15% quota shall be adjusted as under :—

<u>Sr. No.</u>	<u>Category</u>	<u>Percentage of reservation</u>
1.	In Block 'A' of Backward Classes	3%
2.	In Block 'B' of Backward Classes	3%
3.	In General Category	4%
4.	Scheduled Castes	5%

3. The roster points 20, 40, 60, 80 and 100 meant for Scheduled Castes will be filled from the ex-servicemen belonging to Scheduled Castes. The roster points for ex-servicemen belonging to Backward Classes Block A & B and General Category will remain the same.

4. These instructions may kindly be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/79/95- 3GS-III

From

The Chief Secretary to Govt. Haryana.

To

1. All Heads of Departments,
Commissioners, Ambala, Hisar, Gurgaon &
Rohtak Divisions.
2. The Registrar,
Punjab & Haryana High Court,
Chandigarh.

Dated Chandigarh, the 25-9-1998.

Subject :— Filling up the vacant posts reserved for Ex-servicemen.

Sir,

I am directed to refer to Government instructions issued *vide* letter NO. 22/36/95-3GS-III, dated 20-7-1995 and No. 22/79/95-3GS-III dated 12-6-1997 on the subject noted above and to say that it has been brought to the notice of Government that above instructions are not being followed meticulously and serious efforts are not being made to fill up the vacancies reserved for the Ex-servicemen and the posts are being given to general category candidates, as a result of which backlog of ex-servicemen remains unfilled. It is therefore, again stressed that the posts reserved for the Ex-servicemen be identified by all the Departments/Boards/Corporations/Public Undertaking and the shortfall of ex-servicemen be cleared through a special recruitment drive.

2. It has also been decided that in future at the time of recruitment/interview for the posts reserved for Ex-servicemen, the Departments/Recruiting Agencies in the State should invite the representatives from the Rajya Sainik Board, Haryana to assist them, as an expert in the matter so that they can watch the interests of ex-servicemen.

3. These instructions may be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

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

No. 22/19/99-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All the Heads of Departments in Haryana State.
2. The Commissioners, Ambala, Hisar, Rohtak & Gurgaon Divisions.
3. The Registrar, Punjab & Haryana High Court, Chandigarh.
4. All the Deputy Commissioners and Sub-Divisional Officers (Civil) in the State of Haryana.

Dated : Chandigarh, the 14.07.2000.

Subject :— Enhancement of reservation quota of Ex-Servicemen in direct recruitment to the Class-III and IV posts.

Sir,

I am directed to invite your attention to Haryana Govt. instructions issued vide No. 22/79/95-3GS-III, dated 12.6.97 vide which the horizontal reservation for ESM was enhanced from 10% to 15% in direct recruitment to class-III and IV posts which was adjusted as under :—

<u>Sr.No.</u>	<u>Category</u>	<u>Percent of Reservation</u>
1.	In Block 'A' of Backward Classes	3%
2.	In Block 'B' of Backward Classes	3%
3.	In General Category	4%
4.	Scheduled Castes	5%

This matter has further been considered after careful consideration, the State Government has now decided to modify the present horizontal quota of reservation of posts of Ex-Servicemen. The modified 15% horizontal quota will be adjusted as under :—

<u>Sr.No.</u>	<u>Category</u>	<u>Percentage of Reservation</u>
1.	S.C. 'A'	1%
2.	S.C. 'B'	1%
3.	B.C. 'A'	2%
4.	B.C. 'B'	3%
5.	General Category	8%

15%

2. In the light of the revised quantum of reservation in respect of Class-III and Class-IV in direct recruitment quota posts, the roster points for reservation for different categories in a block of 100 posts in each cadre would now be as follows :—

SCHEDULED CASTES (A & B) 1 % each

20, 60

BACKWARD CLASSES

BLOCK 'A' 2 %

19, 44

BLOCK 'B' 3 %

27, 54, 81

GENERAL CATEGORY 8 %

8, 16, 37, 52, 64, 73, 84, 91

3. These instructions may kindly be brought to the notice of all concerned working under you for strict compliance.

Yours faithfully,

Sd/-

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

A copy each is forwarded to :—

1. All Financial Commissioners to Govt. Haryana.
2. All Administrative Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

1. All the Financial Commissioners to Govt. Haryana.
2. All the Administrative Secretaries to Govt. Haryana.

U.O. No. 22/19/99-3GS-III

Dated Chandigarh, the 14.7.2000.

Endst. No. 22/19/99-3GS-III

Dated Chandigarh, the 14.7.2000.

A copy each is forwarded to the Secretary, Haryana Public Service Commission, Chandigarh and Secretary, Haryana Staff Selection Commission, Chandigarh for information and necessary action.

Sd/-

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

No. 22/15/92-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All the Heads of Departments.
2. The Commissioners, Ambala, Hisar, Rohtak & Gurgaon Divisions.
3. The Registrar, Punjab & Haryana High Court, Chandigarh.
4. All Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana State.

Dated : Chandigarh, the 26.07.2001.

Subject :— Reservation of jobs for outstanding sports persons in Group 'C' and 'D' in direct recruitment.

Sir,

I am directed to refer to Haryana Govt. letter No. 22/36/95-3GS-III dated 20.7.95 and letter No. 22/19/99-3GS-III, dated 14.7.2000, on the subject noted above, vide which the horizontal reservation for E.S.M. was originally provided at the ratio of 10% and subsequently enhanced to 15% in direct recruitment to Class-III and IV posts.

2. The matter regarding reservation for outstanding sports persons in Govt. service had been under consideration of the State Govt. for some time and it has been decided to provide 3% horizontal reservation in direct recruitment in Govt. jobs in Group 'C' & 'D'. By doing this the total horizontal reservation will increase from 15% to 17%. Revised horizontal reservation for E.S.M. as well as the outstanding sports persons will be adjusted as under :—

<u>Sr.No.</u>	<u>Category</u>	<u>Percent of Reservation</u>
1.	S.C. 'A'	1% for E.S.M.
2.	S.C. 'B'	1% for E.S.M.
3.	B.C. 'A'	2% for E.S.M.
4.	B.C. 'B'	3% for E.S.M.
5.	General Category	7% for E.S.M.
6.	S.C. (A&B)	1% by rotation for outstanding sports persons of A&B category of S.C.

- | | | |
|----|------------------|---|
| 7. | B.C. (A&B) | 1% by rotation for outstanding sports persons of A&B category of B.C. |
| 8. | General Category | 1% for general category of outstanding sports persons. |

3. In view of 3% horizontal reservation in direct recruitment to the outstanding sports persons in Group 'C' & 'D' posts, the roster points for reservation from different categories in a block of 100 posts in each cadre would now be as follows :—

I. Scheduled Castes (A&B)—1% by rotation

The roster point 25 should be given to Scheduled Castes category of outstanding sports persons by rotation i.e. in a block of 100 roster points only 1% will be given to S.C. category.

II. Backward Classes (A&B)—1% by rotation

In a block of 100 posts, the roster point No. 32 will be given to block 'A' of B.C. category of outstanding sports persons. Similarly in a block of next 100 posts, the roster point No. 63 will be given to B.C. 'B' category of outstanding sports persons by rotation.

III. General Category—1%

Roster point No. 91 meant for E.S.M. of General Category, now will be given to outstanding sports persons of general category.

These instructions may kindly be brought to the notice of all concerned working under you for compliance.

Yours faithfully,

Sd/-

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

A copy each is forwarded to :—

1. All Financial Commissioners to Govt. Haryana.
2. All the Administrative Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

1. All the Financial Commissioners to Govt. Haryana.
2. All the Administrative Secretaries to Govt. Haryana.

U.O. No. 22/15/92-3GS-III

Dated Chandigarh, the 26.7.2001.

No. 22/15/1992-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All the Financial Commissioners & Principal Secretaries and Commissioners & Secretaries to Government Haryana.
2. All Heads of Departments,
3. The Registrar,
Punjab & Haryana High Court, Chandigarh.
4. The Commissioners, Ambala, Hisar, Gurgaon and Rohtak Divisions.
5. All the Deputy Commissioners of the State.
6. All CAs/MDs of Boards/Corporations/Public Sector Undertakings.

Dated Chandigarh, the 7.10.2008

Subject:- Reservation of jobs for Outstanding Sports Persons in Group 'C' and 'D' in direct recruitment.

Sir,

I am directed to refer to Haryana Govt. letter No. 22/15/1992-3GS-III dated 26.7.2001 on the subject noted above *vide* which 3% horizontal reservation was provided for 'Outstanding Sports Persons' in General Category, Scheduled Castes and Backward Classes Candidates (i.e 1% each category) to Group 'C' and 'D' in direct recruitment. Some Departments have sought clarification that in case, suitable candidates of 'Outstanding Sports Persons' are not available in a particular category, from which category the post will be filled up.

2. The matter has been considered by the State Government and it is clarified that if suitable candidate of 'Outstanding Sports Persons' is not available in a particular category, then the vacancy will be filled up from amongst the same category. For example if suitable candidate belonging to General Category of Outstanding Sports Person category is not available, then the post can be filled up from amongst the candidates of General Category like wise in the other categories.

3. These instructions should be brought to the notice of all concerned for strict compliance.

Yours faithfully

Sd/-

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

CHAPTER-VII

**(INSTRUCTIONS ON ECONOMICALLY
BACKWARD CLASSES)**

No. 38/14/78-3 GS-I

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala and Hissar Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 9th February, 1979.

**Subject : Facilities granted to persons belonging to the economically backward classes-
Raising of the annual income limit.**

Sir,

I am directed to refer to the composite Punjab Government letters No. 6961-WG-83/62397, dated 21-8-1953 and 2662-5 WG-II-63/6934, dated the 20th April, 1963 on the subject noted above, *vide* which the following two facilities were given to the economically backward classes whose family income from all sources was less than Rs. 1,000/-.

- (i) Relaxation of five years in the maximum age limit for entry into Government Service;
 - (ii) Exemption upto 75 % in the fees for examinations to be conducted by the Haryana Public Service Commission/Subordinate Services Selection Board.
2. The State Government has been considering the question of raising this income limit for some time past, and it has now been decided to raise the family income limit from Rs. 1000/- to Rs. 3600/- per annum for the above two concessions admissible to the persons belonging to the economically backward classes.
 3. The above instructions may be deemed to have been modified to this extent; these will be applicable from the date of issue of this letter.
 4. These instructions should be brought to the notice of all concerned working under you for their information, guidance and compliance.
 5. Receipt of this communication may please be acknowledged.

Yours faithfully,

Sd/-

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

A copy each is forwarded to the:—

- (i) Financial Commissioner. Revenue, Haryana.
- (ii) All Administrative Secretaries to Government, Haryana.

for information and necessary action.

Sd/-

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

To

- 1. The Financial Commissioner Revenue, Haryana.
- 2. All Administrative Secretaries to Government, Haryana.

U.O. No. 38/14/78-3 GS-I

dated Chandigarh, the 9th February, 1979.

No. 38/14/78-3 GS-III

From

The Chief Secretary to Government, Haryana.

To

All Sub Divisional Officers (Civil) in Haryana State.

Dated Chandigarh, the 10th April, 1996.

Subject :— **Facilities granted to persons belonging to the economically backward classes-Raising of annual income limit.**

Sir,

I am directed to invite your attention to Government's instructions issued vide letter No. 38/14/78-3 GS-I, dated 9-2-79 on the subject cited above and to say that it has come to the notice of Government that the economically backward certificate are not being issued to the eligible persons of economically backward classes. I am, therefore, to request you kindly to issue the requisite certificate to the eligible persons.

Yours's faithfully,

Sd/-

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

CHAPTER-VIII

(INSTRUCTIONS ON FREEDOM FIGHTERS)

Copy of letter No. 22/10/83-3GSIII dated 26th July, 1983, from the Chief Secretary to Govt., Haryana, to all Heads of Departments in Haryana Commissioners, Ambala and Hisar Division, all Deputy Commissioners and Sub-Divisional Officers (C) in Haryana. The Registrar Punjab and Haryana High Court, Chandigarh.

Sir,

In continuation of Haryana Govt. letter No. 24/17/80-3GSIII, dated 16-12-80 regarding reservation of posts for the Physically Handicapped persons in Haryana, I am directed to say that the State Government has further decided to reserved 2% posts in class I, II, III, IV, posts in direct recruitment for the children and grand children of Freedom Fighters subject to the condition that these 2% posts will be available for Freedom Fighters and their children and grand children only if the quota reserved for Ex-servicemen, remains, unfilled due to non availability of suitable Ex-servicemen, or their dependents. This benefit will available to all grand children i.e. sons and daughters of sons and daughters (paternal as well as maternal) of the Freedom Fighters.

2. These instructions may be brought to the notice of all concerned for compliance.

WELFARE DEPARTMENT HARYANA

Endst. No. EC—3/04/15309-22

Dated Chandigarh, the 8-8-84

A copy forwarded to the following for information and necessary action.

1. Deputy Director (P) Head Office.
2. All District Welfare Officer, in Haryana State.
3. Principal, Pre-Examination Training Centres Ambala, Rohtak and Bhiwani.

Sd/-
Statistical Officer,
for Director, Welfare of Sch. Castes and
Backward Classes Department, Haryana.

No. 22/20/83-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments in Haryana, Commissioners, Ambala and Hissar Divisions, all Deputy Commissioners and S. D.Os. (Civil) in Haryana.
2. The Registrar,
Punjab and Haryana High Court,
Chandigarh.

Dated, Chandigarh, the 26th July, 1984.

Subject :— Reservation of posts for the children of Freedom Fighters in Haryana State.

Sir,

In continuation of Haryana Government letter No. 24/17/80- 3GS-III, dated 16-12-80 regarding reservation of posts for the Physically Handicapped persons in Haryana. I am directed to say that the State Government has further decided to reserve 2% posts in Class I, II, III and IV posts in direct recruitment for the Children and Grand Children of Freedom Fighters subject to the condition that these 2% posts will be available for Freedom Fighters and their children and grand children, only if the quota reserved for Ex-servicemen, remains unfilled due to non-availability of suitable Ex-servicemen, or their dependents. This benefit will be available to all grand children *i.e.* sons and daughters of (paternal as well as -maternal) of the freedom fighters.

2. These instructions may be brought to the notice of all concerned for compliance.

Yours faithfully

Sd/-

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

A copy each is forwarded to all the Financial Commissioners, Commissioners and Administrative Secretaries to Government, Haryana for information and necessary action.

2. These instructions may be brought to the notice of all concerned working under their control for information and compliance.

Sd/-

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

To

All the Financial Commissioners & Administrative Secretaries to Govt., Haryana.
U.O. No. 22/20/83-3GS-III, dated, Chandigarh, the 26th July, 1984.

No. 22/20/83-3 GS III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments in Haryana, Commissioners, Ambala and Hisar Divisions, All Deputy Commissioners, and Sub-Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 26th November, 1985.

Subject :— Extension of concession of reservation in direct appointments of freedom fighters and their children/grand children.

Sir,

I am directed to invite your attention to the Haryana Govt. letter No. 22/20/83-3GSIII, dated the 26th July, 1984 on the subject noted above wherein it was decided to reserve 2% posts in Class I, II, III and IV posts in direct recruitment for the children and grand children of freedom fighters subject to the condition that these 2% posts will be available for freedom fighters and their children and grandchildren only if the quota reserved for ex-servicemen remains unfilled due to non-availability of suitable Ex-servicemen or their dependents and to say that the question of extension of this facility of reservation of posts upto 2% for children and grand children of the Freedom Fighters provided such posts remain unfilled in direct recruitment reserved for Backward Classes had been engaging attention of the Government from some time past. After careful consideration it has been decided to extend further the reservation in services in direct recruitment in Class I, II, III and IV to the extent of 2% for the freedom fighters and their children/grand children subject to the condition that this 2% reservation will be available only if quota reserved for Ex-servicemen or Backward Classes remains unfilled to that extent due to non-availability of suitable Ex-servicemen or their dependents or non-availability of suitable candidates from Backward Classes. Over all reservation either from the unfilled vacancies of Ex-servicemen or from the Backward Classes for Freedom Fighters/their children/grand children will remain limited to 2% only. This benefit will be available to all grand children i.e. sons and daughters of sons and daughters (paternal as well as maternal) of the Freedom Fighters.

2. These instructions may be brought to the notice of all concerned for compliance.

Yours faithfully,

Sd/-

Under Secretary General Administration,
for Chief Secretary to Government, Haryana,

CHAPTER-IX
(INSTRUCTIONS ON CASTES/DOMICILE
CERTIFICATES)

क्रमांक 1680-2 जी.एस.-1-77/14342

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सचिव,
लोक सेवा आयोग, हरियाणा, चण्डीगढ़।
2. सचिव,
अधीन सेवा प्रवरण मण्डल हरियाणा, चण्डीगढ़।

दिनांक चण्डीगढ़ 8 जून, 1977.

विषय :- अनुसूचित जातियों/आदिम जातियों एवं पिछड़े वर्गों से सम्बन्धित उम्मीदवारों के दावों का सत्यापन-जाति प्रमाण पत्र जारी करने के बारे में।

महोदय,

मुझे निदेश हुआ है कि आपका ध्यान हरियाणा सरकार के पत्र क्रमांक 6627-सक-1-72/17327, दिनांक 5-10-1972 (प्रति संलग्न है), में जारी की गई हिदायतों की ओर दिलाऊँ तथा यह कहूँ कि भविष्य में किसी उम्मीदवार द्वारा अनुसूचित जाति/आदिम जाति एवं पिछड़े वर्ग का होने के बारे में एम.पी./एम.एल.ए./राजपत्रित अधिकारी/ओथ-कमिशनर से प्राप्त प्रमाण पत्र को प्रथम श्रेणी मैजिस्ट्रेट अथवा जी.ए.टू डी. सी. द्वारा तभी सत्यापित किया जाए, जब सम्बन्धित व्यक्ति के रिहायशी इलाके से सम्बन्धित राजस्व अधिकारी द्वारा इस तथ्य की तसदीक कर दी गई हो।

भवदीय,

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

क्रमांक 1680-2 जी. एस. 1-77/14343

दिनांक चण्डीगढ़ 8 जून, 1977

एक प्रति सूचना तथा मार्ग दर्शन के लिए हरियाणा सरकार के पृ० क्रमांक 6627-सक-1-72/17330-दिनांक 5-10-72 के सिलसिले में निम्नलिखित को भेजी जाती है :—

1. सभी विभागाध्यक्ष, आयुक्त अम्बाला तथा हिसार मण्डल तथा हरियाणा के सभी उपायुक्त तथा सभी उप-मण्डल अधिकारी।
2. रजिस्ट्रार, पंजाब तथा हरियाणा हाई कोर्ट तथा हरियाणा के सभी जिला तथा सत्र न्यायाधीश।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

एक प्रति सूचना के लिए निम्नलिखित को भेजी जाती है :—

1. वित्तियुक्त, राजस्व हरियाणा सरकार।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. वित्तियुक्त, राजस्व हरियाणा सरकार।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

अशा.: क्रमांक 1680-2-जी. एस.-1-77,

दिनांक चण्डीगढ़ 8 जून, 1977

पत्रांक 22/67/81-3 जी एस-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्ष, आयुक्त, अम्बाला व हिसार मण्डल तथा हरियाणा के सभी उपायुक्त तथा सभी उप-मण्डल अधिकारी (नागरिक)
2. रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय तथा हरियाणा के सभी जिला तथा सत्र न्यायाधीश।

दिनांक : चण्डीगढ़ 3 मई, 1982

विषय :- अनुसूचित जाति से सम्बन्धित प्रमाण पत्र जारी करते समय “हरिजन” शब्द का प्रयोग करना।

महोदय,

मुझे निदेश हुआ कि मैं आपका ध्यान हरियाणा सरकार के परिपत्र क्रमांक 6627-सक-1-72/17327, दिनांक 5-10-1972 (प्रति संलग्न है) की ओर दिलाऊँ और यह कहूँ कि संदर्भित पत्र में अनुसूचित जाति/कबीले/पिछड़े वर्ग के उम्मीदवारों को दिये जाने वाले प्रमाण पत्र के प्रोफार्मे में brackets के अन्दर उस व्यक्ति (जिसे प्रमाण पत्र दिया जाये) की जाति लिखने के लिए जो रिक्त स्थान निर्धारित है, उसमें उस व्यक्ति की जाति लिखनी होती है जिससे वह सम्बन्धित हो।

2. सरकार के ध्यान में यह बात लाई गई है कि कुछ अधिकारी, जिन्हें अनुसूचित जाति/अनुसूचित जनजाति प्रमाण पत्र जारी करने के लिए प्राधिकृत किया गया है, अनुसूचित जाति से सम्बन्धित व्यक्तियों को प्रमाण पत्र जारी करते समय निर्धारित प्रोफार्मे में जाति प्रदर्शित करने के रिक्त स्थान (within brackets) में “हरिजन” शब्द का प्रयोग कर रहे हैं जो कि संवैधानिक दृष्टि से भी उचित नहीं है क्योंकि ऐसी जातियों के लिए संविधान में “अनुसूचित जातियाँ”, यह शब्द प्रयुक्त हुआ है। इसके अतिरिक्त अनुसूचित जातियों से सम्बन्धित कुछ संस्थायें भी उक्त प्रमाण पत्र में, सम्बद्ध व्यक्ति की जाति दिखाने के लिए, “हरिजन” शब्द के प्रयोग पर आपत्ति कर रही हैं। अतः आपसे अनुरोध है कि अनुसूचित जातियों से सम्बन्धित व्यक्तियों को प्रमाण पत्र देते समय, प्रमाण पत्र के निर्धारित प्रोफार्मे में जाति (belongs to the Caste) के आगे brackets के रिक्त स्थान के अन्दर, चमार, धानक, रामदासिया इत्यादि ऐसी जातियों का ही स्पष्ट उल्लेख किया जाये जिससे कि वह व्यक्ति सम्बन्धित है और जिनका उल्लेख ऐसी जातियों की अनुसूचि (Schedule) में भी भारत सरकार द्वारा किया गया है।

3. कृपया इन हिदायतों का पालन दृढ़तापूर्वक किया जाए।

भवदीया

हस्ता/-

संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

इसकी एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु भेजी जाती है :—

1. अध्यक्ष, हरियाणा लोक सेवा आयोग,
2. अध्यक्ष, अधीन सेवायें प्रवरण मण्डल, हरियाणा।

हस्ता/-

संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. अध्यक्ष, हरियाणा लोक सेवा आयोग,
2. अध्यक्ष, अधीन सेवायें प्रवरण मण्डल, हरियाणा।

अशाO क्रमांक 22/67/81-3 जी.एस.-III

दिनांक 3-5-1982

क्रमांक 22/28/82-3 जी.एस.-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्ष, हरियाणा, आयुक्त, हिसार एवं अम्बाला मण्डल।
2. रजिस्ट्रार, पंजाब तथा हरियाणा हाई कोर्ट तथा हरियाणा के सभी जिला तथा सत्र न्यायाधीश।
3. सभी उपायुक्त, हरियाणा व
4. सभी उपमण्डल अधिकारी (सिविल), हरियाणा।

दिनांक : चण्डीगढ़ 19-8-82

विषय : अनुसूचित जाति और अनुसूचित जनजाति प्रमाण पत्रों के जारी करने के बारे में स्पष्टीकरण।

महोदय,

मुझे यह कहने का निदेश हुआ है कि राज्य सरकार के ध्यान में यह लाया गया है कि अनुसूचित जातियों/अनुसूचित जनजातियों के बच्चों को, जो एक राज्य से दूसरे राज्य में रहने के लिए चले गए/जाते हैं, इस सबूत के अभाव में कि वे इसी राज्य से वास्तव में सम्बन्धित हैं उन्हें जाति प्रमाण पत्र प्राप्त करने में बड़ी कठिनाई का सामना करना पड़ता है। इस कठिनाई को दूर करने के लिए, राज्य सरकार ने विचार उपरान्त यह निर्णय लिया है कि जाति सम्बन्धित प्रमाण पत्र जारी करने वाले प्राधिकारी अनुसूचित जातियों और अनुसूचित जन जातियों से सम्बन्धित उन व्यक्तियों के बच्चों को, जो इस राज्य से चले गये/जाते हैं, उनके माता पिता को पहले जारी किए गए वास्तविक प्रमाण पत्र के प्रस्तुत करने पर जाति प्रमाण पत्र/जनजाति प्रमाण पत्र जारी कर दें, सिवाये उन मामलों के जहां पर प्रमाण पत्र जारी करने वाले प्राधिकारी का यह विचार हो कि अनुसूचित जाति/अनुसूचित जनजाति प्रमाण पत्र जारी करने से पहले विस्तृत जांच पड़ताल करने की आवश्यकता है। तथापि जिन मामलों में बच्चे उस प्रमाण पत्र को प्रस्तुत करने में असफल रहते हैं, जो उनके माता पिता को जारी हुआ था, उन मामलों में जाति/जनजाति प्रमाण पत्र साधारण तरीके से जांच पड़ताल करने के पश्चात् जारी किए जाएं।

2. यह स्पष्ट किया जाता है कि माता पिता को जारी हुए अनुसूचित जाति/अनुसूचित जनजाति प्रमाण पत्र को प्रस्तुत करने के आधार पर उन व्यक्तियों के बच्चों को अनुसूचित जाति/अनुसूचित जनजाति प्रमाण पत्र जारी करने के लिए केवल उस राज्य के प्राधिकारी सक्षम होंगे जहां से वे कहीं और चले गये हैं न कि उस राज्य के प्राधिकारी जहां वे जाकर रहने लगे हैं।

भवदीय

हस्ता/-

संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

क्रमांक 22/28/82-3-जी.एस.-III

दिनांक 19-8-82

इसकी एक एक प्रति :-

1. अध्यक्ष, हरियाणा लोक सेवा आयोग, चण्डीगढ़।
2. अध्यक्ष, अधीन सेवायें प्रवरण मण्डल, हरियाणा।
3. सभी प्रबन्धक निदेशक/सचिव, हरियाणा सरकार के निगमों/बोर्डों को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है।

हस्ता०/-

संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

एक एक प्रति :-

1. वित्तायुक्त राजस्व, हरियाणा सरकार तथा
2. सभी प्रशासकीय सचिव, हरियाणा सरकार को अपेक्षित कार्यवाही हेतु प्रेषित है।

हस्ता०/-

संयुक्त सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. वित्तायुक्त राजस्व, हरियाणा सरकार।
2. सभी प्रशासकीय सचिव, हरियाणा सरकार।

अशा० क्रमांक 22/28/82-3 जी एस-III

दिनांक 19-8-82

No. 22/64/82-3GS. III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments and Commissioners, Ambala and Hissar Divisions in Haryana.
2. The Registrar, Punjab and Haryana High Court, Chandigarh and all District and Sessions Judges, in Haryana.
3. All Deputy Commissioners and all Sub-Divisional Officers (Civil) in Haryana.

Dated, Chandigarh, the 3rd November, 1982.

Subject: Issue of Scheduled Castes/Scheduled Tribes Certificates Providing of punishments for officials issuing such certificates without proper verification.

Sir,

I am directed to refer to the subject noted above and to say that it has been brought to the notice of Government that in a number of cases Scheduled Castes/Tribes Certificates have been issued to ineligible persons carelessly or deliberately without proper verification by the officials empowered to issue such certificates. This has resulted in same persons availing the benefits meant for the Scheduled Castes and Scheduled Tribes on false pretexts. The consultative committee constituted by the Government of India, New Delhi have desired that suitable steps should be taken to prevent such wrong issue of certificates.

2. The matter has been considered by the State Government and it has been decided that deterrent action should be taken against officials who issue such wrong certificates carelessly or deliberately without proper care or verification. Such officials should be informed that action would be taken against them under the relevant provisions of the Indian Penal Code in addition to the action to which they are liable under the appropriate disciplinary rules applicable to them.

Yours faithfully,

Sd/-

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

A copy is forwarded to all Financial Commissioners and Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-

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

To

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

U.O. No. 22/64/82-3GS. III

Dated, Chandigarh, the 3rd Nov., 1982.

No. 4/76/78-SW-(1)

From

The Commissioner & Secretary to Govt. Haryana,
Welfare of Scheduled Castes & Backward Classes Department

To

1. All Heads of Departments in Haryana and Commissioners Ambala and Hisar Divisions
2. All the Deputy Commissioners and All Sub-Divisional Officers (Civil) in Haryana.
3. The Registrar, Punjab & Haryana High Court, Chandigarh and All District and Session Judges in Haryana.

Dated : Chandigarh, the 25-1-83

Subject : — Issue of Scheduled Castes/Scheduled Tribes Certificate to eligible persons.

Sir,

I am directed to refer to the subject noted above and to say that it has been brought to the notice of the Govt. that some persons professing religion other than Scheduled Castes/Scheduled Tribes had managed to secure Scheduled Castes Certificates on the plea that their caste found a place in the Presidential orders notifying the Scheduled Castes and Schedule Tribes. This has resulted in some persons availing the benefits meant for Scheduled Castes and Scheduled Tribes on false protects. After careful consideration it is hereby clarified that a Scheduled Castes Certificate can be issued in favour of persons professing Hindu or Sikh religion only.

2. Similarly, there were instances where some of the persons had get the Caste Certificates on the basis of their marriage to a spouse belonging to Scheduled Castes/Scheduled Tribes. According to the guiding principles, the status of a person not belonging to Scheduled Caste/Scheduled Tribe is not changed by virtue of his/her marriage to a person belonging to Scheduled Caste/Scheduled Tribes. So it is also clarified that while issuing such a certificate, these instructions may strictly to adhered to.

Yours faithfully,

Sd/-

for Commissioner and Secretary to Government, Haryana,

Welfare of Scheduled Castes & Backward Classes
Department.

U.O.No. 4/76/78-SW(1)

Dated Chandigarh, the 25-1-83.

Form of Certificate to be produced by a candidate belong to a Scheduled Caste or Scheduled Tribes in support of his claim.

FORM OF CASTE CERTIFICATE

This is to certify that Shri/Shrimati/Kumari _____
 _____ Son/daughter of _____ of village/town
 _____ in district/Division _____
 of the State/Union Territory _____
 belonging to the _____
 caste/Tribe which is recognized as a Scheduled Castes/Scheduled Tribes.

Under :—

The constitution (Scheduled Castes) order, 1950.

The constitution (Scheduled Tribes) order, 1950.

The constitution (Scheduled Caste Union Territories) order, 1951.

The Constitution (Scheduled Tribes) (Union Territories) order, 1951.

(As amended by the Scheduled Castes and Scheduled Tribes lists (Modification) order, 1956, the Bombay Reorganisation Act, 1960.

The Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970 the North Eastern Areas (Reorganisations) Act, 1971 and the Scheduled Castes and Scheduled Tribes orders (Amendment Act, 1976).

The constitution (Jammu & Kashmir) Scheduled Castes order, 1956.

The constitution (Andaman and Nicobar Islands) Scheduled Tribes order, 1959 as amended by Scheduled Castes and Scheduled Tribes order (Amendment) Act, 1970.

The Constitution (Dadra and Nagar Haveli) Scheduled Castes order, 1962.

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes order, 1962.

The Constitution (Pondicherry) Scheduled Castes Order, 1964.

The Constitution (Scheduled Tribes Uttar Pradesh) 1967.

The Constitution (Goa, Daman and Diu) Scheduled Castes order, 1968.

The Constitution (Goa, Daman and Diu) Scheduled Tribes order, 1968.

The Constitution (Nagaland) Scheduled Tribes order, 1970.

The Constitution (Sikkim) Scheduled Tribes order, 1978.

The Constitution (Sikkim) Scheduled Castes order, 1978.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Smt. _____ father/mother of Shri/Smt/Kumari _____ of village/town _____ recognized as Scheduled Castes in the State/Union Territory _____
Scheduled Tribes

Issued by the _____ (Name of prescribed authority)
vide letter No. _____ dated _____.

Shri/Smt./Kumari _____ and or his/her
family ordinarily reside(s) in village/town _____ of _____
District/Division of the State/Union Territory of _____

Signature _____
Designation _____
(with seal of office)

Place _____ State/Union Territory.

Date _____

Delete the paragraph which is not applicable.

Please delete the words which are not applicable.

Please quote specific pres. Inential order.

Note : —The term “Ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the peoples Act, 1950.

**Distt. Of authorities empowered to issue Scheduled Castes/Scheduled Tribes Certificate :—

Magistrate 1st Class/G.A. to D.C. now redesignated as City Magistrate.

No. 22/67/81-3 GS III

From

The Chief Secretary to Govt., Haryana,

To

1. All Heads of Departments the Commissioner,
Ambala and Hisar Division, All Deputy Commissioners,
Sub-Divisional Officers (Civil) in Haryana.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh and
All Distt. and Sessions Judges, Haryana.

Dated, Chandigarh, the 15th July, 1985.

Subject :— **Reservation benefits—Extension of the same to Scheduled Castes, Backward Classes, Ex-Servicemen and the Physically handicapped persons only who are domiciles of the Haryana State.**

Sir,

I am directed to refer to circular letter No. 6880-SW-I-71/1051-52, dated 20-1-1972, issued by the Commissioner and Secretary to Government, Haryana, Social Welfare Department (copy enclosed) vide which the reservation benefit was given only to those Scheduled Castes and Backward Classes members who were the domiciles of the Haryana State and not to those belonging to other States.

2. The question regarding giving the benefit of reservation to those Ex-servicemen and Physically handicapped persons who are domiciles of Haryana State was under consideration of the Government. After carefully considering the matter, it has been decided by Government to grant the benefit of reservation to only those ex-servicemen and Physically handicapped persons who are domiciles of the Haryana State and not to others. The benefit of reservation to Scheduled Castes and Banckward Classes persons is already available only to those who are domiciles of Haryana State under instructions reffered to above.

3. It is requested that these instructions may kindly be brought to the notice of all concerned and the receipt of the same may kindly be acknowledged.

Yours faithrully,

Sd/-

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

No. 22/43/90-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.
2. The Registrar,
Punjab and Haryana High Court, Chandigarh.

Dated, Chandigarh, the 21 Nov., 1990.

Subject :— Avoidance of the terms like 'Harijan' and 'Girijan' in respect of Scheduled Castes and Scheduled Tribes in official matters, dealings etc.

Sir,

I am directed to invite your attention to Haryana Government letter No. 22/67/81-3GSIII, dated 3rd May, 1982, in which instructions were issued not to insert the word 'Harijan' in the Scheduled Castes and Scheduled Tribes certificate, but to mention only the name of caste to which the person belongs. The Government of India, Ministry of Welfare has further issued instructions in the matter vide letter No. 12025/14/90-SCD (R.L. Cell) dated 16th August, 1990, a copy of which is sent herewith for information and strict compliance.

Yours faithfully,

Sd/-

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

Copy of letter No. 12025/14/90-SCD (R.L. Cell), dated 16th August, 1990 from Shri Mata Prasad, Additional Secretary to Government of India addressed to the Chief Secretary to all State Governments/U.T. Administrations and others.

Subject :— Avoidance of the terms like ‘Harijan and Girijan’ in respect of Scheduled Castes and Scheduled Tribes in official matters, dealings etc.

Sir,

I am directed to refer to the Ministry of Home Affairs letter No. 12025/44/80-SC & BCD. I/IV, dated 10-2-82 addressed to all the State Government/U.T. Administrations in which a request made to issue instructions to the certificate issuing authorities not to insert the word ‘Harijan’ or ‘Girijan’ in the Scheduled Caste/Scheduled Tribe certificate, but to mention only the name of the Caste/Tribe to which the persons belongs. The Ministry of Information & Broadcasting was also requested vide letter No. 12025/44/80-SC & BCD. I/IV, dated 1-2-82 to use the terms ‘Scheduled Castes’ and ‘Scheduled Tribes’ instead of ‘Harijan’ and ‘Girijan’ respectively in English and their appropriate translation in other national languages in public mass media. On request by the Ministry of Home Affairs (now Ministry of Welfare) vide its letter No. 12025/17/82-SC & BCD. IV/I, dated 19-10-82 to the erstwhile Ministry of Education and Culture (now Human Resource Development), It was brought to the notice of all the educational institutions under their control regarding the use of the terms Scheduled Castes and Scheduled Tribes instead of the terms Harijan and Girijan in the School Leaving Certificates.

2. It has been represented from time to time by the various Organisations/Associations working for the welfare of Scheduled Castes and Scheduled Tribes that many State Governments/U.T. Administrations use the words ‘Harijan’ and ‘Girijan’ in official matter dealings, etc. These organisations have represented that the words ‘Harijan’ and ‘Girijan’ are derogatory and these words are often used for denoting Scheduled Castes and Scheduled Tribes by all the Government agencies. In this connection, it is clarified that nowhere in the Constitution of India the words Harijan and Girijan are used for denoting Scheduled Castes and Scheduled Tribes respectively. In so far as the communities scheduled in the Presidential Orders of 1950 and 1951 are concerned, the terms Scheduled Castes and Scheduled Tribes are invariably used. The use of any other term may introduce ambiguity, apart from producing a feeling of resentment in the minds of conscious members of Scheduled Castes and Scheduled Tribes.

3. In view of the position explained above, it is requested that for all official transactions, matters, dealings, certificates etc., the Constitutional terms Scheduled Castes and Scheduled Tribes in English and their appropriate translation in other national languages should alone be used for denoting the persons belonging to Scheduled Castes and Scheduled Tribes included in the Presidential Orders mentioned above and for referring to those castes and tribes. The State Governments/U.T. Administrations are also requested that in the names of the Departments which are in overall charge of the development/welfare of Scheduled Castes and Scheduled Tribes, wherever terms like ‘Harijan’ and ‘Girijan’ are used, the Constitutional terms Scheduled Castes and Scheduled Tribes be substituted.

No. 22/51/93-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All the Deputy Commissioners in Haryana.
2. All the Sub Divisional Officers (Civil), in Haryana.

Dated Chandigarh, the 16-11-1994.

Subject :— **Reservation for other Backward Classes-Exclusion of Creamy Layer for the purpose of appointment in services and posts under the Government of India-Certificate to be produced by the candidate.**

Sir,

I am directed to invite your attention to Haryana Government's letter No. 22/51/93-3GS-III, dated 12th May, 1994 on the subject cited above and to enclose a copy of Govt. of India, Ministry of Welfare's letter No. F. No. 12011/11/94-BCC(C), dt. 8th April for immediate compliance in connection with the issuing of other Backward Class certificates to migrants from other State/Union Territory.

Please acknowledge receipt.

Yours faithfully,

Sd/-

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

Copy of letter No. F.No. 12011/11/94-8CC(C) dated 8th April, 1994 from the Joint Secretary to Govt. of India, Ministry of Welfare, Shastri Bhawan, New Delhi-110001 to the Chief Secretaries of All State Govts.

Subject :— Issuing of Other Backward Class Certificates to migrants from other States/UTs.

Sir,

In continuation of DOPT's letter of 36012/22/93-Estt. (SCT) dated 15th November, 1993, I am directed to say that it has been represented to this Department that person belonging to OBCs who have migrated from one State to another for the purpose of employment, education, etc. experience great difficulty in obtaining caste certificates from the State from which they have migrated. In order to remove this difficulty, it has been decided that the prescribed authority of State/U.T. Administration in terms of the DODT letter No. 36012/22/93-Estt. (SCT) dated 15th November, 1993 may issue the OBC Certificate to a person who has migrated from another State on the production of a genuine certificate issued to his father by the prescribed authority of the State of his father's origin except where the prescribed authority feels that a detailed enquiry is necessary through the State of origin before the issue of the certificate.

2. The certificate will be issued irrespective of whether the OBC candidate in question is included in the list of OBC pertaining to the State/U.T. to which the person has migrated. The facility does not alter the OBC status of the person in relation to the one or the other State/U.T. The OBC person on migration from the State/ U.T. of his origin to another State/U.T. where his caste is not in the OBC list is entitle to the concessions/benefits admissible to the OBCs from the State of his origin and union Government but not from the State where he has migrated.

3. It is requested that all competent authorities may be advised to issue the OBC certificate after satisfying themselves of the correctness of the certificate. The lists of the Competent authorities empowered as per DOPT's circular of 15th November, 1993 may be followed strictly. No other authorities may be allowed to issue the OBC certificates.

No. 22/51/93-3GSIII

From

The Chief Secretary to Government, Haryana.

To

1. All the Deputy Commissioners in Haryana.
2. All the Sub Divisional Officers (Civil) in Haryana.

Dated : Chandigarh, the 15-11-95

Subject :— Reservation of posts for other Backward Classes —Exclusion of Creamy Layer for the purpose of appointment in services and posts under the Govt. of India—Certificate to be produced by the candidate.

Sir,

In continuation of Haryana Govt. Letter No. 22/51/93-3GS-III dated 12-5-94 on the subject cited above I am directed to forward Govt. of India, Ministry of Personnel, P.G. & Pension, Deptt. of Personel, & Training letters No. 36033/28/94-Estt. (SCT) dated 28-7-95 alongwith form of certificate to be produced by O.B. Cs. applying for appointment to posts under the G.O.I. for necessary action. A copy of corrigendum issued vide No. 36033/28/94-Estt (SCT) dated 17-8-1995 by the Govt. of India, Ministry of Personnel, Public Grievances and Pensions (Deptt. of Personnel and Training) is also enclosed.

The Latest latter No. **36033/28/94-Estt. (Res.) dated 10-10-95** now received from G.O.I. in respect of certificate to be produced by the candidate is also sent herewith for necessary action.

Please acknowledge receipt.

Yours faithfully,

Sd/-

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

No. 36055/28/94-Estt. (SCT)

Government of India
Ministry of Personnel, P.G. & Pensions
Department of Personnel & Training

Estt. (SCT) Section

New Delhi, the 28th July, 1995.

OFFICE MEMORANDUM

Subject :— Reservation for OBCs—Central list of OBCs in respect of States Jammu & Kashmir, Manipur, Sikkim and NCT of Delhi.

The undersigned is directed to say that the Ministry of Welfare in their Resolution No. 12011/7/95-BCC, dated the 24th May, 1995 published in Gazette of India Extraordinary Part I Section I No. 163 dated 24th May, 1995 have notified the Central list of OBCs in respect of the following States :

1. Jammu & Kashmir
2. Manipur
3. Sikkim
4. NCT of Delhi.

1. In the light of the above said Resolution, the form of certificate to be produced by OBCs applying for appointment to post under the Government of India circulated in this Departments O.M. No. 36012/22/93-Estt. (SCT), dated 15-11-1993 has been revised as in the Annexure.

(Hindi version will follow)

Sd/-

(M. VENKATARAMAN)

Under Secretary to Government, India.

ANNEXURE

**FORM OF CERTIFICATE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR
APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that _____
Son of _____ of Village _____
District/Division _____ in the _____ State
belong to the _____ community which is recognised
as a backward class under.

- (i) Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC(C), dated 10th Sept., 1993 published in the gazette of India Extraordinary.

Part I Section-I dated 13th Sept., 1993.

- (ii) Government of India Ministry of Welfare Resolution No. 12011/9/94-BCC, dated 19-10-94 published in Gazette of India extraordinary part I Section I, No. 163 dated 20-10-94.
- (iii) Government of India Ministry of Welfare Resolution No. 12011/7/95-BCC, dated the 24th May, 1995 published in Gazette of India, Extraordinary Part -I Section-I, No. 163, 24th May, 1995.

Shri _____ and/or his family ordinarily reside(s) in the
_____ District/Division of the _____ State.

This is also to certify that he/she does not belong to the Schedule to the persons./Section (Creamy layer) mentioned in column 3 of the Scheduled to the Goernment of India, Department of Personnel and Training O.M. No. 36022/22/93-Estt. (SCT) dated 8-9-93.

Sd/-

DISTRICT MAGISTRATE,
DEPUTY COMMISSIONER ETC.

DATED :

SEAL

- NB: (a) The term 'Ordinarily used here will have the same meaning as in Section 20 of the Representation of the people's Act, 1950.
- (b) where the certificate are issued by Gazetted Officers of the Union Government or State Goernment, they should be in the same form but countersigned by the District Magistrate or Deputy Commissioner (Certificate issued by Gezatted Officers and attested by District Magistrate/Deputy Commissioner are not sufficient.

** STRIKE OUT WHICHEVER IS NOT APPLICABLE.

No. 36033/28/94-Estt. (SCT)

Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

New Delhi, the 17th August, 1995.

CORRIGENDUM

Subject :— Reservation for OBCs Central List of OBCs in respect of States Jammu & Kashmir, Manipur, Sikkim and National Capital Territory of Delhi.

The undersigned is directed to refer to this Ministry's O.M. of even number dated the 28th July, 1995 on the above mentioned subject and to say that items (i) and (iii) of the form of certificate referred to therein may be corrected as follows :

- (i) Resolution No. 12011/68/93-BCC(C), dated the 10th September, 1993 published in the Gazette of India-Extraordinary Part-I, Section-I, No. 186 dated the 13th, September, 1993.
- (ii) Resolution No. 12011/7/95-BCC, dated the 24th May, 1995 published in the gazette of India-Extraordinary-Part-I, Section-I, No. 88, dated the 25th May, 1995.

Sd/-
(M. VENKATARAMAN)
Under Secretary to the Govt. of India.

No. 36033/28/94-Estt. (SCT)

Government of India

Ministry of Personnel, Public Grievances and Pensions

(Department of Personnel & Training)

New Delhi, the 10th October, 1995.

To

The Chief Secretaries of all the
State Governments/Union Territories.

Subject :— Reservation for other Backward Classes-exclusion of Creamy Layer for the purpose of appointment in services and posts under the Government of India-certificate to be produced by the candidates.

Sir,

I am directed to refer to this Department's O.M. No. 36012/22/93-Estt. (SCT) dated the 15.11.1993 on the above subject wherein State Governments/Union Territories were requested to issue instructions to the District Authorities to verify and issue necessary certificate to the candidates belonging to other Backward Classes for the purpose of claiming the benefit of reservation for employment in Central Government jobs. The form of caste certificate to be produced by OBCs applying for appointment to posts under the Government of India was also sent alongwith this letter. A model application form to be submitted by the candidate was also sent with the stipulated that it may be treated only as a model and changes may be incorporated to suit local situation.

2. Instances have come to our notice that the format of the caste certificate prescribed by the Government of India has not been used by State Government/Union Territories with the result the OBC candidates are put to unnecessary leaderships. The format of the caste certificate prescribed by this Department should not be changed as it was evolved in consultation with the Union Public Service Commission, Staff Selection Commission and the Ministry of welfare and meets the requirement of Government of India in respect of recruitment to services and posts under the Government of India, Central Public Sector undertakings, the Nationalised Banks and Insurance Corporations. It is, therefore, requested that the caste certificate may be (given in the) same form as prescribed by the Department (copy enclosed).

Yours faithfully,
(Smt. Sarita Parsad)
Joint Secretary to the Govt. of India.

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING
FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA.**

This is to certify that _____
son of _____ of village _____
District/Division _____ in the _____ State _____
belongs to the _____ community which is recognised as a backward class
under the Government of India, Ministry of welfare Resolution No. 12011/68/93-BCC(C), dated 10th
September, 1993, published in the Gazette of India Extraordinary Part-I Section I dated 13th Sept. 1993.
Shri _____ and/or his family ordinarily reside(s) in the
_____ District/Division of the _____
State. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer)
mentioned in column 3 of the schedule to the Government of India, Department of Personnel & Training
O.M. No. 36012/22/93-Estt. (SCT) dated 8-9-93.

Dated :

Sd/-
District Magistrate,
Deputy Commissioner etc.

Seal

-
- N.B.—(a) The term ‘ordinarily’ used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) Where the certification are issued by Gazetted Officers of the Union Government or State Governments, they should be in the same form but countersigned by the District Magistrate or Deputy Commissioner (Certificate issued) Gazetted Officers and attested by District Magistrate/Deputy Commissioner are not sufficient.
- _____

क्रमांक : 22/14/96-3 जी.एस.-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी उपायुक्त, हरियाणा।

दिनांक : चण्डीगढ़ 22-5-1996

विषय:-- सम्पन्न व्यक्तियों (क्रीमी लेअर) को पिछड़ी श्रेणी से निकालना।

महोदय,

मुझे आपका ध्यान उपरोक्त विषय की ओर दिलाने व यह कहने का निर्देश हुआ है कि इस सम्बन्ध में उपायुक्त, करनाल द्वारा कुछ बिन्दुओं पर स्थिति स्पष्ट करने का अनुरोध किया गया था। विचारोपरान्त सरकार ने उपायुक्त, करनाल द्वारा उठाए गए निम्नलिखित बिन्दुओं पर निम्नानुसार कार्यवाही करने का निर्णय लिया है:--

क्र.सं.	उपायुक्त, करनाल द्वारा उठा गया बिन्दु	सरकार द्वारा लिया गया निर्णय
1.	आयुक्त एवं सचिव, अनुसूचित जातियों एवं पिछड़े वर्ग कल्याण विभाग, हरियाणा के पत्र क्र० 1170-ए, डब्ल्यू.(I)-95, दिनांक 7-6-1995 द्वारा जारी हिदायतों में यह स्पष्ट नहीं है कि जिस वर्ग को 'क्रीमी लेअर' में रखते हुए आरक्षण का लाभ न देने का निर्णय लिया गया है--यह Exclusion सर्टीफिकेट जारी करते समय देखा जाना है या सम्बन्धित विभाग द्वारा देखा जाना है।	चूंकि जाति प्रमाण-पत्र उपायुक्त के कार्यालय द्वारा दिये जाते हैं इसलिए क्रीमी लेअर का प्रमाण-पत्र भी उपायुक्त के कार्यालय द्वारा ही देखा जाना होगा कि विशेष व्यक्ति हिदायतों अनुसार आरक्षण का लाभ लेने का पात्र है अथवा नहीं।
2.	जो 'क्रीमी लेअर' केन्द्रीय सरकार द्वारा बनाई गई है, वह राज्य द्वारा निर्धारित 'क्रीमी लेअर' से भिन्न है। अतः राजस्व विभाग के पटवारियों द्वारा दोनों में भिन्नता करना कठिन कार्य है।	चूंकि 'क्रीमी लेअर' बारे भारत सरकार द्वारा जो मापदण्ड बनाया गया है वह राज्य सरकार द्वारा बनाये गए क्रीमी लेअर के मापदण्डों से भिन्न है, इसलिए उपायुक्त कार्यालय द्वारा जाति एवं क्रीमी लेअर बारे प्रमाण-पत्र केन्द्रीय सेवाओं के लिए केन्द्र सरकार की हिदायतों अनुसार निर्धारित प्रोफार्मा में दिया जाना है। इस के अतिरिक्त राज्य सरकार की सेवाओं हेतु जाति तथा क्रीमी लेअर का प्रमाण-पत्र अनुसूचित जाति एवं पिछड़े वर्ग कल्याण विभाग हरियाणा की हिदायतोंनुसार दिया जाना है।

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|---|--|
| <p>3. सम्बन्धित विभाग द्वारा चुने हुए अभ्यर्थियों से 'क्रीमी लेअर' बारे शपथ-पत्र या अन्य सबूत लेना उचित प्रतीत होता है।</p> | <p>चूँकि जाति एवं 'क्रीमी लेअर' का प्रमाण-पत्र उपायुक्त द्वारा ही दिया जाता है इसलिए जाति एवं 'क्रीमी लेअर' का प्रमाण-पत्र जारी करने से पहले सम्बन्धित व्यक्ति विशेष से उसकी जाति तथा आय आदि बारे वांछित सूचना/शपथ-पत्र भी प्रमाण-पत्र जारी करने वाली अथॉर्टी द्वारा ही प्राप्त किया जाना आवश्यक है।</p> |
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कृपया तदनुसार कार्यवाही करने का कष्ट करें।

भवदीय,

हस्ता./-

अवर सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

No. 22/51/93-3 GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All the Deputy Commissioners in Haryana,
2. All the Sub Divisional Officers (Civil) in Haryana.

Dated Chandigarh, the 19th March, 1997.

Subject :— Reservation for other Backward Classes-Exclusion of Creamy Layer for the purpose of appointment in services and posts under the Govt. of India Certificate to be produced by the candidates.

Sir,

In continuation of Haryana Govt. letter No. 22/51/93-3 GS-III dated 2-1-96 on the subject cited above I am directed to forward Govt. of India, Ministry of Personnel, P.G. & Pension, Deptt. of Personnel & Training letter No. 36033/28/94-Estt. (Res.) dated 1-1-97 alongwith revised form of certificate to be produced by O.B.Cs applying for appointment to posts under the G.O.I. for necessary action.

Yours faithfully,

Sd/-

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

No. 22/51/93-3 GS-III

Dated Chandigarh, the 19th March, 1997.

A copy is forwarded to the Director, Welfare of Scheduled Castes & Backward Classes Department, Haryana, Chandigarh for information and necessary action.

Sd/-

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

No. 36033/28/94-Estt. (Res.)

GOVERNMENT OF INDIA
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES & PENSIONS
(DEPARTMENT OF PERSONNEL & TRAINING)

NORTH BLOCK, NEW DELHI
Dated the 1.1.1997

To

The Chief Secretaries of the State
Governments/Union Territories.

Subject :— Reservation for other Backward Classes certificate to be produced by the candidate.

Sir,

I am directed to invite attention to this Ministry's O.M. No. 36012/22/93-Estt. (SCT) dated 22.10.1993 a copy of which was enclosed with this Department's letter No. 36012/22/93-Estt. (SCT) dated 15.11.1993 prescribing the form of certificate to be produced by other backward classes for appointment to posts under the Government of India.

2. In foot-note (b) below the form of certificate, it has been stated that where the certificates are issued by Gazetted Officers of the Union Government or State Governments, they should be in the same form but countersigned by the District Magistrate or Deputy Commissioner (certificates issued by Gazetted Officers and attested by District Magistrate/Deputy Commissioner are not sufficient). This issue has been re-examined and it has been decided to delete the existing foot-note (b) below the form of Certificate, since, in the first place, "Gazetted Officers" of the Union and State Governments have not been authorized to issue caste certificates.

3. The revised format of the certificate, indicating the revised foot-note(b), that may be given by the concerned district authorities would be as in Annexure.

4. The revised form of certificate will be operative from 1st February, 1997.

5. It is requested that wide publicity may be given to this order and the certificate issuing authorities should be appropriately briefed in order to ensure prompt and correct certification.

6. A copy of the orders issued by your Government in this regard may also be endorsed to this Department for information.

Yours faithfully,
(Y. G. PARANDE)
DIRECTOR

ANNEXURE

FORM OF CERTIFICATE TO BE PRODUCED BY OTHERS BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that _____
 son/daughter of _____ of village _____
 District/Division _____ in the _____
 State _____ belong to the _____
 community which is recognised as a backward class under the Government of India, Ministry of
 Welfare Resolution No. 12011/68/93-BCC(C) dated 10th Sept., 1993 published in the Gazette of India
 Extra-ordinary part I Section I dated 13th Sept., 1993 Shri _____ and/or
 his family ordinarily reside(s) in the _____
 District/Division of the _____ State, this is also to
 certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of
 the Schedule to the Government of India Department of Personnel & Training O.M. No. 36012/22/93-
 Estt. (SCT) dated 8-9-1993.

District Magistrate,
Deputy Commissioner etc.

Dated :

Seal

N.B.: (a) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(b) The authorities competent to issue caste certificates are indicated below :

- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/
Additional Deputy Commissioner/Deputy Collector/1st Class Stipendary
Magistrate/Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/
Extra Assistant Commissioner (not below the rank of 1st class Stipendary
Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency
Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar, and
- (iv) Sub-Divisional Officer of the area where the candidate and or his family resides.

No. 22/51/93-3 GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All the Deputy Commissioners in Haryana.
2. All the Sub Divisional Officers (Civil) in Haryana.

Dated Chandigarh, the 18th June, 1997.

Subject :— Issue of Community status certificates for employment/examinations etc.

Sir,

In continuation of Haryana Govt. letter No. 22/51/93-3 GSIII dated 19-3-1997 on the subject cited above I am directed to forward Govt. of India, Staff Selection Commission, Department of Personnel & Training, Ministry of Personnel, Public Grievances & Pensions letter No. 6/171 -97-P&P-I dated 3-6-97 and to request that certificates may please be issued in the prescribed formats.

Yours faithfully,

Sd/-

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

Copy of letter No. 6/17/97-P&P-I dated 3-6-97 from the Under Secretary to Govt. of India, Staff Selection Commission, Department of Personnel & Training, Ministry of Personnel, Public Grievances & Pensions, Block No. 12, Kendriya Karyalay Parisar, Lodi Road, New Delhi addressed to the Chief Secretaries, all States/Union Territories.

Subject :— Issue of Community status certificates for employment/examinations etc.

I am directed to say that the Deptt. of Personnel & Training in the Ministry of Personnel, Public Grievances and Pension of the Govt. of India has prescribed specific formats for issuing caste/community certificates vis-a-vis the SC, ST and OBC certificates.

2. It is, observed that in a number of cases candidates applying for examinations/recruitments conducted by this Commission are submitting such certificates in formats other than the ones prescribed by the Govt. of India. This results in rejection/cancellation of their candidature and consequently they feel aggrieved and harassed. This also results in filing of cases in Tribunals/Courts by aggrieved parties.

3. In view of the above this Commission requests that such certificates may please be invariably issued in the prescribed formats.

No. 22/51/93-3 GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All the Deputy Commissioner in Haryana.
2. All the Sub Divisional Officers (Civil) in Haryana.

Dated Chandigarh, the 12th August, 1997.

Subject :— Reservation for Other Backward Classes revised proforma certificate.

Sir,

I am directed to invite your attention on the subject cited above, and to enclose a copy of Govt. of India, Ministry of Personnel, Public Grievances & Pensions (Department of Personnel & Training) North Block, New Delhi letter No. 36033/28/94-Estt. (Res.) dated 2-7-97 with a copy of its enclosures for immediate compliance.

Yours faithfully,

Sd/-

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

No. 36033/28/94-Estt. (Res.)

GOVERNMENT OF INDIA

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES & PENSIONS

(DEPARTMENT OF PERSONNEL & TRAINING)

NORTH BLOCK, NEW DELHI.

Dated the 2nd July, 1997.

To

The Chief Secretaries,
All State Governments/Union Territories.

Subject :— Reservation for Other Backward Classes-revised proforma certificate.

Sir,

I am directed to enclose revised proforma certificate to be produced by the candidates belonging to the OBCs. The revised proforma has been necessitated by certain notifications/ amendments in the Central list of OBCs in respect of the following States contained in the Ministry of Welfare's Resolution No. 12011/44/96-BCC dated the 6th December, 1996 published in the Gazette of India Extraordinary Part-I Section-I No. 210 dated 11th December 1996 :—

- (i) Bihar
- (ii) Goa
- (iii) Gujarat
- (iv) Haryana
- (v) Orissa
- (vi) Uttar Pradesh
- (vii) West Bengal

2. It is requested that the concerned authorities competent to issue the certificate for the OBCs may be apprised of the revised proforma so that the candidates belonging to the OBCs now included in the resolution dated the 6th December, 1996 do not face any problem.

(Hindi Version will follow).

Yours faithfully,

(J. KUMAR)

Under Secretary to the Govt. of India.

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR
APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA

This is to certify that _____
son/daughter of _____ of village _____
District/Division _____ in the _____
State _____ belongs to the _____
community which is recognised as a Backward Class under :

- (i) Resolution No. 12011/68/9-BCC (C) dated the 10th September, 1993, published in the Gazette of India Extraordinary-Part 1, Section 1, No. 186 dated 13th September, 1993.
- (ii) Resolution No. 12011/9/94-BCC dated 19th October, 1994, published in the Gazette of India-Extraordinary Part 1, Section 1, No. 163, dated 20th October, 1994.
- (iii) Resolution No. 12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India-Extraordinary Part 1, Section 1, No. 88, dated 25th May, 1995.
- (iv) Resolution No. 12011/44/96-BCC dated the 6th December, 1996, published in the Gazette of India-Extraordinary Part 1, Section 1, No. 210, dated the 11th December, 1996.

Shri _____ and/or his family ordinarily reside(s) in the _____
District/Division of the _____ State. This is also to certify that he/she does not
belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Sechedule to the
Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8-
9-1993.

District Magistrate,
Deputy Commissioner etc.

Dated _____ :
Seal _____

NB: (a) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(b) The authorities competent to issue caste certificates are indicated below :—

- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Clas Stipendary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st class Stipendary Magistrate);
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate;
- (iii) Revenue Officer not below the rank of Tehsildar ; and
- (iv) Sub Divisional Officer of the area where the candidate and/or his family resides.

No. 22/51/93- 3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All the Deputy Commissioners in Haryana.
2. All the Sub Divisional Officers (Civil) in Haryana.

Dated Chandigarh, the 14th Oct., 1997.

Subject :— Issuing of Caste/Community Certificate in the prescribed proforma to S.C./S.T. & O.B.C. for Central Govt. Service.

Sir,

I am directed to invite your attention on the subject cited above and to enclose a copy of D.O. letter No. 6/17/97-P&P-1, dated 15-9-97 with its enclosure received from Sh. B. Shankaran, Chairman, Govt. of India, Staff Selection Commission, Block-12, C.G.O. Complex, Lodhi Road, New Delhi with the request that the Caste/Community Certificate may please be issued to the S.C./S.T. & O.B.C. is the prescribed proforma (copy enclosed) for getting job in Govt. of India.

Yours faithfully,

Sd/-

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

Copy of D.O. No. 6/17/97-P&P1 dated 15-9-1997 from B. Sankaran, Chairman, Staff Selection Commission, Government of India, New Delhi addressed to Shri Ram S. Varma, Chief Secretary to Govt., Haryana, Chd.

Kindly refer to this Commission's letter of even no. dated 15-9-97 requesting therein to issue Caste/Community Certificate in the prescribed format only. As Commission is accepting the certificates only in the format prescribed by Department of Personnel & Training. I am sending a copy of each format for SC/ST & OBC certificates, currently being accepted by this Commission.

In case difficulty is encountered in issuing certificates in these formats, Estt. (SCT) Division of the Department of Personnel & Training, North Block, New Delhi, may please be suitably addressed.

FORMAT FOR SC/ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Castes or the Scheduled Tribes should submit in support of his claim an attested/certified copy of a certificate in the form given below, from the District Officer or the Sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or Surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the

officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Where ever photograph is an integral part of the certificate, the commission would accept only attested photocopies of such certificates and not any other attested or true copy.

The form of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India.

This is to certify that Shri/Smt./Km * _____ son/daughter*
of _____ of village/town* _____ in
District/Division* _____ of the State/Union Territory* _____
_____ belongs to the _____ Caste/Tribe*
_____ which is recognised as a Scheduled Caste/Scheduled Tribes* Under :—

The Constitution (Scheduled Castes) order, 1950 _____
The Constitution (Scheduled Tribes) order, 1950 _____
The Constitution (Scheduled Castes) Union Territories order, 1951* _____
_____ the Constitution (Scheduled Tribes) Union Territory order, 1951* _____
_____.

(As amended by the Scheduled Castes and Scheduled Tribes Lists (modification) order, 1956, the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Area (Reorganisation) Act, 1971 and the Scheduled Caste and Scheduled Tribes Order (Amendment) Act, 1976).

The Constitution (Jammu & Kashmir) Scheduled Caste order, 1956*

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976* _____

The Constitution (Dadar and Nagar Haveli) Scheduled Castes order, 1962

The Constitution (Dadar and Nagar Haveli) Scheduled Tribes order, 1962

The Constitution (Pondicherry) Scheduled Castes order, 1964 @

The Constitution (Scheduled Tribes) Uttar Pradesh order, 1967 @

The Constitution (Goa, Daman & Diu) Scheduled Castes order, 1968 @

The Constitution (Goa, Daman & Diu) Scheduled Tribes order, 1968 @

The Constitution (Nagaland) Scheduled Tribes order, 1970 @

The Constitution (Sikkim) Scheduled Castes order, 1978 @

The Constitution (Sikkim) Scheduled Tribes order, 1978 @

The Constitution (Jammu & Kashmir) Scheduled Tribes order, 1989 @

The Constitution (SC) orders (Amendment) Act, 1990 @

The Constitution (ST) orders (Amendment) ordinance, 1991 @

The Constitution (ST) orders (Second Amendment) Act, 1991.

The Constitution (ST) orders (Amendment) ordinance 1996.

%2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribes certificate issued to Shri/Smt. % _____ Father/Mother % _____ of Shri/Smt./Kumari % _____ of Village/Town _____ in District/Division % _____ of the State/Union Territory % _____ who belong to the _____

Caste/Tribe which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory % issued by the _____ Dated _____.

% Sh./Smt./Kumari and/or* his/her family ordinarily reside(s) in Village/Town* _____ of _____ District/Division* of the State/Union Territory of _____.

Signature _____

% % Designation _____
(with seal of office)

State/Union Territory

Place _____

Date _____

% Please delete the words which are not applicable.

@ Please quote specific presidential order.

% Delete the paragraph which is not applicable.

NOTE: The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

List of authorities empowered to issue Caste/Tribe Certificates :

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

NOTE: ST Candidates belong to Tamil Nadu State should caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING
FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that _____
son/daughter of _____ of village _____
District/Division _____ in the _____
State _____ belongs to the _____
community which is recognised as a backward class under:—

- (i) Resolution No. 12011/68/93-BCC(C) dated the 10th September, 1993, published in the Gazette of India Extraordinary-Part I, Section 1, No. 136 dated 13th September, 1993.
- (ii) Resolution No. 12011/9/94-BCC dated 19th October, 1994 published in the Gazette of India-Extraordinary-Part-I, Section 1, No. 163, dated 20th October, 1994.
- (iii) Resolution No. 12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India-Extraordinary-Part I, Section I, No. 88, dated 25th May, 1995.
- (iv) Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India-Extraordinary-Part I, Section 1, No. 219, dated the 11th December, 1996.

Shri _____ and/or his family ordinarily reside(s) in the _____
District/Division of the _____ State. This is also to
certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of
the Schedule to the Government of India. Department of Personnel & Training O.M. No. 36012/22/93-
Estt. (SCT) dated 8-9-1993.

Dated :

District Magistrate
Deputy Commissioner etc.

Seal

- NB: (a) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue caste certificates are indicated below :—
- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendary Magistrate);
 - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate;
 - (iii) Revenue Officer not below the rank of Tehsildar ; and
 - (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.

No. 22/36/2000-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak & Gurgaon Divisions.
2. The Registrar, Punjab & Haryana High Court, Chandigarh.
3. All Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana.

Dated : Chandigarh, the 9th August, 2000.

Subject :— Clarification regarding issuance of Certificate to Haryana Backward Classes.

Sir,

I am directed to invite your attention to the Govt. of Haryana, Social Welfare Department letter No. 1170-SW(I)95, dated 7.6.95 on the subject noted above, wherein criteria was laid down to assess the creamy layer persons of Haryana Backward Classes in Haryana State. The Backward Classes of Haryana are facing difficulty in obtaining the Backward Classes Certificates from the certificate issuing authority due to some misunderstanding in the instructions dated 7.6.95. After careful consideration the Govt. of Haryana has decided to issue clear cut directions to all the Heads of Departments and Deputy Commissioners in the State for issuing Backward Classes Certificates without any further delay.

It is clarified that the income from salary will not be taken in to account for the purpose of income/wealth test in respect of service category and while calculating income or wealth test of the Government employee of Backward Classes, who is not covered under Annexure-A, description of categories No. I, II (a, b, c, d) and III & IV, hence becoming entitled for the benefit of reservation under Backward Classes category, his salary shall not be included but his other sources of income/wealth be included for income/wealth test.

All the departments are requested to bring the above instructions to the notice of all the Head of Departments and appointing authorities under their control for necessary compliance.

Yours faithfully,

Sd/-

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

A copy is forwarded to :—

1. All the Financial Commissioners and Secretaries to Govt. Haryana.
2. All the Administrative Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

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

U.O. No. 22/36/2000-3GS-III

Dated, Chandigarh, the 09.08.2000.

No. 22/46/2001-3GSIII

From

The Chief Secretary to Government Haryana,

To

1. All the Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. The Registrar,
Punjab and Haryana High Court,
Chandigarh.
3. All the Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana.

Dated, Chandigarh, the 11-12-2001

Subject : — Clarification regarding issuance of the Backward Class Certificate.

Sir,

I am directed to refer to State Government letter No. 22/36/2000-3GSIII, dated 9.8.2000 on the subject noted above wherein it was clarified that the income from salary will not be taken into account for the purpose of income/wealth test in respect of service category and while calculating income or wealth test of the Government employee of Backward Classes and to say that the matter had been under consideration of the State Government, whether to determine the creamy layer status of a BC candidate, the income of the applicant or income of his/her parent will be taken into account. Now, in consultation with the Government of India, it has been decided by the Government of Haryana that creamy layer status of a BC candidate is to be determined with reference to the income/status of the parents of the candidate and not his/her own income/status. The above decision may be kept in view while issuing BC certificate.

2. All the departments are requested to bring the above instructions to the notice of all concerned under their control for strict compliance.

Yours faithfully,

Sd/-

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

A copy is forwarded to —

1. All the Financial Commissioners and Secretaries to Govt., Haryana.
2. All the Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-

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

To

1. All the Financial Commissioners and Secretaries to Government Haryana.
2. All the Administrative Secretaries to Government, Haryana.

U.O. No. 22/46/2000-3 GSIII

Dated Chandigarh the 11-12-2001.

No. 22/28/2003-3GSIII

From

The Chief Secretary to Government Haryana,

To

1. All the Heads of Departments in Haryana.
2. The Commissioners, Rohtak, Gurgaon, Hisar and Ambala Divisions
3. The Registrar, Punjab and Haryana High Court, Chandigarh.
4. All Deputy Commissioners in Haryana.
5. The Registrars, Maharishi Dayanand University, Rohtak, Kurukshetra University Kurukshetra; Ch. Charan Singh Haryana Agriculture University, Hisar; Guru Jambheshwar University, Hisar & Ch. Devi Lal University Sirsa (Haryana).

Dated, Chandigarh, the 30th January, 2004.

Subject : — Streamlining the porcedure in the offices regarding issuing of Resident/Income Certificates and the caste certificate to Scheduled Castes and Backward Classes.

Sir,

I am directed to invite your attention to Haryana Government letters Nos. 62/17/95-2 GSIII, dated 03.10.96, No. 22/51/93-3GSIII, dated 12.08.93 and even No. dated 14.10.97 on the subject noted above wherein instructions regarding the caste certificates (SC/BC/OBC), and Resident certificates have been issued.

The policy has been reviewed keeping in view the various courts judgements and the hardships caused to the individuals in obtaining above quoted certificates. Government is of the view that the procedure be institutionalized by delegating powers at proper level for ensuring speedy disposal of work without any harassment or exploitation. The present modification of the policy also aims at simplifying the procedure for obtaining certificate by an individual falling under the reserved categories.

2. The matter has also been reconsidered in depth by the State Government in view of the problems being faced by the Government employees in obtaining these certificates. With a view to improve the existing system in issuing various certificates, it has been decided by the Government that henceforth Circle Revenue Officers (Tehsildar/Naib Tehsildar-cum-Executive Magistrate) concerned will be authorized to issue Resident as well as Caste Certificates (SC/BC/OBC) after getting the verification done through the subordinate revenue staff in case of applicants residing in the rural area and through the Executive Officer/Secretary of the concerned Municipal Committee/Municipal Council/Municipal Corporation concerned in case of applicants residing in urban areas. It has further been decided that in case of Haryana Government employees serving in the Offices located at Chandigarh/Panchkula and

residing at Chandigarh/Panchkula, the Resident certificates and caste certificate to SC/BC employees and for their children, may be issued by their respective Heads of Departments also.

3. The validity of Resident Certificate issued by the competent authority shall be as long as the holder of this certificate maintains his residential address in Haryana State.

4. SC certificate once issued shall be valid as long as the caste is not removed from the Schedule of the Constitution and BC certificate shall be valid for life from the date of issue of the certificate or till the applicant does not fall into creamy layer category as defined from time to time. The applicant applying for BC certificate would also submit a self declaration on simple paper that he does not fall under creamy layer category. The format for this declaration is given at Annexure 'A'. However, if the certificate has been obtained by fraud or misrepresentation or concealment of facts or by some other means, the said certificate shall be declared as invalid/none-st and benefit taken by the applicant will be withdrawn and a criminal case shall be registered against the applicant misrepresenting the facts as well as against the guilty officers/officials, if any. In addition, Social Justice & Empowerment Department, Haryana is being directed to finalize the modelties and procedure to Constitute the Scrutiny Committee.

The files relating to Caste and Resident certificate shall be retained for 10 years and Register shall be retained permanently. The proformae of the application form Register and SC/BC certificates prescribed by the Government shall be followed by all the Departments/Institutions in letter and spirit as it has come to the notice of the Govt. that some Departments/Institutions demand such certificates in proformae which are at variance with the proformae in which these certificates are being issued by the competent authorities (Tehsildar/Naib Tehsildar/HODs). It is, therefore, decided that the Departments/Institutions shall accept these certificates only in the proformae in which these are being issued by the competent authorities which have been prescribed by the Govt. itself (copy enclosed).

5. To make institutional arrangements, it has also been decided that in future the Resident and Caste certificates will be issued to all the students studying in Class 8th every year as per the time schedule given below :—

(i)	filling of application forms by the parents/students	1st Nov. to 10th Nov. every year
(ii)	Verification by (a) Sarpanch/ Namberdar, in case of rural areas and Municipal Councillors in case of Urban areas.	upto 15th November every year
	(b) Verification by Patwari in case of rural areas/EO/Secy. (MC) any other officer/Official authorized by the local body for the purpose in case of Urban areas.	30th November
	(c) Head Teacher/Head Master	upto 15th Dec.
(iii)	Forwarding of application to CRO by Head Teacher/Head Master	31st Dec.

(iv) Verification & issue of certificate
by CRO

upto 31st January
every year

6. All application forms of a particular School may be sent to the Tehsildar/Naib Tehsildar concerned preferably at one go so that the certificates are issued and sent back to the Head masters of Government Schools/Private Schools for distribution to the concerned students. The Head Teacher/Head Master shall be responsible for getting the application forms filled and files prepared of all the students of his/her school. As a one time measure, it has been decided that all the students presently studying in **Class VIII to XII** will be issued these certificates during the months of January, 2004 to March, 2004. The schedule will be finalized by the concerned Deputy Commissioner in this regard.

7. It has been further decided that in case of SC/BC students claiming benefit under various welfare schemes upto Class IX, the benefits will be given by the Head Master/Head Teacher after getting the verification done from Sarpanch/Namberdar/MC and a caste certificate issued by the CRO (Tehsildar/Naib Tehsildar) may not be demanded for this purpose by the School authorities.

8. The matter regarding issue of income certificate to the students for claiming various benefits in educational institutions has been considered and it has been decided that in future the income certificate for educational purposes will be issued by the CRO (Tehsildar/Naib Tehsildar concerned) and income certificate for other purposes by the SDO(C) concerned taking into account income of the applicant from various sources including agriculture, trade, profession, salary etc. The verification will be got done through the subordinate revenue staff in case of applicants residing in rural areas and through the Executive Officer/Secretary of the concerned Municipal Committee/Council/Municipal Corporation in case of applicants residing in urban areas.

9. It has also been brought to the notice of the Government that when posts are advertised, fairly large number of candidates apply for such posts and Haryana Public Service Commission/Haryana Staff Selection Commission/Departments demand attested copies of Resident/Caste certificates and other documents from the candidates. This creates not only financial problems for the unemployed youths but also increases the work load in the offices. Similar is the position in case of admission to educational/professional/Engineering institutions. To give relief to the public, it has been decided that at the time of applying for job or for admission in educational institutions including technical/professional institutions etc. self attested photo copy of the certificate about the residence and caste status shall be sufficient and at the time of final interview/selection, original papers including castes and Resident certificate issued by the competent authorities may be obtained/examined/inspected by the concerned departments/institutions and attested copies thereof be kept in record. The fact may also be cross checked/verified at the time of verification of the antecedents of the applicants before he/she joins the Government service. Similar practice will be followed for degrees/mark sheets/other certificates of academic qualifications. Necessary action to amend/revise the application form in this regard shall be taken by Haryana Public Service Commission/Haryana Staff Selection Commission/Head of the Departments/Universities etc. at their own level under intimation to the Government.

These instructions may be brought to the knowledge of all for strict compliance.

Yours faithfully,

Sd/-

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

Endst. No. 22/28/2003-3 GSIII

Dated Chandigarh the 30th January, 2004.

A copy is forwarded to the following for information and action where necessary —

1. The Secretary, Haryana Public Service Commission.
2. The Secretary, Haryana Staff Selection Commission.

Sd/-

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

Endst. No. 22/28/2003-3 GSIII

Dated Chandigarh the 30th January, 2004.

Copies are forwarded to the Secretary, Ministry of Social Justice & Empowerment Department, Govt. of India & Deputy Secretary to Government of India, Ministry of Personnel, Public Grievances and Pension, Department of Personnel and Training, New Delhi for Information and necessary action.

Sd/-

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

Endst. No. 22/28/2003-3 GSIII

Dated Chandigarh the 30th January, 2004.

A copy is forwarded to all the Financial Commissioners & Principal Secretaries and all the Administrative Secretaries to Govt. Haryana for information and necessary action.

Sd/-

Special Secretary General Administration,
for Chief Secretary to Government, Haryana,

To

All the Financial Commissioners and Principal Secretary
And all Administrative Secretaries to Government Haryana.

U.O. No. 22/28/2003-3 GSIII

Dated Chandigarh the 30th January, 2004.

A copy is forwarded to the Principal Secretary/DPSCM-I/DPSCM-II/OSD/CM/Private Secretaries to the Chief Minister/Ministers/Ministers of State of information of the Chief Minister/Ministers/Ministers of State, Haryana.

Sd/-

Special Secretary General Administration,
for Chief Secretary to Government, Haryana,

To

The Principal Secretary/Secretaries/DPSCM-I/DPSCM-II/OSD/CM
Private Secretaries to Chief Minister/Ministers/Ministers of State, Haryana.

U.O. No. 22/28/2003-3 GSIII

Dated Chandigarh the 30th January, 2004.

Endst. No. 22/28/2003-3 GSIII

Dated Chandigarh the 30th January, 2004.

A copy is forwarded to Member Secretary, Haryana Bureau of Public Enterprises for information and necessary action. They are requested to send the copy of these instructions to all the Boards/Corporations in the State of Haryana for taking necessary action.

Sd/-

Special Secretary General Administration,
for Chief Secretary to Government, Haryana,

Endst. No. 22/28/2003-3 GSIII

Dated Chandigarh the 30th January, 2004.

A copy is forwarded to the following for information and action where necessary —

1. The Director, Local Bodies Haryana for circulating these instructions to all the M.C./Council/Corporations in the State.
2. The Director Public Relation Haryana, Chandigarh for giving appropriate publicity.

Sd/-

Special Secretary General Administration,
for Chief Secretary to Government, Haryana,

A copy is forwarded to all the Branch Officer/Superintendents/Deputy Superintendents of Haryana Civil Secretaries/F.C. Office for information and necessary action.

Sd/-

Special Secretary General Administration,
for Chief Secretary to Government, Haryana,

To

All the Branch Officers/Superintendents/Deputy Superintendents
of Haryana Civil Secretariat/F.C. Office.

U.O. No. 22/28/2003-3 GSIII

Dated Chandigarh the 30th January, 2004.

क्रमांक : 22/28/2003-3 जी०एस०-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. हरियाणा के सभी विभागाध्यक्ष।
2. रोहतक, गुड़गांव, हिसार एवं अम्बाला मण्डलों के आयुक्त।
3. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय, चण्डीगढ़।
4. हरियाणा के सभी उपायुक्त।
5. रजिस्ट्रार महर्षि दयानन्द विश्वविद्यालय, रोहतक; कुरुक्षेत्र विश्वविद्यालय कुरुक्षेत्र; चौधरी चरण सिंह हरियाणा कृषि विश्वविद्यालय, हिसार; गुरु जम्भेश्वर विश्वविद्यालय, हिसार तथा चौधरी देवीलाल विश्वविद्यालय, सिरसा (हरियाणा)।

दिनांक, चण्डीगढ़ : 30 जनवरी, 2004.

विषय:-- कार्यालयों में रिहायशी/आय प्रमाण-पत्र तथा अनुसूचित जातियों एवं पिछड़े वर्गों के जाति प्रमाण-पत्र जारी करने से सम्बन्धित प्रक्रिया को सुचारू बनाने बारे।

महोदय,

मुझे उक्त विषय पर हरियाणा सरकार के पत्र संख्या 62/17/95-2 जी.एस.-III, दिनांक 3.10.96, संख्या 22/51/93-3 जी.एस.-III, दिनांक 12.8.93 तथा सम संख्या दिनांक 14.10.97 की ओर ध्यानाकर्षित करने के निर्देश मिले हैं, जिसमें जाति प्रमाण-पत्र (अनुसूचित जातियां/पिछड़े वर्ग/अन्य पिछड़े वर्ग) तथा रिहायशी प्रमाण-पत्र सम्बन्धी निर्देश जारी किए गए हैं।

न्यायालयों द्वारा दिए गए विभिन्न निर्णयों तथा व्यक्ति विशेष को प्रमाण पत्र प्राप्त करने में आ रही कठिनाइयों को ध्यान में रख कर नीति की समीक्षा की गई है। सरकार का विचार है कि बिना किसी उत्पीड़न या शोषण के तथा शीघ्र कार्य के निपटान के लिए उचित स्तर पर शक्तियां प्रदान करके प्रक्रिया संस्थागत बनाया जाना है। वर्तमान संशोधित नीति का उद्देश्य भी आरक्षित श्रेणी के अन्तर्गत आने वाले व्यक्ति द्वारा प्रमाण पत्र प्राप्त करने की विधि को सरल बनाना है।

2. इन प्रमाण-पत्रों को प्राप्त करने में जनसाधारण के साथ-साथ सरकारी कर्मचारियों के समक्ष आ रही समस्याओं के मद्देनजर राज्य सरकार द्वारा इस विषय पर गहराई से पुनर्विचार किया गया है। विभिन्न जाति प्रमाण-पत्र जारी करने की वर्तमान प्रणाली को सुधारने के मद्देनजर सरकार ने यह निर्णय लिया है कि अब ग्रामीण क्षेत्रों में रहने

वाले आवेदकों के मामले में अधीनस्थ राजस्व अमले के माध्यम से तथा शहरी क्षेत्रों में रहने वाले आवेदकों के मामले में सम्बन्धित नगर समिति/नगर परिषद्/नगर निगम के कार्यकारी अधिकारी/सचिव के माध्यम से सत्यापन करवाने के उपरान्त सर्कल रेवन्यू अधिकारी (तहसीलदार/नायब तहसीलदार एवं कार्यकारी दण्डाधिकारी) रिहायशी एवं जाति प्रमाण-पत्र (SC/BC/OBC) जारी करने के लिए प्राधिकृत होंगे। यह भी निर्णय लिया गया है कि चण्डीगढ़/पंचकुला में स्थित कार्यालयों में कार्यरत तथा चण्डीगढ़/पंचकुला में निवास करने वाले हरियाणा सरकार के कर्मचारियों तथा उनके बच्चों के लिए जाति प्रमाण-पत्र तथा रिहायशी प्रमाण-पत्र (केवल अनुसूचित जाति/पिछड़े वर्ग/रिहायशी) उनके सम्बन्धित विभागध्यक्षों द्वारा भी जारी किए जा सकते हैं।

3. सक्षम प्राधिकारी द्वारा जारी किया गया रिहायशी प्रमाण-पत्र उस समय तक वैध रहेगा जब तक प्रमाण-पत्र धारक अपना आवासीय पता हरियाणा राज्य में बनाए रखेगा।

4. एक बार जारी हुआ अनुसूचित जाति प्रमाण-पत्र तब तक वैध रहेगा जब तक सम्बन्धित जाति को संविधान की अनुसूची से हटा नहीं दिया जाएगा तथा पिछड़े वर्ग प्रमाण-पत्र जारी किए जाने की तिथि से आजीवन वैध होंगे या जब तक प्रार्थी क्रीमी लेयर श्रेणी में प्रवेश नहीं कर जाते जैसे कि समय-समय पर परिभाषित किया गया है। प्रार्थी पिछड़े वर्ग का प्रमाण-पत्र के लिए आवेदन करते समय सादे कागज पर स्वयं घोषणा करेगा कि वह क्रीमी लेयर श्रेणी में नहीं आता है। इस घोषणा का फारमेट अनुबन्ध 'ए' में दिया गया है। तथापि यदि यह प्रमाण-पत्र धोखे से या गलत बयानी से या तथ्यों को छुपाकर या किसी अन्य कारण से प्राप्त किया गया है तो ऐसी स्थिति में यह प्रमाण-पत्र अवैध/नानसैट घोषित किया जाएगा तथा प्रार्थी द्वारा प्राप्त किया गया लाभ वापस ले लिया जाएगा। प्रार्थी के विरुद्ध तथ्यों की गलत बयानी के लिए तथा दोषी जिम्मेवार अधिकारी/कर्मचारी यदि कोई हो, के विरुद्ध फौजदारी मुकद्मा दर्ज करवाया जाएगा। इसके अतिरिक्त सामाजिक न्याय एवं अधिकारिता विभाग हरियाणा को जांच समिति (Scrutiny Committee) गठित करने के तौर तरीकों को अन्तिम रूप देने के निर्देश दिए जा रहे हैं।

जाति एवं रिहायशी प्रमाण-पत्र से सम्बन्धित फाईलों को 10 साल के लिए तथा सम्बन्धित रजिस्ट्रारों को स्थाई तौर पर बनाए रखा जाएगा। सरकार द्वारा आवेदन फार्म, रजिस्टर तथा अनुसूचित जातियों/पिछड़े वर्ग प्रमाण-पत्रों के लिए निर्धारित किए गए प्रोफार्मा की सभी विभागों/संस्थानों द्वारा अक्षरशः अनुपालना की जाएगी। सरकार ने यह पाया है कि कुछ विभाग/संस्थान ऐसे प्रमाण-पत्रों की मांग ऐसे प्रोफार्मा में करते हैं, जो कि सक्षम प्राधिकारियों (तहसीलदार/नायब तहसीलदार/विभागाध्यक्ष) द्वारा जारी किए जाने वाले प्रमाण-पत्रों के प्रोफार्मा से भिन्न हैं। इसलिए यह निर्णय लिया गया है कि विभाग/संस्थान इन प्रमाण-पत्रों की मांग केवल उस प्रोफार्मा में ही करेंगे, जिसमें इन्हें सक्षम प्राधिकारियों द्वारा जारी तथा सरकार द्वारा स्वयं (प्रति संलग्न) निर्धारित किया गया है और आवेदन के साथ शपथ-पत्र की मांग नहीं की जाएगी।

5. संस्थागत प्रबन्ध करने के लिए यह निर्णय लिया गया है कि भविष्य में आठवीं कक्षा में पढ़ने वाले सभी विद्यार्थियों को हर वर्ष नीचे दी गई समय-सारणी के अनुसार रिहायशी एवं जाति प्रमाण-पत्र जारी किए जाएंगे।

I.	अभिभावकों/विद्यार्थियों द्वारा आवेदन फार्म भरा जाना	हर वर्ष पहली नवम्बर से 10 नवम्बर तक
II.	ग्रामीण क्षेत्रों के मामले में सरपंच / नम्बरदार द्वारा तथा शहरी क्षेत्रों के मामले में नगर-पार्षदों द्वारा सत्यापन	हर वर्ष 15 नवम्बर तक
(बी)	ग्रामीण क्षेत्रों के मामले में पटवारी द्वारा तथा शहरी क्षेत्रों के मामले में कार्यकारी अधिकारी/ सचिव (नगर समिति) तथा इस कार्य के लिए नगर निकाय द्वारा प्राधिकृत किसी अन्य अधिकारी/ कर्मचारी द्वारा सत्यापन	30 नवम्बर तक
(सी)	हैड टीचर/हैड मास्टर	15 दिसम्बर तक
III.	हैड टीचर/हैड मास्टर परिधि राजस्व अधिकारी (C.R.O.) को आवेदन प्रेषित करना	31 दिसम्बर तक
	परिधि राजस्व अधिकारी द्वारा प्रमाण-पत्र का सत्यापन एवं जारी करना।	हर वर्ष 31 जनवरी तक

6. स्कूल विशेष के सभी आवेदन फार्म सम्बन्धित तहसीलदार/नायब तहसीलदार सम्बन्धित को एक बार में ही भेजे जाएं ताकि प्रमाण-पत्र जारी करके उन्हें सम्बन्धित विद्यार्थियों को प्रदान करने हेतु सरकारी स्कूलों/निजी स्कूलों के हैड मास्टर को वापस भेजा जा सके। हैड टीचर/हैड मास्टर अपने स्कूल के सभी विद्यार्थियों के आवेदन फार्म के भरे जाने एवं फाईल तैयार किए जाने के लिए जिम्मेवार होगा। एक मुश्त उपाय के रूप में यह निर्णय लिया गया है कि इस समय आठवीं से बारहवीं तक की कक्षाओं में पढ़ने वाले सभी विद्यार्थियों को 4 जनवरी, 2004 से 4 मार्च, 2004 तक की अवधि में सारणी निर्धारित की जाएगी।

7. यह भी निर्णय लिया गया है कि विभिन्न कल्याणकारी योजनाओं के तहत नौवीं कक्षा तक विभिन्न लाभ प्राप्त कर रहे अनुसूचित जाति/पिछड़े वर्ग से सम्बन्धित विद्यार्थियों के मामले में सरपंच/नम्बरदार/नगर पार्षद द्वारा सत्यापन किये जाने के उपरान्त हैड मास्टर/हैड टीचर द्वारा यह लाभ प्रदान किए जाएंगे तथा स्कूल प्राधिकारियों द्वारा इस कार्य के लिए परिधि राजस्व अधिकारी (तहसीलदार/नायब तहसीलदार) द्वारा जारी जाति प्रमाण पत्रों की मांग नहीं की जाएगी।

8. शैक्षणिक संस्थानों में विभिन्न लाभ प्राप्त करने के लिए विद्यार्थियों को आय प्रमाण-पत्र जारी करने से सम्बन्धित मामले पर विचारोपरान्त यह निर्णय लिया गया है कि भविष्य में शैक्षणिक उद्देश्यों के लिए आय प्रमाण-पत्र (Income Certificate) परिधि राजस्व अधिकारी (सम्बन्धित तहसीलदार/नायब तहसीलदार) द्वारा अन्य उद्देश्यों

के लिए आय प्रमाण-पत्र सम्बन्धित उपमण्डल अधिकारी (नागरिक) द्वारा सभी स्रोतों, जैसे कृषि, व्यापार, व्यवसाय, वेतन आदि से आवेदक की आय का लेखा-जोखा लेकर जारी किए जाएंगे। ग्रामीण क्षेत्रों में रहने वाले आवेदकों के मामले में सम्बन्धित नगर पालिका/परिषद्/निगम के कार्यकारी अधिकारी/सचिव द्वारा सत्यापन किया जाएगा।

9. सरकार के ध्यान में यह भी लाया गया है कि जब पद विज्ञापित किए जाते हैं तो बड़ी संख्या में उम्मीदवार ऐसे पदों के लिए आवेदन करते हैं तथा हरियाणा लोक सेवा आयोग/हरियाणा कर्मचारी चयन आयोग/विभागों द्वारा उम्मीदवारों से रिहायशी/जाति प्रमाण-पत्र एवं अन्य दस्तावेजों की अभिप्रमाणित प्रतियों की मांग की जाती है। इससे बेरोजगार युवकों को वित्तीय कठिनाईयां ही नहीं होती बल्कि कार्यालयों का कार्यभार भी बढ़ जाता है। ऐसी ही स्थिति शैक्षणिक/व्यवसायिक/इंजीनियरिंग संस्थानों में दाखिला लेने के मामले में है। लोगों की सुविधा के लिए यह निर्णय लिया गया है कि नौकरी के लिए आवेदन करने या शैक्षणिक संस्थानों जैसे कि तकनीकी/व्यवसायिक संस्थानों आदि में दाखिले के समय आवेदक द्वारा आवेदन फार्म में अपने आवास एवं जाति बारे स्वयं विवरण देना ही पर्याप्त होगा तथा अन्तिम साक्षात्कार/चयन के समय सक्षम प्राधिकारियों द्वारा जारी जाति एवं रिहायशी प्रमाण-पत्रों सहित अन्य मूल पत्र सम्बन्धित विभाग/संस्थानों द्वारा लिए/परीक्षित/निरीक्षित किए जाएंगे तथा उनकी एक-एक अभिप्रमाणित प्रति रिकार्ड के लिए रखी जाएगी। सरकारी नौकरी में आने से पूर्व उनकी पूर्वगत परिस्थिति के सत्यापन के समय तथ्यों की क्रास चैकिंग/सत्यापन भी किया जाएगा। शैक्षणिक योग्यताओं के लिए डिग्री/अंक सूची/अन्य प्रमाण-पत्रों के लिए भी ऐसी ही प्रणाली अपनाई जाएगी। हरियाणा लोक सेवा आयोग/हरियाणा कर्मचारी चयन आयोग/विभागाध्यक्षों द्वारा इस सम्बन्ध में आवेदन फार्म में सुधार/संशोधन के लिए अपने स्तर पर आवश्यक कार्यवाही करके सरकार को सूचित करें।

इन निर्देशों की कड़ी अनुपालना के लिए इन बारे सबको सूचित किया जाएगा।

भवदीय,

हस्ता./-

विशेष सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/28/2003-3जी.एस.-III

दिनांक : 30 जनवरी, 2004.

इसकी एक-एक प्रति सचिव, सामाजिक न्याय एवं अधिकारिता मन्त्रालय, भारत सरकार, उप सचिव कार्मिक, लोक शिकायत तथा पेंशन मन्त्रालय, (कार्मिक एवं प्रशिक्षण विभाग) नई दिल्ली को सूचनार्थ तथा आवश्यक कार्यवाही हेतु प्रेषित की गई है।

हस्ता./-

विशेष सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/28/2003-3जी.एस.-III

दिनांक : 30 जनवरी, 2004.

इसकी एक-एक प्रति निम्न को सूचनार्थ तथा आवश्यक कार्यवाही हेतु प्रेषित की गई है :--

1. सचिव, हरियाणा लोक सेवा आयोग, चण्डीगढ़।
2. सचिव, हरियाणा कर्मचारी चयन आयोग, चण्डीगढ़।

हस्ता./-

विशेष सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

इसकी एक-एक प्रति हरियाणा सरकार के सभी वित्तायुक्तों एवं प्रधान सचिवों तथा सभी प्रशासकीय सचिवों को सूचनार्थ तथा आवश्यक कार्यवाही हेतु प्रेषित की गई है।

हस्ता./-

विशेष सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी वित्तायुक्त एवं प्रधान सचिव तथा सभी प्रशासकीय आयुक्त एवं सचिव,
हरियाणा सरकार।

अशा: क्रमांक 22/28/2003-3जी.एस.-III

दिनांक : 30 जनवरी, 2004

इसकी एक-एक प्रति प्रधान सचिव/मुख्यमन्त्री के उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्यमन्त्री के विशेष कार्याधिकारी को तथा मुख्यमन्त्री/मन्त्री/राज्य मन्त्रियों के निजी सचिवों को मुख्यमन्त्री/मन्त्री/राज्य मन्त्री, हरियाणा को सूचनार्थ प्रेषित की जाती है।

हस्ता./-

विशेष सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

प्रधान सचिव/मुख्यमन्त्री के उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/
मुख्यमन्त्री के विशेष कार्याधिकारी को तथा मुख्यमन्त्री/मन्त्री/राज्य
मन्त्रियों के निजी सचिवों को मुख्यमन्त्री/मन्त्री/राज्य मन्त्री, हरियाणा।

अशा: क्रमांक 22/28/2003-3जी.एस.-III

दिनांक : 30 जनवरी, 2004

पृ० क्रमांक 22/28/2003-3जी.एस.-III

दिनांक : 30 जनवरी, 2004

इसकी एक प्रति सदस्य सचिव, हरियाणा सार्वजनिक उपक्रम ब्यूरो को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की गई है। उन्हें आवश्यक कार्यवाही हेतु इन निर्देशों की एक-एक प्रति हरियाणा राज्य के सभी बोर्डों/निगमों को प्रेषित करने का आग्रह किया जाता है।

हस्ता./-

विशेष सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/28/2003-3जी.एस.-III

दिनांक : 30 जनवरी, 2004.

इसकी एक-एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है :--

1. निदेशक, स्थानीय निकाय हरियाणा (उनसे अनुरोध है कि इन हिदायतों को राज्य के सभी नगरपालिकाओं/निगमों तथा परिषदों को भेज दिया जाए)।
2. निदेशक, लोक सम्पर्क विभाग हरियाणा को इन हिदायतों को पर्याप्त प्रचार हेतु।

हस्ता./-

विशेष सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

इसकी एक-एक प्रति हरियाणा सिविल सचिवालय के सभी शाखा अधिकारियों/अधीक्षकों/उपाधीक्षकों तथा एफ.सी. कार्यालय को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता./-

विशेष सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी शाखा अधिकारी/अधीक्षक/उप-अधीक्षक हरियाणा सिविल सचिवालय/एफ.सी. कार्यालय।

पृ० क्रमांक 22/28/2003-3जी.एस.-III

दिनांक : 30 जनवरी, 2004

पिछड़ी जाति प्रमाण-पत्र के लिए आवेदन पत्र

सेवा में

श्रीमान तहसीलदार साहब,

-----।

विषय:-- पिछड़ी जाति प्रमाण-पत्र बनवाने बारे।

श्रीमान् जी,

निवेदन यह है कि

1. प्रार्थी/मैं-----पुत्र श्री-----गांव/वार्ड नं०-----
तहसील-----जिला----- (हरियाणा) का स्थाई निवासी है।
प्रार्थी/मैं-----जाति व-----धर्म से सम्बन्ध रखता है जो राज्य सरकार के द्वारा पिछड़ी जाति घोषित की गई है।
प्रार्थी/मैं किसी संवैधानिक पद पर नियुक्त नहीं है।
प्रार्थी/मैं और मेरी पत्नी/पति सीधी भर्ती के क्लास-I सरकारी अधिकारी (आल इण्डिया या राज्य सरकार) नहीं है व न ही क्लास-II अधिकारी है।
प्रार्थी/मैं अन्य पब्लिक सैक्टर अण्डरटेकिंग या प्राइवेट क्षेत्र में भी उपरोक्त -----IV-----में वर्णित पदों के समकक्ष किसी पद पर आसीन नहीं है।
प्रार्थी/मैं भारतीय सेवा के कर्नल या उससे ऊपर के पद या उसके समकक्ष पद पर आसीन नहीं है।
प्रार्थी/मैं के पास कुल मलकियत भूमि-----एकड़-----कनाल है।
प्रार्थी/मैं व उसके परिवार की सभी साधनों से वार्षिक आय-----रुपए है तथा प्रार्थी/मैं की पिछले तीन वर्षों में कुल सम्पत्ति wealth Tax Act में निर्धारित छूट सीमा से कम रही है।
प्रार्थी/मैं राज्य सरकार के पत्र 1170-एस.डब्ल्यू. I-95 दिनांक 7.6.95 के द्वारा जारी हिदायतों अनुसार क्रीमीलेयर में नहीं आता।
प्रार्थी को अपने पुत्र/पुत्री -----के लिए पिछड़ी जाति के प्रमाण-पत्र की आवश्यकता है।
अतः आपसे प्रार्थना है कि मेरे उपरोक्त पुत्र/पुत्री को पिछड़ी जाति प्रमाण-पत्र प्रदान करने की कृपा करें।

प्रार्थी

-----पुत्र-----

तिथि: -----

गांव/वार्ड नं०-----तहसील-----

जिला-----।

हल्फिया ब्यान

मैं-----पुत्र श्री-----पिता/माता/संरक्षक श्री/कुमारी-----
निवासी गांव/वार्ड-----तहसील-----जिला-----शपथपूर्वक ब्यान करता हूं कि
उपरोक्त आवेदन-पत्र में दिए गए तथ्य सही हैं।

शपथकर्ता

तसदीक

तसदीक की जाती है कि उपरोक्त हल्फिया ब्यान में दिए गए तथ्य सही हैं तथा मेरे ज्ञान एवं विश्वास के अनुसार ठीक हैं और
उनमें कुछ छुपाया नहीं गया है।

शपथकर्ता

तसदीक की जाती है कि प्रार्थी-----सुपुत्र-----गांव/वार्ड नं०-----तहसील-----
जिला-----का स्थाई निवासी है और-----उसका पुत्र/पुत्री है। मैं प्रार्थी को जाति तौर से जानता हूं जो--
-----जाति व-----धर्म से सम्बन्ध रखता है। प्रार्थना पत्र में लिखे गए तथ्य सही हैं।

सरपंच/नम्बरदार के हस्ताक्षर व नाम

तसदीक की जाती है कि प्रार्थना-पत्र में दिए गए तथ्य पूछताछ से सही पाये गए हैं।

पटवारी के हस्ताक्षर व नाम

तसदीक की जाती है कि स्कूल में दाखिला रिकॉर्ड अनुसार प्रार्थी की जाति-----व धर्म-----है।

मुख्याध्यापक के हस्ताक्षर व नाम

उपरोक्त रिपोर्टानुसार प्रमाण-पत्र जारी किया जाए व रजिस्टर में दर्ज किया जाए।

हस्ताक्षर

तहसीलदार/नायब तहसीलदार-कम-कार्यकारी
मैजिस्ट्रेट

प्रमाण-पत्र संख्या-----तिथि-----

जारी किया गया।

प्रमाण-पत्र क्लर्क

पिछड़ी जाति प्रमाण-पत्र

यह प्रमाणित किया जाता है कि श्री/श्रीमती/कु०-----सुपुत्र/पत्नी/सुपुत्री श्री-----
 -----गांव/वार्ड नं०-----तहसील/सब तहसील-----जिला-----
 -----(हरियाणा)-----जाति से सम्बन्ध रखता/रखती है जो हरियाणा सरकार द्वारा पिछड़ी जाति
 (ब्लॉक-----) घोषित की गई है। यह भी प्रमाणित किया जाता है कि प्रार्थी राज्य सरकार के पत्र संख्या 1170-
 SW(1)-95 दिनांक 7.6.95 व संख्या 1883/SW(1)-95 दिनांक 28.9.95 द्वारा जारी हिदायतों के अनुसार क्रीमीलेयर में नहीं
 आता।

यह जाति प्रमाण-पत्र जारी होने की तिथि से जीवनपर्यन्त वैध रहेगा।

तहसीलदार/नायब तहसीलदार

तिथि-----

स्थान-----

अनुसूचित जाति प्रमाण-पत्र के लिए प्रार्थना-पत्र

सेवा में

श्रीमान तहसीलदार साहब,
----- ।

विषय :- अनुसूचित जाति प्रमाण-पत्र बनवाने हेतु ।

श्रीमान् जी,

निवेदन यह है कि :-

1. प्रार्थी/मैं-----पुत्र श्री-----गांव/वार्ड नं०-----तहसील-----
जिला----- (हरियाणा) का स्थाई निवासी है ।
2. प्रार्थी/मैं-----जाति से सम्बन्ध रखता है जो हरियाणा सरकार के द्वारा अनुसूचित जाति घोषित की गई है ।
3. प्रार्थी/मैं-----धर्म से सम्बन्ध रखता है ।
4. प्रार्थी/मुझ को अपने पुत्र/पुत्री-----के लिए जाति प्रमाण-पत्र की आवश्यकता है । अतः आपसे प्रार्थना है कि मेरे पुत्र/पुत्री को अनुसूचित जाति प्रमाण-पत्र प्रदान करने की कृपा करें ।

प्रार्थी

-----पुत्र-----

तिथि : -----गांव/वार्ड नं०-----तहसील-----

जिला----- ।

हल्फिया ब्यान

मैं-----पुत्र श्री-----पिता/माता/संरक्षक श्री/कुमारी-----
निवासी गांव/वार्ड-----तहसील-----जिला-----शपथपूर्वक ब्यान करता हूँ कि
उपरोक्त आवेदन-पत्र में दिए गए तथ्य सही हैं।

शपथकर्ता

तसदीक

तसदीक की जाती है कि उपरोक्त हल्फिया ब्यान में दिए गए तथ्य सही हैं तथा मेरे ज्ञान एवं विश्वास के अनुसार ठीक हैं और
उनमें कुछ छुपाया नहीं गया है।

शपथकर्ता

तसदीक की जाती है कि प्रार्थी-----सुपुत्र-----गांव/वार्ड नं०-----तहसील-----
जिला-----का स्थाई निवासी है और-----उसका पुत्र/पुत्री है। मैं प्रार्थी को जाति तौर से जानता हूँ जो--
-----जाति व-----धर्म से सम्बन्ध रखता है। प्रार्थना पत्र में लिखे गए तथ्य सही हैं।

सरपंच/नम्बरदार के हस्ताक्षर व नाम

तसदीक की जाती है कि प्रार्थना-पत्र में दिए गए तथ्य पूछताछ से सही पाये गए हैं।

पटवारी के हस्ताक्षर व नाम

तसदीक की जाती है कि स्कूल में दाखिला रिकॉर्ड अनुसार प्रार्थी की जाति-----व धर्म-----है।

मुख्याध्यापक के हस्ताक्षर व नाम

उपरोक्त रिपोर्टनुसार प्रमाण-पत्र जारी किया जाए व रजिस्टर में दर्ज किया जाए।

हस्ताक्षर

तहसीलदार/नायब तहसीलदार-कम-कार्यकारी
मैजिस्ट्रेट

प्रमाण-पत्र संख्या-----तिथि-----

जारी किया गया।

प्रमाण-पत्र क्लर्क

अनुसूचित जाति प्रमाण-पत्र

यह प्रमाणित किया जाता है कि-----सुपुत्र/सुपुत्री श्री-----निवासी-----
गांव/वार्ड नं०-----तहसील-----जिला----- (हरियाणा)-----जाति से
सम्बन्ध रखता है जो The Constitution (Scheduled Castes) Order, 1950 के अन्तर्गत अनुसूचित जाति घोषित की गई
है।

यह जाति प्रमाण-पत्र जीवनपर्यन्त वैद्य रहेगा।

तहसीलदार/नायब तहसीलदार

तिथि-----

स्थान-----

***AFFIDAVIT OF THE PARENT/GUARDIAN TO BE ATTESTED BY
EXECUTIVE MAGISTRATE/OATH COMMISSIONER/NOTARY PUBLIC***

I _____ father/mother/guardian _____ of Miss/
Mr. _____ resident of _____ do hereby solemnly State
and affirm as under :—

1. That I am a citizen of India ;
2. That neither the deponent nor the Child/ward of the deponent have obtained
the benefit of Residence in any other State.

Dated :

DEPONENT

VERIFICATION

Verified that the contents of my above affidavit are true and correct to the best of
my knowledge and belief and nothing has been concealed therefrom.

Dated :

DEPONENT

***RESIDENCE CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/
HEADMASTERS OF THE GOVERNMENT/RECOGNISED SCHOOL/
COLLEGE.***

It is certified that Miss/Mr. _____ D/o Sh. _____
has been a student of this School/College for a period of _____ Year,
from _____ to _____. He left the School/College on _____.

Dated :

**Signature of Principal/Headmaster of
the School/College (with Seal)**

RESIDENCE CERTIFICATE TO BE ISSUED BY HEAD OF DEPARTMENT

Certified that Sh._____ S/o Sh._____ father of Miss/Mr._____ is an employee of the_____ (Name of office)_____ of Haryana Government. He is working as_____, and is posted at_____. He has more than three years service at his credit.

Place :
Dated :

Head of the Department
(with Seal)

RESIDENCE CERTIFICATE TO BE ISSUED BY RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF THE EMPLOYEES OF GOVERNMENT OF INDIA.

Certified that Sh._____ S/o Sh._____ father of Miss/Mr._____ is an employee of Government of India working as_____. He has been posted at Chandigarh/Haryana in connection with the affairs of Haryana Government for the past three years.

Dated :

Head of the Department
(with Seal)

RESIDENCE CERTIFICATE TO BE ISSUED BY THE DEPUTY COMMISSIONER, SUB DIVISIONAL OFFICER (CIVIL), G.A. TO D.C. D.R.O. EM AND TEHSILDAR.

Certified that Sh._____ S/o Sh._____ father/Gardian of Miss/Mr._____ hold (name of Child/ward with full address) immovable property at_____ (place and District) in the State of Haryana for the past_____ years.

OR

Certified that Miss/Mr. _____ S/o Sh. _____ resident
of _____ was born in Haryana as per birth certificate.

Dated :

Signature of the Authority
(mentioned above)
(with Seal)

**The validity of Resident Certificate shall be as long as the holder of this
certificate maintains his residential address in Haryana State.**

**PERFORMA OF REGISTER TO BE MAINTAINED BY THE ISSUING AUTHORITY
(TEHSILDAR/NAIB TEHSILDAR)**

Sr.No. of certificate issued	Date	Name of the Applicant & Address	Verification done by Name			Signature of issuing Authority
			Sarpanch/Nambardar	Patwari	Headmaster	

क्रमांक 22/28/2003-3जी.एस.।।।

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. हरियाणा के सभी विभागाध्यक्ष।
2. रोहतक, गुड़गांव, हिसार एवं अम्बाला मण्डलों के आयुक्त।
3. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय, चण्डीगढ़।
4. हरियाणा के सभी उपायुक्त।
5. रजिस्ट्रार महर्षि दयानन्द विश्वविद्यालय, रोहतक, कुरुक्षेत्र विश्वविद्यालय कुरुक्षेत्र, चौधरी चरण सिंह हरियाणा कृषि विश्वविद्यालय, हिसार, गुरु जम्भेश्वर विश्वविद्यालय, हिसार तथा चौधरी देवीलाल विश्वविद्यालय, सिरसा (हरियाणा)।

दिनांक, चण्डीगढ़ : 17 जून, 2004

विषय : -- कार्यालयों में रिहायशी/आय प्रमाण-पत्र तथा अनुसूचित जातियों एवं पिछड़े वर्गों के जाति प्रमाण-पत्र जारी करने से सम्बन्धित प्रक्रिया को सुचारु बनाने बारे।

महोदय,

मुझे निदेश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान सरकार के पत्र क्रमांक 22/28/2003-3 जी०एस०।।।, दिनांक 30-1-2004 की ओर दिलाऊँ जिसमें विभागाध्यक्षों को जाति प्रमाण पत्र तथा रिहायशी प्रमाण पत्र जारी करने बारे अधिकृत किया गया था और कहूँ कि इस बारे में विभिन्न विभागाध्यक्षों से प्रस्ताव प्राप्त हो रहे थे कि उन्हें जाति प्रमाण पत्र तथा रिहायशी प्रमाण पत्र जारी करने में कठिनाई आ रही है। सरकार द्वारा मामले पर पुनः विचार किया गया है तथा इस सम्बन्ध में निम्न प्रकार से निर्णय लिया गया है :--

1. हिदायतें दिनांक 30-1-94 के पैरा -II के सन्दर्भ में स्पष्ट किया जाता है कि चण्डीगढ़/पंचकुला के कार्यालयों में कार्यरत सभी कर्मचारियों को चाहे वे कहीं भी रहे हों, को रैजिडेंट सर्टीफिकेट और जाति प्रमाण पत्र विभागाध्यक्ष द्वारा जारी किया जाएगा।
2. पिछड़ी जाति प्रमाण पत्र के लिए आवेदन पत्र को जो प्रोफार्मा हिदायतों में दिया गया है उसमें सुधार किया गया और संशोधित प्रोफार्मा भी संलग्न है। यह स्पष्ट किया जाता है कि यह प्रमाण पत्र कर्मचारी की सेवा पंजी के आधार पर या सरकार की हिदायतों के आधार पर कर्मचारी द्वारा उसकी जाति के सम्बन्ध में दिए गए शपथ पत्र के अनुसार जारी किया जाएगा चाहे वह कर्मचारी हरियाणा का मूल निवासी है या नहीं है। यदि पिछड़े वर्ग के कर्मचारी सेवापंजी में सेवा में आने के समय जाति का प्रमाण पत्र उपलब्ध है तो उससे इस सम्बन्ध में शपथपत्र लेने की आवश्यकता नहीं है। यदि कर्मचारी की सेवापंजी में जाति प्रमाण पत्र उपलब्ध नहीं है या जाति दर्ज नहीं है तो कर्मचारी से शपथपत्र प्राप्त करने उपरान्त पिछड़े वर्ग

का जाति प्रमाण पत्र जारी किया जा सकता है लेकिन कर्मचारी को 3 महीने के भीतर मूल/डुप्लीकेट प्रमाण पत्र सक्षम प्राधिकारी से प्राप्त करके विभाग को देना होगा।

3. अनुसूचित जाति प्रमाणपत्र के लिए प्रार्थनापत्र प्रोफार्मा भी संशोधित किया गया है जो संलग्न है। अनुसूचित जाति प्रमाणपत्र जारी किए जाने के बारे में यह स्पष्ट किया जाता है कि जो कर्मचारी हरियाणा में कार्यरत है और वह पंजाब, हिमाचल प्रदेश, उत्तर प्रदेश, राजस्थान इत्यादि राज्यों के निवासी हैं, के सम्बन्ध में स्पष्ट किया जाता है कि जो जाति हरियाणा में अनुसूचित जाति घोषित की गई है और अन्य राज्यों में भी अनुसूचित जाति घोषित है, को विभागाध्यक्षों द्वारा अनुसूचित जाति के प्रमाण पत्र प्रदान किया जाएगा तथा प्रमाण पत्र में यह दर्शाया जाएगा कि कर्मचारी को अनुसूचित जाति का प्रमाण पत्र किस सक्षम अधिकारी द्वारा प्रदान किया गया था। यदि कर्मचारी दूसरे राज्यों से सम्बन्ध रखते हैं और उसकी सेवापंजी में उसका जाति प्रमाणपत्र उपलब्ध है तो उसके आधार पर जाति प्रमाणपत्र जारी किया जा सकता है। यदि कर्मचारी की सेवापंजी में जाति प्रमाणपत्र उपलब्ध नहीं है या जाति दर्ज नहीं है तो उससे शपथपत्र प्राप्त करने उपरान्त जाति प्रमाण पत्र जारी किया जा सकता है बशर्ते कि उक्त जाति हरियाणा राज्य की अनुसूचित जाति में शामिल की गई हो लेकिन कर्मचारी को 3 महीने के भीतर मूल/डुप्लीकेट प्रमाण पत्र सक्षम प्राधिकारी से प्राप्त करके विभाग को देना होगा।

4. अनुसूचित जाति प्रमाण पत्र और पिछड़ी जाति के प्रमाण पत्र का प्रोफार्मा भी संशोधित किया गया है जो संलग्न है। इस सम्बन्ध में स्पष्ट किया जाता है कि जिस बच्चे के नाम जाति प्रमाण पत्र और रेजिडेंट प्रमाण पत्र का आवेदन किया गया हो उस बच्चे के दो फोटोग्राफ भी आवेदन पत्र के साथ लगाए जाएंगे ताकि उसी बच्चे के नाम का वांछित प्रमाण पत्र जारी किया जा सके।

इन निर्देशों की कड़ी अनुपालना के लिए इन बारे सबको सूचित कर दिया जाए।

भवदीय,

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/28/2003-3 जी०एस० III

दिनांक : 17-6-2004

इसकी एक-एक प्रति निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की गई है :-

1. सचिव, हरियाणा लोक सेवा आयोग, चण्डीगढ़।
2. सचिव, हरियाणा कर्मचारी चयन आयोग, चण्डीगढ़।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

इसकी एक-एक प्रति हरियाणा सरकार के सभी वित्तायुक्तों एवं प्रधान सचिवों तथा सभी प्रशासकीय सचिवों को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी वित्तायुक्त एवं प्रधान सचिव तथा सभी प्रशासकीय सचिव,
हरियाणा सरकार।

अशा: क्रमांक 22/28/2003-3 जी. एस. III

दिनांक, 17-6-2004.

इसकी एक-एक प्रति मुख्य मंत्री के प्रधान सचिव/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्यमंत्री के विशेष कार्याधिकारी को तथा मुख्यमंत्री/मंत्री जी राज्यमन्त्रियों के निजी सचिवों को मुख्यमंत्री/मंत्री/राज्य मंत्री, हरियाणा के सूचनार्थ प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

मुख्य मंत्री के प्रधान/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्यमंत्री के विशेष कार्याधिकारी को तथा मुख्यमंत्री/मंत्री/राज्य मन्त्रियों के निजी सचिवों को मुख्यमंत्री/मंत्री/राज्य मंत्री, हरियाणा।

अशा: क्रमांक 22/28/2003-3 जी. एस. III दिनांक: 17-6-2004.

पृ० क्रमांक 22/28/2003-3जी.एस III

दिनांक: 17-6-2004

इसकी एक प्रति सदस्य सचिव, हरियाणा सार्वजनिक उपक्रम ब्यूरो को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/28/2003-3जी.एस III

दिनांक: 17-6-2004

इसकी एक-एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है :--

1. निदेशक, स्थानीय निकाय हरियाणा (उनसे अनुरोध है कि इन हिदायतों को राज्य के सभी नगरपालिकाओं/निगमों तथा परिषदों को भेज दिया जाए)।
2. निदेशक, लोक सम्पर्क विभाग हरियाणा को इन हिदायतों को पर्याप्त प्रचार हेतु।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

इसकी पांच-पांच प्रतियां हरियाणा सिविल सचिवालय के सभी शाखा अधिकारियों/अधीक्षकों/उपाधीक्षकों तथा एफ०सी० कार्यालय एवं आवश्यक कार्यवाही हेतु प्रेषित की जाती है।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी शाखा अधिकारी/अधीक्षक/उप-अधीक्षक हरियाणा सिविल
सचिवालय/एफ.सी. कार्यालय।

अशा: क्रमांक 22/28/2003-3 जी.एस-III

दिनांक : 17-6-2004

पू० क्रमांक 22/28/2003-3 जी०एस० II

दिनांक : 17-6-2004

इसकी एक-एक प्रति निम्नलिखित को सूचना एवं आवश्यक कार्यवाही हेतु भेजी जाती है।

1. प्रिंसीपल,
लेखा प्रशिक्षण संस्थान, 39-40 बेज, काडा भवन, सैक्टर-4,
पंचकुला।
2. प्रिंसीपल मण्डलीय,
प्रशिक्षण केन्द्र, एस.सी.ओ. नं. 11,
सैक्टर-16, पंचकुला।

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते : मुख्य सचिव, हरियाणा सरकार।

Application for Caste Certificate of Backward Classes

To

Head of the Department
Department_____

Subject :— Issuance of Caste Certificate of Backward Classes.

Sir,

It is respectfully submitted that :—

1. I am Haryana Government Employee since.....and presently working as.....in.....Branch/Office,
.....
2. My permanent address is.....
.....
3. My present address is.....
.....
.....
4. I belong to.....caste which has been declared as Backward Classes Block
.....by the Haryana Government.
5. I belong to.....Religion.
6. My wife and I are neither directly recruited Class-I Government Officer (All India or State Government) nor Class-II Officer.
7. I am owner of land measuringAcres.....Kanal.
8. My and my family's annual income from all source is Rs.....and during last three years my total property has remained less than the prescribed limit of Wealth Tax Act.
9. I do not fall under creamy layer category as per the instructions issued by the State Government vide letter 1170-SW(I)-95, dated 7-6-95.
10. I need Caste Certificate for my son/daughter Mister/Miss.....
11. An Affidavit of mine in support of this Application is also attached herewith.

Therefore, it is requested that 'Caste Certificate of Backward Classes' may please be issued to my son/daughter Mister/Miss.....

Yours faithfully,

(Signature of Applicant)

Dated.....

Place.....

Applicant's full name:.....

Father's Name :.....

Date of Joining in Haryana Government

Service:.....

Post and Branch /Office :.....

AFFIDAVIT

I,son/daughter of Shri
.....father /mother/guardian of
Mister/Miss..... working as.....
inBranch/Office,presently resident of House
No.....Sector.....Chandigarh/Panckula to hereby
solemnly affirm and state that contents of my application datedfor
issuance of 'Caste Certificate of Backward Classes' are correct.

Dated :.....

DEPONENT

Place:.....

VERIFICATION :

Verified that contents given above are true and correct to the best of my knowledge and belief and nothing has been concealed therein. If at any stage either of the contents found incorrect/false, I shall be liable to face punishment/action under section 182 of Indian Penal Code, 1860 (Act 45 of 1860)

Dated :.....

DEPONENT

Place:.....

Caste Certificate of Backward Classes

It is certified that Sh./Smt.....father / mother/
guardian of Mister/Miss.....is an employee of Haryana Government
since and is working as..... in
.....As per record/affidavit given by him, he
belongs tocaste, which has been declared as Backward Class Block
.....by the Haryana Government. As such Mister/Miss.....belongs to
.....Caste. As per the State Government instructions issued by vide letter No.
1170-SW (I)-95, dated 7-6-95 and No. 1883/SW (I) 95, dated 28-9-95, his father/mother does not fall
under creamy layer category.

This certificate has been issued under Haryana Government instructions No. 22/28/2003-
3GS-III, dated 30-1-2004 and shall remain valid from the date of issue till the father/mother of
Mister/Miss.....does not fall into creamy layer category.

Dated :

Seal of

Place:

Head of Department.

Application for Caste Certificate of Sheduled Caste

To

Head of the Department
Department_____

Subject :— **Issuance of Caste Certificate of Sheduled Caste.**

Sir,

It is respectfully submitted that :—

1. I am Haryana Government Employee since.....and presently working as.....in.....Branch/Office,
.....
2. My permanent address is.....
.....
.....
3. My present address is.....
.....
.....
4. I belong to.....caste which has been declared as Scheduled Caste Block..... by.....by the Haryana Government.
5. I belong to.....Religion.
6. I need Caste Certificate for my son/daughter Mister/Miss.....
7. An Affidavit of mine in support of this Application is also attached herewith.

Therefore, it is requested that 'Caste Certificate of Scheduled Caste' may please be issued to my son/daughter Mister/Miss.....

Yours faithfully,

Dated.....

(Signature of Applicant)

Place.....

Applicant's full name:.....

Father's Name :.....

Date of Joining in Haryana Government

Service:.....

Post and Branch /Office :.....

AFFIDAVIT

I,son/daughter of Shri
.....father /mother/guardian of
Mister/Miss..... working as.....
inBranch/Office,do hereby solemnly
affirm and state that contents of my application datedfor issuance
of 'Caste Certificate of Scheduled Caste' are correct.

Dated :.....

DEPONENT

Place:.....

VERIFICATION :

Verified that contents given above are true and correct to the best of my knowledge and belief and nothing has been concealed therein. If at any stage either of the contents found incorrect/false, I shall be liable to face punishment/action under section 182 of Indian Penal Code, 1860 (Act 45 of 1860)

Dated :.....

DEPONENT

Place:.....

CASTE CERTIFICATE OF SCHEDULED CASTE

It is certified that Sh./Smt.....father / mother/
guardian of Mister/Miss.....is an employee of Haryana Government
since and is working as..... in
.....Branch/office,.....As per record/affidavit
given by him, he belongs tocaste, which has been declared
as Scheduled Caste as per the Constitution (Scheduled Castes) Order, 1950 as amended from time
to time. This caste falls in Block.....of Scheduled Caste as per Haryana Government
instructions issued vide No.datedAs such Mister/
Miss.....belongs to.....Caste.

This certificate has been issued under Haryana Government instructions No. 22/28/2003-
3GS-III, dated 30-1-2004 and shall remain valid from the date of issue till this caste is not removed
from the Schedule of the Constitution.

Dated :.....

Seal of

Place:.....

Head of Department.

क्रमांक 22/22/2004-3जी.एस.।।।

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. हरियाणा के सभी विभागाध्यक्ष।
2. रोहतक, गुड़गांव, हिसार एवं अम्बाला मण्डलों के आयुक्त।
3. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय, चण्डीगढ़।
4. हरियाणा के सभी उपायुक्त।
5. रजिस्ट्रार महर्षि दयानन्द विश्वविद्यालय, रोहतक, कुरुक्षेत्र विश्वविद्यालय कुरुक्षेत्र, चौधरी चरण सिंह हरियाणा कृषि विश्वविद्यालय, हिसार, गुरु जम्भेश्वर विश्वविद्यालय, हिसार तथा चौधरी देवीलाल विश्वविद्यालय, सिरसा (हरियाणा)।

दिनांक, चण्डीगढ़ : 30 जुलाई, 2004

विषय : -- अन्य पिछड़े वर्गों (ओ०बी०सी०) के आरक्षण के दायरे से सामाजिक रूप से उन्नत व्यक्तियों / वर्गों (सम्पन्न वर्गों) को बाहर रखने के लिए आय के मानदण्डों में संशोधन।

महोदय,

मुझे निर्देश हुआ है कि मैं आपका ध्यान सरकार के पत्र क्रमांक 22/51/93-3 जी०एस०।।।, दिनांक 12-5-94 की ओर दिलाऊँ तथा भारत सरकार कार्मिक, लोक शिकायत तथा पेंशन मन्त्रालय (कार्मिक और प्रशिक्षण विभाग) से प्राप्त पत्र संख्या 36033/3/2004-स्थापना (आरक्षण), दिनांक 15-3-2004 (अनुलग्नक सहित) की प्रति पालना हेतु भेजूँ जिस द्वारा अन्य पिछड़े वर्गों में से सम्पन्न वर्गों का निर्धारण करने के लिए आय की सीमा को एक लाख से बढ़ाकर 2.5 लाख रुपए करने का निर्णय लिया गया है।

कृपया इन हिदायतों की दृढ़ता से पालना की जाए।

भवदीय,

हस्ता/-

उप सचिव, सामान्य प्रशासन,
कृते: मुख्य सचिव, हरियाणा सरकार।

Copy of letter No. 36033/3/2004 Estt. (Res.), dated 15-03-2004 from Deputy Secretary to Government of India Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training to The Chief Secretary to Government Haryana.

Subject :- **Revision of Income criteria to exclude socially advanced persons/sections (Creamy Layer) from the purview of reservation for Other Backward Classes (OBCs).**

Sir,

I am directed to forward herewith a copy of this Department's OM No. 36033/3/2004-Estt. (Res.) dated the 9th March, 2004 on the above noted subject for information and necessary action.

संख्या- 36033/3/2004-स्थापना (आरक्षण)
भारत सरकार
कार्मिक, लोक-शिकायत तथा पेंशन-मन्त्रालय
(कार्मिक और प्रशिक्षण विभाग)

नॉर्थ ब्लॉक, नई दिल्ली, दिनांक 9 मार्च, 2004

कार्यालय-ज्ञापन

विषय: -- अन्य पिछड़े वर्गों (ओ०बी०सी०) के आरक्षण के दायरे से सामाजिक रूप से उन्नत व्यक्तियों /वर्गों (सम्पन्न वर्गों) को बाहर रखने के लिए आय के मानदण्डों में संशोधन।

अधोहस्ताक्षरी को इस विभाग के दिनांक 8 सितम्बर, 1993 के कार्यालय ज्ञापन संख्या 36012/22/93-स्थापना (अनु० जा०) की ओर ध्यान आकृष्ट करने का निदेश हुआ है, जिसमें अन्य बातों के साथ-साथ यह प्रावधान है कि उन व्यक्तियों के पुत्र और पुत्रियां जिनकी लगातार तीन वर्षों तक की कुल वार्षिक आय, एक लाख रुपए अथवा उससे अधिक है, सम्पन्न वर्गों में आते हैं और वे, अन्य पिछड़े वर्गों को उपलब्ध आरक्षण के लाभ को प्राप्त करने के हकदार नहीं हैं। अन्य पिछड़े वर्गों में से सम्पन्न वर्गों का निर्धारण करने के लिए आय की सीमा को एक लाख से बढ़ाकर 2.5 लाख रुपए करने का निर्णय लिया गया है। तदनुसार उपर्युक्त संदर्भित कार्यालय ज्ञापन की अनुसूची की श्रेणी VI की विद्यमान प्रविष्टि के स्थान पर एतद्वारा निम्नलिखित प्रविष्टि प्रतिस्थापित की जाती है।

श्रेणी	श्रेणी का विवरण	वे व्यक्ति जिन पर आरक्षण के क्षेत्र से बाहर रखे जाने का नियम लागू होगा
	आय/सम्पत्ति का निर्धारण	(क) उन व्यक्तियों के पुत्र और पुत्रियां जिनकी लगातार तीन वर्षों तक की कुल वार्षिक आय 2.5 लाख रुपए अथवा उससे अधिक है अथवा सम्पत्ति कर अधिनियम में यथा-निर्धारित छूट सीमा से अधिक की सम्पत्ति रखते हैं। (ख) श्रेणी I,II,III और IV क, में आने वाले ऐसे व्यक्ति जो आरक्षण का लाभ पाने के हकदार हैं, परन्तु जिनकी अन्य स्रोतों से आय अथवा सम्पत्ति जो उन्हें उपर्युक्त (क) में उल्लिखित आय/सम्पत्ति के मानदण्ड के भीतर लागी, के पुत्र और पुत्रियां। स्पष्टीकरण वेतन अथवा कृषि भूमि से प्राप्त आय को नहीं जोड़ा जाएगा।

2. इस कार्यालय ज्ञापन के प्रावधान 4 फरवरी, 2004 से लागू होंगे।
3. सभी मंत्रालयों/विभागों से अनुरोध है कि वे इस कार्यालय ज्ञापन की विषय वस्तु को सभी सम्बन्धित व्यक्तियों की जानकारी में ला दें।

(के०जी० वर्मा०)

भारत सरकार के उप सचिव
दूरभाष--23092797

सेवा में

1. भारत सरकार के सभी मंत्रालय/विभाग।
2. आर्थिक कार्य-विभाग (बैंकिंग प्रभाग), नई दिल्ली।
3. आर्थिक कार्य-विभाग (बीमा-प्रभाग), नई दिल्ली।
4. लोक उद्यम-विभाग, नई दिल्ली।
5. रेल-बोर्ड।
6. संघ-लोक-सेवा-आयोग भारत का उच्चतम न्यायालय/निर्वाचन-आयोग/लोक-सभा-सचिवालय/राज्य-सभा-सचिवालय/मंत्रीमण्डल-सचिवालय/केन्द्रीय सतर्कता-आयोग/राष्ट्रपति-सचिवालय/प्रधान मंत्री-कार्यालय/योजना-आयोग।
7. कर्मचारी-चयन-आयोग, केन्द्रीय सरकार-कार्यालय-परिसर, लोदी रोड, नई दिल्ली।
8. सामाजिक न्याय और अधिकारिता मंत्रालय, शास्त्री भवन, नई दिल्ली।
9. राष्ट्रीय अनुसूचित जाति और अनुसूचित जनजाति-आयोग, लोक नायक भवन, नई दिल्ली।
10. राष्ट्रीय पिछड़ा वर्ग आयोग, त्रिकूट-1, भीकाजी कामा प्लेस, रामकृष्णपुरम, नई दिल्ली।
11. भारत के नियन्त्रक तथा महालेखा परीक्षक, 10, बहादुरशाह जफर मार्ग, नई दिल्ली-110002।
12. सूचना और सुविधा केन्द्र, कार्मिक और प्रशिक्षण विभाग, नार्थ ब्लॉक, नई दिल्ली।
13. अतिरिक्त प्रतियां-400

Copy of letter No. 36033/3/2004-Estt. (Res.), dated 9-3-2004 from Deputy Secretary to Government of India Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training to the Chief Secretary to Government Haryana.

Subject :— Revision of Income criteria to exclude socially advanced persons/section (Creamy Layer) from the purview of reservation for other Backward Classes (OBCs).

The undersigned is directed to invite attention to this department's O.M. No. 36012/22/93-Estt. (SCT) dated 8th September, 1993 which interalia provides that sons and daughters of persons having gross annual income of Rs. 1 lakh or above for a period of three consecutive years fall within the creamy layer and are not entitled to get the benefit of reservation available to the Other Backward Classes. It has been decided to raise the income limit from Rs. 1 Lakh to Rs. 2.5 lakh for determining the creamy layer amongst the OBCs. Accordingly the following entry is hereby substituted for the existing entry against category VI in the Schedule to the above referred O.M. :

<u>Category</u>	<u>Description of Category</u>	<u>To whom the rules of exclusion will apply</u>
VI	INCOME/WEALTH	Son(s) and daughter(s) of
	TEST	(a) Persons having gross annual income of Rs. 2.5 lakh or above or possessing wealth above the exemption limit as prescribed in the wealth Tax Act for a period of three consecutive years.
		(b) Persons in Categories I, II, III and IV A who are not disentitled to the benefit of reservation but have income from other sources or wealth which will bring them within the income/wealth criteria mentioned in (a) above.
		<u>Explanation :</u>
		Income from salaries or agricultural land shall not be clubbed :

- The provisions of this Office Memorandum take effect from the 4th February, 2003.
- All the Ministries/Departments are requested to bring the contents of this office Memorandum to the notice of all concerned.

No. 22/16/99-3GSIII

From

The Chief Secretary to Government Haryana.

To

All the Deputy Commissioners and all Sub Divisional Officers
(Civil) in Haryana State.

Dated, Chandigarh, the 13-7-05

Subject:- Regarding issuance of forged/false Scheduled Tribes Certificates.

Sir,

I am directed to refer to the subject noted above and to say that Government of India, Ministry of Personnel, Public Grievances and Pensions, New Delhi has informed that in a Civil Writ Petition No. 5976 of 2003 filed by Sh. Chandreshwar Prasad before High Court of Delhi, the petitioner alleged that a large number of candidates had obtained employment under Government of India/ Government of National Capital Territory of Delhi or its agencies on forged/false Scheduled Tribe (ST) certificate thereby denying genuine ST candidates their right. The High Court has directed the Government of India to devise a credible mechanism to ensure that such people are detected and are dealt with in accordance with law.

2. The Chief Vigilance Officers of Ministries/Departments of the Government of India have been directed to collect ST certificate of all those who have been appointed in the Ministries/ Departments or their agencies including CPSUs since 1995 on the strength of ST certificates.

3. You are requested to take prompt action, whenever they are approached by any Ministry/Department or agencies including Central PSU of the Government of India regarding verification of ST certificates.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners & Principal Secretaries/ Commissioners & Secretaries to Government Haryana for information.

Sd/-

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

U.O.No. 22/16/99-3GSIII

Dated, Chandigarh, the 13-7-05

Endst.No.22/16/99-3GSIII

Dated, Chandigarh, the 13-7-05

A copy is forwarded to the Secretary, Government of India, Ministry of Personnel, Public Grievances and Pensions, New Delhi- 110 001 for information with reference to his D.O. No.230/08/2005- AVD.II, dated 20.06.2005.

Sd/-

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

No. 22/79/2006-3GSIII

From

The Chief Secretary to Government Haryana

To

1. All the Heads of Departments, Commissioners, Ambala, Rohtak, Gurgaon & Hisar Divisions.
2. The Registrar, Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State.
4. All Managing Directors/Heads of Various Boards and Corporations in Haryana.

Dated Chandigarh, the 9th November, 2006

Subject:- Issuing of Caste/Community Certificate to S.C./ST and OBC for Central Govt. Service.

Sir,

I am directed to refer to State Govt. letter No.22/51/93-3GS-III dated 14.10.1997 on the subject noted above *vide* which a copy of D.O. letter No.6/17/97-P&P-I, dated 15.9.1997 with its enclosures received from Sh. B. Shankaran, Chairman, Govt. of India, Staff Selection Commission, New Delhi was sent to all the concerned for issuing Caste Community Certificate in respect of S.C./S.T. and OBC in the prescribed proforma for getting jobs in Govt. of India. From the proforma enclosed with the above communication, it is evident that the SC/ST and OBC Certificate is required to be issued on the basis of caste of father of the applicant.

2. Accordingly I am further directed to request you to bring these instructions to the notice of all concerned for being adhered to strictly.

Yours faithfully

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

A copy each is forwarded to all the Financial Commissioners and Principal Secretaries/Commissioners and Secretaries to Government Haryana for information and necessary action.

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

To

All the Financial Commissioners and Principal Secretaries/Commissioners &
Secretaries to Govt. Haryana.

U.O. NO. 22/59/2002-3GS-III

Dated Chandigarh, the 9th November, 2006

Endst. No. 22/59/2002-3GS-III

Dated Chandigarh, the 9th November, 2006

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises,
Chandigarh for information and necessary action.

Sd/-

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

Endst. No. 22/59/2002-3GS-III

Dated Chandigarh, the 9th November, 2006

A copy is forwarded to the Secretary, State Information Commissioner, Haryana, SCO
No. 70-71, 1st Floor, Sector-8, Chandigarh for information and necessary action.

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

No.22/16/99-3GS-III

From

The Chief Secretary to Government Haryana

To

All Deputy Commissioners and all Sub Divisional Officers (Civil)
in Haryana State.

Dated Chandigarh, the 21.6.2007

Subject: Regarding issuance of forged/false SC/ST/OBC certificates.

Sir,

I am directed to invite your attention to Haryana Government letter No.22/16/99-3GSIII, dated 13.7.2005 on the subject noted above and to enclose a copy of Govt. of India, Ministry of Personnel, P.G. & Pensions, Department of Personnel & Training's letter No.36022/1/2007-Estt. (Res.) dated 20.3.2007 for immediate compliance in connection with issue of Scheduled Castes/ Scheduled Tribes and Other Backward Classes Certificate.

Yours faithfully,

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government Haryana for information.

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

To

1. All the Financial Commissioners and Principal Secretaries to Government Haryana to Government Haryana.
2. All the Commissioners and Secretaries to Government Haryana

U.O.No.22/16/99-3GS-III

Dated Chandigarh, the 21st June, 2007

Endst.No. 22/16/99-3GS-III

Dated Chandigarh, the 21st June, 2007

A copy is forwarded to the Joint Secretary, Govt. of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, New Delhi for information with reference to his letter No.36022/1/2007-Estt.(Res.), dated 20.12.2007.

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

Copy of letter No.36022/1/2007-Estt.(Res.) dated 20.3.2007 received from Joint Secretary, Govt. of India, Ministry of Personnel, Public Grievances and Pensions Department of Personnel & Training, New Delhi to The Chief Secretaries to all State Governments.

Subject: Verification of claims of candidates to belong to Scheduled Castes, Scheduled Tribes and Other Backward Classes.

It has been brought to the notice of this Department that some candidates manage to secure employment under the Government against the vacancies reserved for SCs/STs/OBCs on the basis of false/forged caste/community certificates. It is a serious matter which can only be tackled with the cooperation of the State Government.

2. Instructions issued by this Department require the appointing authorities to verify the caste status of SC/ST/OBC candidates at the time of initial appointment. Accordingly, the concerned appointing authorities, at the time of initial appointment of SC/ST/OBC candidates against vacancies reserved for them, make a request to the concerned district authorities to certify the veracity of caste/community certificate produced by the candidate. Many a time, the district authorities take unduly long time to respond. Where verification is not completed in time, the candidates are given appointment on provisional basis pending verification of their caste status. Some candidates continue to hold the post on the basis of false/forged certificates in the absence of proper response from district authorities. Chances of collusion of the candidate with some unscrupulous employee(s) at the district level cannot also be ruled out.

3. I am directed to request you to streamline the system so that the unscrupulous non-SC/ST/OBC persons are prevented from securing jobs meant for SCs/STs/OBCs 'by producing false certificates. It would be appreciated if you could issue instructions to the District Magistrates/District Collectors/Deputy Commissioners of the districts to the effect that they should ensure at their own level that veracity of the caste/community certificate referred to the district authorities, as stated above, is verified, and reported to the appointing authority within one month of receipt of request from such authority. In order to rule out collusion between candidates holding false/forged certificate and employees at the district level or sub-district level, disciplinary proceedings may be initiated against officers who default in timely verification of caste status in such cases or issue false certificates.

No.22/I 6199-3GSIII

From

The Chief Secretary to Government Haryana

To

1. All Heads of Departments in Haryana.
2. The Commissioners, Rohtak, Gurgaon, Hisar and Ambala Divisions.
3. The Registrar, Punjab and Haryana High Court.
4. All Deputy Commissioners in Haryana.
5. All Sub Divisional Officers (Civil) in Haryana.

Dated Chandigarh, the 21 June, 2007

Subject: Action against Government servants who get appointment on the basis of false SC/ST/OBC certificates.

Sir,

I am directed to invite your attention to Haryana Government letter No.22/16/99-3GSIII, dated 18.4.2000 and letter No.22/28/2003-3GSIII dated 30.1.2004 on the subject noted above and to enclose a copy of Govt. of India, Ministry of Personnel, P.G. & Pensions, Department of Personnel & Training's letter No.4201 1/22/2006-Estt. (Res.) dated 29.3.2007 for compliance in connection with issue of Scheduled Castes/Scheduled Tribes and Other Backward Classes Certificate.

Yours faithfully,

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/Commissioners and Secretaries to Government Haryana for information.

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

To

1. All the Financial Commissioners and Principal Secretaries to Government Haryana to Government Haryana.
2. All the Commissioners and Secretaries to Government Haryana

U.O.No.22/16/99-3GSIII

Dated Chandigarh, the 21st June, 2007

Copy of letter No.42011 /22/2006-Estt . (Res.) dated 29.3.2007 received from Director, Ministry of Personne1, Public Grievances and Pensions Department of Personnel & Training, Govt. of India, New Delhi to the Chief Secretaries to all State Governments.

Subject: Action against Government servants who get appointment on the basis of false SC/ST/OBC certificates.

Respondent No.1 in. Civil Appeal No.2294/1986 (State of Maharashtra versus Milind & Ors.) before the Supreme Court had got admission as a Scheduled Tribe candidate to MBB S degree course for the year 1985-86 on the strength of a Scheduled Tribe Certificate issued to him by the competent authority. The Supreme Court held him not to belong to a Scheduled Tribe but did not annul his admission or affected his degree. The Hon'ble Court observed that about 1 years had passed since he took admission and had already completed the course. At that length to time it was for nobody's benefit to annul his admission in as much as any action against the candidate might lead to depriving the society of the service of a doctor on whom public money had already been spent . The Court in that case also held that admission and appointments that had become final would remain unaffected by the judgment.

2. A question has been raised whether in view of the above referred judgment, the appointments made against the vacancies reserved for SCs/STs/OBCs on the basis of false SC/ST/OBC certificate shall not be disturbed if such appointments have been made final or are continuing for a long time.

3. The matter has been examined in consultation with the Department of legal Affairs and it has been found that admissions and appointments of some candidates in the case of Milind and in some other similar cases were not annulled by the Supreme Court as a special case keeping in view the special circumstances of those cases. The relief accorded by the Supreme Court was specific relief provided only to the candidates who were party in those cases. The cases other than those protected by the specific order of the Apex Court should be dealt with in accordance with the instructions contained in this Departments OM No.11012/7/91 -Estt(A) dated 19.5.1993 which provides as follows;

Wherever is found that a Government servant, who was not qualified or eligible in terms of the recruitment rules etc, for initial recruitment in service or had furnished false information or produced a false certificate in order to secure appointment he should not be retained in service. If, he is a probationer or a temporary Government servant, he should be discharged or his services should be terminated. If he has become a permanent Government servant, an inquiry as prescribed in Rule 14 of CCS(CCA) Rules 1965 may be held and if the charges are proved, the Government servant should be removed or dismissed from service. In no circumstances should any other penalty be imposed.

4. The above referred instructions are strengthened by the observations of the Supreme Court in Milind Kumar's case (SUPRA) to the effect that if the benefits of reservation are taken away by those for whom they are not meant, the people for whom they are already meant or intended will be deprived of the same and their sufferings will continue. Allowing the candidates not belonging to the reserved categories to have the benefit of reservation either in admissions or appointments would lead to making mockery of the very reservation against the mandate and scheme of Constitution.

5. Contents of this OM maybe brought to the notice of all concerned.

No. 22/57/2007-3GS-III

From

The Chief Secretary to Government Haryana.

To

1. All the Heads of Departments,
Commissioners, Ambala, Rohtak, Gurgaon &
Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State.
Dated Chandigarh, the 6.9.2007

Subject:- Issuance of Caste Certificate of Backward Class.

Sir,

I am directed to refer to Haryana Govt. letter No. 22/48/95-3GS-III dated 7.8.97 on the subject noted above in which it has been laid down that if a person belonging to the Scheduled Castes or Backward Classes categories marries another belonging to General Category he/she shall continue to be entitled to the benefit reservation but if a person belonging to the General Category marries a person belonging to the Scheduled Caste or Backward Classes Category, he/she shall not be entitled to the benefit of reservation.

2. In this regard I am also to invite your attention to the Hon'ble Supreme Courts judgement in case of "Valsamma Paul v. Cochin University (1993) 3 SCC 545", wherein this Hon'ble Court in para No. 34 has observed as under:-

"When a member is transplanted into the Dalits, Tribes and OBC's he/she must also, of necessity, have had undergone the same handicaps and must have been subjected to the same disabilities, disadvantages, indignities or sufferings so as to entitled him to avail the facility of reservation. Therefore, a candidate who had the advantageous start in life being born in Forward caste and had march of advantageous life but is transplanted in Backward Caste by adoption or marriage or conversion, does not become eligible to the benefit of reservation either under Article 15(4) or 16(4), as the case may be. Acquisition of the status of Scheduled Caste etc. by voluntary mobility into these categories would play fraud on the Constitution, and would frustrate the benign constitutional policy under Articles 15(4) and 16(4) of the Constitution."

Following the ratio laid down in Valsamma paul's case (supra) the Hon'ble Supreme Court in Sobha Hymavathi Devi v. Setti Gangadhara Swamy and Others (2005) 2SCC 244 has also observed in para No. 10 of its judgment as under:

"We see no reason why the principle relating to reservation under Articles 15(4) and 16(4) laid down by the Supreme Court should not be extended to, the constitutional reservation of a seat for a Scheduled Tribe in the House of the People or under Article 332 in the Legislative Assembly. The said reservations are also constitutional reservations intending to benefit the really underprivileged and not, those who come to the class by way of marriage, like the appellant in this case. Thus, in our view, the

High Court was fully justified in coming to the conclusion that the appellant could not claim the right to contest a seat reserved for a Scheduled Tribe in terms of Article 332 of the Constitution merely by virtue of her marriage to a person belonging to a Scheduled Tribe.

In yet another latest decision rendered in the case of 'Meera Kanwaria' v. Sunita 2006(1) SCC 344' the Hon'ble Apex Court has also laid down in para No. 24 of its judgment as under: -

"It is, therefore beyond any doubt or dispute that a person who is a high- caste Hindu and not subjected to any social or educational backwardness in life, by reason of marriage alone cannot *ipso facto* become a member of the scheduled Caste or the Scheduled Tribe. In the absence of any strict proof he cannot be allowed to defeat the very provisions made by the State for reserving certain seats for disadvantaged people."

I am, therefore, to request you to that while considering such cases, the above instructions should be followed strictly.

Yours faithfully

Sd/-

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

A copy is forwarded to all the Financial Commissioners & Principal Secretaries/ Commissioners and Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners & Principal Secretaries/
Commissioners and Secretaries to Govt. Haryana.

U.O.No.22/57/2007-3GS-III .

Dated Chandigarh, the 6.9.2007

EndstNo. 22/57/2007-3GS-III

Dated Chandigarh, the 6.9.2007

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh for information and necessary action.

Sd/-

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

Endst No. 22/57/2007-3GS-III

Dated Chandigarh, the 6.9.2007

A copy is forwarded to all the Managing Directors/Heads of various Boards and Corporations in Haryana for information and necessary action.

Sd/-

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

क्रमांक 22/22/2004-3जी.एस.III

प्रेषक

मुख्य सचिव हरियाणा सरकार।

सेवा में

1. हरियाणा के सभी विभागाध्यक्ष।
2. रोहतक, गुड़गांव, हिसार एवं अम्बाला मण्डलों के आयुक्त।
3. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय, चण्डीगढ़।
4. हरियाणा के सभी उपायुक्त।
5. रजिस्ट्रार महर्षि दयानन्द विश्वविद्यालय, रोहतक, कुरुक्षेत्र, विश्वविद्यालय, कुरुक्षेत्र, चौधरी चरण सिंह हरियाणा कृषि विश्वविद्यालय, हिसार, गुरु जम्भेश्वर विश्वविद्यालय, हिसार तथा चौधरी देवी लाल विश्वविद्यालय, सिरसा, हरियाणा।

दिनांक चण्डीगढ़ 22-1-2009

विषय : अन्य पिछड़े वर्गों (ओ.बी.सी.) के आरक्षण के दायरे से सामाजिक रूप से उन्नत व्यक्तियों/वर्गों (सम्पन्न वर्गों) को बाहर रखने के लिए आय के मानदण्डों में संशोधन।

महोदय,

मुझे निर्देश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान सरकार के पत्र क्रमांक 22/22/2004-3जी.एस.III दिनांक 30-7-2004 की ओर दिलाऊँ तथा भारत सरकार कार्मिक, लोक शिकायत तथा पेंशन मन्त्रालय (कार्मिक और प्रशिक्षण विभाग) से प्राप्त पत्र संख्या 36033/3/2004-स्थापना (आरक्षण) दिनांक 14-10-2008 की प्रति (संलग्न) पालना हेतु भेजूं जिस द्वारा अन्य पिछड़े वर्गों में से सम्पन्न वर्गों का निर्धारण करने के लिए आय की सीमा को 2.5 लाख से बढ़ाकर 4.5 लाख रु० करने का निर्णय लिया गया है।

2. कृपया इन हिदायतों की दृढ़ता से पालना की जाये।

भवदीय

अवर सचिव सामान्य सेवायें
कृते: मुख्य सचिव, हरियाणा सरकार।

पृ० क्रमांक 22/22/2004-3जी.एस.।।।

दिनांक 23-1-2009

इसकी एक-एक प्रति निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

1. सचिव, हरियाणा लोक सेवा आयोग, चण्डीगढ़।
2. सचिव, हरियाणा कर्मचारी सेवा आयोग, चण्डीगढ़।

अवर सचिव सामान्य सेवायें

कृते: मुख्य सचिव, हरियाणा सरकार।

इसकी एक-एक प्रति हरियाणा सरकार के सभी वित्तायुक्तों एवं प्रधान सचिवों तथा सभी प्रशासकीय सचिवों को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है।

अवर सचिव सामान्य सेवायें

कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

सभी वित्तायुक्त एवं प्रधान सचिव तथा सभी प्रशासकीय सचिव,
हरियाणा सरकार

अशा: क्रमांक 22/22/2004-3जी.एस.।।।

दिनांक 23-1-2009

इसकी एक-एक प्रति मुख्य मंत्री के प्रधान सचिव/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्य मंत्री के विशेष कार्याधिकारी - I, II एवं III को तथा मुख्य मंत्री/मंत्री/राज्य मंत्रियों के निजि सचिवों के सूचनार्थ प्रेषित है।

अवर सचिव सामान्य सेवायें

कृते: मुख्य सचिव, हरियाणा सरकार।

सेवा में

मुख्य मंत्री के प्रधान सचिव/उप-प्रधान सचिव-I/उप-प्रधान सचिव-II/मुख्य मंत्री के विशेष कार्याधिकारी - I, II एवं III को तथा मुख्य मंत्री/मंत्री/राज्य मंत्रियों के निजि सचिव।

अशा: क्रमांक 22/22/2004-3जी.एस.।।।

दिनांक 23-1-2009

पृ०: क्रमांक 22/22/2004-3जी.एस.।।।

दिनांक 23-1-2009

इसकी एक प्रति सदस्य सचिव, हरियाणा सार्वजनिक उपक्रम ब्यूरो को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है।

अवर सचिव सामान्य सेवायें

कृते: मुख्य सचिव, हरियाणा सरकार।

पृ०: क्रमांक 22/22/2004-3जी.एस.।।।

दिनांक 23-1-2009

इसकी एक एक प्रति निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

1. निदेशक, स्थानीय निकाय हरियाणा (उनसे अनुरोध है कि इन हिदायतों को राज्य के सभी नगरपालिकाओं/निगमों तथा परिषदों को भेज दी जाये)।

एक प्रति हरियाणा सिविल सचिवालय के सभी अधीक्षकों/उपाधीक्षकों तथा एफ.सी. कार्यालय को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

सेवा में

सभी अधीक्षक/उपाधीक्षक, हरियाणा सिविल सचिवालय
तथा एफ.सी. कार्यालय।

अशा: क्रमांक 22/22/2004-3जी.एस.।।।

दिनांक 23-1-2009

पृ०: क्रमांक 22/22/2004-3जी.एस.।।।

दिनांक 23-1-2009

इसकी एक-एक प्रति निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु भेजी जाती है :-

1. प्रिंसिपल,
लेखा प्रशिक्षण संस्थान, 39-40 बेज़, काडा भवन,
सैक्टर-4, पंचकुला।
2. प्रिंसिपल मण्डलीय,
प्रशिक्षण केन्द्र, एस.सी.ओ. नं० 11,
सैक्टर-16, पंचकुला।

अवर सचिव सामान्य सेवार्यें
कृते: मुख्य सचिव, हरियाणा सरकार।

No. 36033/3/2004-Estt. (Res.)

Government of India

Ministry of Personnel, Public Grievances & Pensions

Department of Personnel & Training

New Delhi, dated the 14th October, 2008

OFFICE MEMORANDUM

Subject :- Revision of income criteria to exclude socially advanced persons/sections (Creamy Layer) from the purview of reservation for Other Backward Classes (OBCs).

The undersigned is directed to invite attention to this Departments O.M. No. 36012/22/93-Estt. (SCT) dated 8th September, 1993 which inter alia provided that sons and daughters of persons having gross income of Rs. 1 lakh or above for a period of three consecutive years would fall within the creamy layer and would not be entitled to get the benefit of reservation available to the Other Backward Classes. The limit of income for determining the creamy layer status was raised to Rs. 2.5 lakh vide this Departments OM of even number dated 9-3-2004. It has now been decided to raise the income limit from Rs. 2.5 lakh to 4.5 lakh per annum for determining the creamy layer amongst the OBCs. Accordingly the following entry is hereby substituted for the existing entry against Category VI in the Schedule to the above referred O.M.

Category	Description of Category	To whom the rule of exclusion will apply
VI	Income/Wealth Test	Son(s) and daughter(s) of (a) Persons having gross annual income of Rs. 4.5 lakh or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for period of three consecutive years. (b) Persons in Categories I, II, III and V A who are not disentitled to the benefit of reservation but have income from other sources of wealth which will bring them within the income/wealth criteria mentioned in (a) above. <u>Explanation :</u> Income from salaries or agricultural land shall not be clubbed.

- The provisions of this Office Memorandum take effect from the 3rd October, 2008.
- All the Ministries/Departments are requested to bring the contents of this Office Memorandum to the notice of all concerned.

Sd/-

(K.G. Verma)
Director

To

1. All the Ministries/Departments of the Government of India.
2. Department of Economic Affairs (Banking Division), New Delhi.
3. Department of Economic Affairs (Insurance Division), New Delhi.
4. Department of Public Enterprises, New Delhi.
5. Railway Board.
6. Union Public Service Commission/Supreme Court of India/Election Commission/Lok Sabha Secretariat/Rajya Sabha Secretariat/Cabinet Secretariat/Central Vigilance Commission/Presidents Secretariat/Prime Ministers Office/Planning Commission.
7. Staff Selection Commission, GGO Complex, Lodhi Road, New Delhi.
8. Ministry of Social Justice and Empowerment, Shastri Bhavan, New Delhi.
9. National Commission for SCs and STs, Lok Nayak Bhavan, New Delhi.
10. National Commission for Backward Classes, Trikot-I, Bhikaji Cama Place, R.K. Puram, New Delhi.
11. Office of the Comptroller and Auditor General of India, 10 Bahadurshah Zafar Marg, New Delhi-110002.
12. Information and Facilitation Centre, DOPT, North Block, New Delhi. (100 Copies)
13. Spare copies - 400.

Copies forwarded to :

The Chief Secretaries of all the States/UTs. for information and necessary action.

संख्या 36033/3/2004-स्था. (आरक्षण)

भारत सरकार

कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय

(कार्मिक और प्रशिक्षण विभाग)

नार्थ ब्लॉक, नई दिल्ली,
दिनांक 14 अक्टूबर, 2008.

कार्यालय ज्ञापन

विषय : अन्य पिछड़े वर्गों (ओ.बी.सी.) के आरक्षण के दायरे से सामाजिक रूप से उन्नत व्यक्तियों/वर्गों (सम्पन्न वर्गों) को बाहर रखने के लिए आय के मानदण्डों में संशोधन।

अधोहस्ताक्षरी को इस विभाग के दिनांक 8 सितम्बर, 1993 के कार्यालय ज्ञापन संख्या-36012/22/93- स्थापना (अनु.जा.) की ओर ध्यान आकृष्ट करने का निदेश हुआ है, जिसमें अन्य बातों के साथ-2 यह प्रावधान था कि उन व्यक्तियों के पुत्र और पुत्रियों जिनकी लगातार तीन वर्षों तक की कुल वार्षिक आय एक लाख रु0 अथवा उससे अधिक है सम्पन्न वर्गों में आते हैं और वे अन्य पिछड़े वर्गों को उपलब्ध आरक्षण के लाभ को प्राप्त करने के हकदार नहीं हैं। इस विभाग के दिनांक 9-3-2004 के सम संख्यक कार्यालय ज्ञापन के द्वारा सम्पन्न वर्ग का निर्धारण करने के लिए आय की सीमा को बढ़ाकर 2.5 लाख रु0 कर दिया गया था। अब यह निर्णय लिया गया है कि अन्य पिछड़े वर्गों में से सम्पन्न वर्गों का निर्धारण करने के लिए आय की सीमा को 2.5 लाख से बढ़ाकर 4.5 लाख कर दिया जाये तदनुसार उपर्युक्त संदर्भित कार्यालय ज्ञापन की अनुसूची की श्रेणी 6 की विद्यमान प्रविष्टि के स्थान पर एतद्वारा निम्नलिखित प्रविष्टि प्रतिस्थापित की जाती है।

श्रेणी	श्रेणी का विवरण	वे व्यक्ति जिन पर आरक्षण के क्षेत्र से बाहर रखे जाने का नियम लागू होगा
6	आय/सम्पत्ति का निर्धारण	(क) उन व्यक्तियों के पुत्र और पुत्रियां, जिनकी लगातार तीन वर्षों तक की कुल वार्षिक आय 4.5 लाख रु0 अथवा उससे अधिक है अथवा सम्पत्ति कर अधिनियम में यथा-निर्धारित छूट सीमा से अधिक की सम्पत्ति रखते हैं।

(ख) श्रेणी I, II, III और 5-क में आने वाले ऐसे व्यक्ति जो आरक्षण का लाभ पाने के हकदार हैं, परन्तु जिनकी अन्य स्रोतों से आय अथवा सम्पत्ति के मानदण्ड के भीतर लायेगी, के पुत्र और पुत्रियों।

स्पष्टीकरण

वेतन अथवा कृषि भूमि से प्राप्त आय को नहीं जोड़ा जायेगा।

2. इस कार्यालय ज्ञापन के प्रावधान 3 अक्टूबर, 2008 से लागू होंगे।

3. सभी मंत्रालयों/विभागों से अनुरोध है कि वे इस कार्यालय ज्ञापन की विषय-वस्तु को सभी सम्बन्धित व्यक्तियों की जानकारी में ला दें।

हस्ता:

(के.जी. वर्मा)

निदेशक

दूरभाष : 23092185

सेवा में

1. भारत सरकार के सभी मंत्रालय/विभाग।
2. आर्थिक कार्य-विभाग (बैंकिंग प्रभाग), नई दिल्ली।
3. आर्थिक कार्य-विभाग (बीमा प्रभाग), नई दिल्ली।
4. लोक उद्यम विभाग, नई दिल्ली।
5. रेल बोर्ड।
6. संघ लोक सेवा आयोग/भारत का उच्चतम न्यायालय/निर्वाचन आयोग/लोक सभा सचिवालय/राज्य सभा सचिवालय/मंत्रिमण्डल सचिवालय/केन्द्रीय सतर्कता आयोग/राष्ट्रपति सचिवालय/प्रधान मंत्री कार्यालय/योजना आयोग।
7. कर्मचारी चयन आयोग, केन्द्रीय सरकार कार्यालय परिसर, लोदी रोड, नई दिल्ली।
8. सामाजिक न्याय और अधिकारिता मंत्रालय, शास्त्री भवन, नई दिल्ली।
9. राष्ट्रीय अनुसूचित जाति और अनुसूचित जनजाति आयोग, लोक नायक भवन, नई दिल्ली।

-
10. राष्ट्रीय पिछड़ा वर्ग आयोग, त्रिकूट-1 भीकाजी कामा प्लेस, रामकृष्णपुरम, नई दिल्ली।
 11. भारत के नियंत्रक तथा महालेखा परीक्षक, 10, बहादुरशाह जफर मार्ग, नई दिल्ली-110002।
 12. सूचना और सुविधा केन्द्र, कार्मिक और प्रशिक्षण विभाग, नार्थ ब्लॉक, नई दिल्ली।
 13. अतिरिक्त प्रतियाँ-400।

प्रतिलिपि :

सभी राज्यों/केन्द्र शासित क्षेत्रों के मुख्य सचिव।

CHAPTER-X

**(RESERVATION IN ADMISSION IN
EDUCATIONAL/MEDICAL/TECHNICAL
INSTITUTIONS)**

Copy of letter No. 10266-5GS-61/1134, dated the 11th January, 1962, for the Chief Secretary to Government Punjab, to all Heads of Department, etc.

Subject : Reservation of seats of Outstanding Sportsmen in Technical/Medical Institutions in service of the State Government.

I am directed to inform you that with a view to encourage sports talent Government have been considering the question of reserving certain percentage of seats for them for—

- (i) admission to technical/medical institutions in the State; and
- (ii) recruitment to service under the State, through the Punjab Public Service Commission/ Subordinate Services Selection Board.

2. After careful consideration, Government have decided in regard to (i) above that 2 per cent of the seats in technical/medical institutions in the State should be reserved for outstanding sportsmen provided that they possess the minimum educational qualifications prescribed for admission to such institutions.

As for (ii) above, Government have been advised that any reservation for sportsmen in services would offend the provisions of the Constitution except where the character of the post is such that an ability in sports is considered a direct preferential qualifications for the kind of work involved. For example proficiency in sports may be considered a preferential directly connected qualification for post in the Police Department, where physical courage and balance of body and mind are necessary for the performance of duties. Similarly such posts in the Education Department which involve contact with children and youth can be suitably considered as directly benefitting from such qualification. Government have, therefore, decided that for these posts where the nature of duty may be such that persons who are good athletes or sportsmen may prove more useful, the qualifications should be so modified as to give them preference. As regards posts in Departments, other than police and the Education, the Education Department should consider with a liberal emphasis whether particular posts justifiably attract the qualifications mentioned and if they do adopt similar procedure subject to the condition that the minimum educational qualifications prescribed for the posts are fulfilled. Steps may also be taken to amend the relevant Service Rules, where necessary.

3. In so far as the question of judging whether a person is a sportsman of requisite standard for the concessions referred to above, it has been decided that the sportsmen should be graded as follows:—

- (i) Grade A—Sportsmen of international standing, *i.e.*, those who have represented India in international tournaments, meets, events, competitions etc.
 - (ii) Grade B—Sportsmen of national standing, *i.e.* those who have represented their State, University, Service, School etc. in recognised National tournaments, Contests, Competitions etc. who hold National Records in any event.
 - (iii) Grade C—Sportsmen who have achieved State status by representing their College, School, Service Contests etc. or hold State Records in any event.
 - (iv) Grade D—Sportsmen who claim to have played for their College, School, Institution etc. without achieving State status.
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Rating within a particular grade will depend on a number of considerations, the more important of which would be—

- (a) the number of events in which distinction has been achieved;
- (b) the number of records held;
- (c) the number of times the Country, State, College etc. has been represented, and
- (d) the positions or places secured. For instance, one who got a first place may be rated above one who secured a second or third place only. Undue weightage will not be given to this factor as Government are more concerned with 'Sportsmen' and not 'winners.'

4. As regards the award of marks to 'Sportsmen' candidates, by the Punjab Public Service Commission or the Punjab Subordinate Services Selection Board or other body responsible for selection, it is considered that where a system of marking is followed by the Selection Authority, each department while placing a requisition to such authority, should specify therein the quantum of maximum marks which should not exceed 25 of the total marks, which may be awarded to a candidates who, is a sportman. This quantum will, however, vary from Service to Service to at the discretion of the recruiting department.

5. To achieve the object in view, it has been decided by Government that the persons concerned should obtain a certificate from the Sports Department. Only such persons as are in possession of the certificates issued by the Sports Department, will be eligible for these concessions.

6. The Director of Public Relations, Punjab, is requested kindly to give wide publicity to these decisions.

7. The receipt of this letter may be acknowledged.

Copy of letter No. 7954-DSGS-64/31831, dated the 9th October, 1964 from the Chief Secretary Government, Punjab to all Heads of Departments, etc.

Subject : Reservation of seats for outstanding sportsmen in Technical/Medical Institutions and in service of the State.

I am directed to invite a reference to para 2 of Punjab Government circular letter No. 10266-5GS-61/1134, dated the 11th January, 1962, wherein it is laid down that 2% of the seats in Technical/Medical Institutions in the State should be reserved for outstanding sportsmen provided that they possess the minimum educational qualifications prescribed for admission to such institutions. In this respect, it is clarified that the idea of grading sportsmen into grades 'A', 'B', 'C' and 'D' grade certificates even if the letter may be superior to the former in academic qualifications, provided of course, the holders of 'A' grade certificates fulfil the minimum academic qualifications prescribed for admission to such institutions. In case, no candidate possessing 'A' grade certificate is available, the candidates possessing 'B' grade certificates should be given preference for admission and so on.

2. The receipt of this letter may be acknowledged.
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Copy of letter No. 3412-5GS-67/17968, dated 23rd/24th September, 1967, from the Chief Secretary to Government, Haryana, to all Heads of Departments, etc.

Subject : Reservation of seats for outstanding Sportsmen in Technical/Medical Institutions and in service of the State Government.

I am directed to refer to Punjab Government letter No. 10266/5-GS-61/1134, dated the 11th January, 1962, on the above subject wherein 2 per cent of seats in Technical/Medical Institutions in the State were reserved for outstanding Sportsmen; provided they possess the minimum educational qualifications prescribed for admission to such Institutions. The Haryana State Government have not decided to Split up the present 2% reservation of seats in favour of Sportsmen under:—

- (1) 1% seats for women candidates.
 - (2) 1% seats for men candidates.
 2. This concession would be permissible only to those candidates who are in possession of the certificate issued by the Sports Department are covered under the grades mentioned in the Punjab Government letter No. 10266-5-GS-61/1134, dated 11th January, 1962.
 3. These orders will come into force from the date of issue and old cases not to be reopened.
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परिपत्र की एक प्रति क्र०न० 5441-2 जी०एस०-1-72/28901, दिनांक 18-10-72 जो कि मुख्य सचिव, हरियाणा सरकार द्वारा सभी विभागाध्यक्ष, आयुक्त मण्डल, सभी उपायुक्त तथा मण्डल अधिकारी, हरियाणा, रजिस्ट्रार, पंजाब तथा हरियाणा उच्च न्यायालय और सभी जिला तथा सत्र न्यायाधीश, हरियाणा को प्रेषित की गई है।

विषय : तकनीकी/मैडिकल संस्थाओं तथा राज्य सरकार की सेवा में उच्च खिलाड़ियों के लिए स्थानान्तरण।

मुझे निदेश हुआ है कि आप का ध्यान उपरोक्त विषय पर संयुक्त पंजाब के परिपत्र क्रमांक 10266-5जी०एस०-61/1134, दिनांक 11/1/1962 (प्रति संलग्न) के पैरा 3 में दिए हुए अनुदेशों की ओर दिलाऊँ तथा कहूँ कि कुछ समय पूर्व सरकार के नोटिस में शिकायत आई थी कि एक खिलाड़ी को खेल विभाग ने प्रतिनिधित्वता के आधार पर "बी" ग्रेड का खिलाड़ी घोषित किया था जब कि वह खिलाड़ी अच्छे दर्जे का नहीं था। इसके अतिरिक्त यह भी नोटिस में आया है कि जब टीमों का चुनाव किया जाता है तो निर्धारित संख्या से अधिक खिलाड़ियों को टीम के लिए चुना जाता है और यह घोषित नहीं किया जाता उनमें से कौन सा खिलाड़ी खेलगा और कौन सा आरक्षित रहेगा। इस प्रकार कई खिलाड़ी ऐसे होते हैं जिनका टीम के लिए चुनाव किया जाता है तथा वास्तव में उनको खेलने का अवसर ही नहीं मिलता। किन्तु खेल विभाग की ओर से ऐसे खिलाड़ियों को खेल प्रमाण-पत्र देने के लिए एक ही स्तर का माना जाता है। इसी तरह जिन प्रतियोगिताओं में कुछ खिलाड़ी तो व्यक्तिगत रूप में कोई स्थान प्राप्त करते हैं और कुछ खिलाड़ी कुछ स्थान प्राप्त नहीं करते इन दोनों प्रकार के खिलाड़ियों को खेल प्रमाण-पत्र देने के लिए एक ही स्तर का माना जाता है और कोई मतभेद नहीं रखा जाता।

2. इन सभी मामलों पर विचार करने तथा सिफारिशें प्रस्तुत करने के लिए सरकार (खेल विभाग) ने एक कमेटी बनाई थी। इस कमेटी की सिफारिशों के आधार पर सरकार ने निर्णय लिया है; कि एक टीम के खिलाड़ियों को प्रमाण पत्र देने के लिए उनके बीच में कोई मतभेद नहीं रखा जा सकता तथा एक ही टीम के सभी खिलाड़ियों को एक ही प्रकार का खेल प्रमाण-पत्र प्रदान किया जाए चाहे उनमें कुछ खिलाड़ियों ने प्रतियोगिता में भाग लिया हो या रिजर्व में रहे हों, तथा किसी प्रतियोगिता में स्थान प्राप्त किया हो या कोई स्थान प्राप्त न किया हो। इसके अतिरिक्त यह निर्णय लिया गया है कि पुरुषों के लिए बड़ी तथा छोटी खेलों में अन्तर होना चाहिए तथा छोटी खेलों की अपेक्षा बड़ी खेलों के खिलाड़ी को अधिमानता दी जाए। इसके अतिरिक्त निम्नलिखित खेलें, जिनमें बहुत कम मुकाबलें होते हैं, छोटी श्रेणी की मानी जाएं :-

- (1) खोखो।
- (2) साफ्ट बाल।
- (3) बेस बाल।
- (4) कबड्डी।

3. सरकार ने यह भी निर्णय लिया है, कि अच्छे तथा मध्यम दर्जे के खिलाड़ियों में कुछ अन्तर डालने के लिए ए, बी तथा सी दर्जे के प्रमाण पत्रों में अधिक ग्रेड बनाए जाएं और ऐसा करने के लिए परिपत्र जिसका हवाला

ऊपर दिया गया है, के पैरा 3 में खिलाड़ियों के लिए निर्धारित ग्रेडों में निम्न प्रकार से प्रतिस्थापित कर दिया जाए:—

“ए” ग्रेड

(क) “ए”—1

इस श्रेणी में वे खिलाड़ी रखे जाएं, जो देश का अन्तरराष्ट्रीय ओलम्पिक्स, एशियन खेलों, कामन वेल्थ खेलों में तथा अन्य अन्तरराष्ट्रीय मान्यता प्राप्त टूर्नामेंटों में प्रतिनिधित्व करें। जो खिलाड़ी देश का मान्यता प्राप्त क्रिकेट टैस्ट मैचों में प्रतिनिधित्व करते हैं, उनको भी इसी श्रेणी में रखा जाए।

“ए”—2

इस श्रेणी में मान्यता प्राप्त मैट्रिक तथा अस्थाई मैचों में भाग लेने वाले खिलाड़ी रखे जाएं।

(ख) “बी”—1

खुली राष्ट्रीय तथा अन्तर्विश्वविद्यालय प्रतियोगिताओं में भाग लेने वाले खिलाड़ियों को एक ही श्रेणी के खिलाड़ी माना जाए तथा उनको “बी” 1 श्रेणी का प्रमाण पत्र दिया जाए।

“बी” 2

जो खिलाड़ी राष्ट्रीय स्तर पर विभागीय तथा अन्य सीमित स्थाई टूर्नामेंटों जैसे अन्तर सेवा टूर्नामेंट ग्रामीण संस्था टूर्नामेंट तथा अखिल भारतीय तार व डाक विभाग टूर्नामेंट इत्यादि में भाग लें उन्हें “बी” 2 श्रेणी का माना जाए तथा उसी स्तर का खेल प्रमाण पत्र दिया जाए।

(ग) “सी”—1

जो खिलाड़ी राज्य स्तर के स्कूलों, विश्वविद्यालयों के अधीन कालेजों के टूर्नामेंट तथा खुली अन्तर जिला प्रतियोगिताओं में भाग लेते हैं और सेमी-फाइनल स्तर तक टीम के साथ खेलते हैं उनको “सी” ग्रेड का प्रमाण-पत्र दिया जाए। इसी प्रकार जो इन्डिविजुअल इवेंट में प्रथम, द्वितीय, या तृतीय स्थान प्राप्त करते हैं उनको भी “सी”—1 का प्रमाण पत्र दिया जाए।

“सी” 2

जो खिलाड़ी “सी” 1 ग्रेड के अधीन वर्णित प्रतियोगिताओं में सेमी फाइनल स्तर तक टीम के साथ नहीं खेलते अथवा इन्डिविजुअल इवेंट में कोई स्थान प्राप्त नहीं करते उनको “सी”—2 ग्रेड प्रमाण-पत्र दिया जाए।

(घ) “डी”

“डी” ग्रेड प्रमाण-पत्र केवल उन सभी खिलाड़ियों को दिया जाए जिन्होंने स्कूल कालेज अथवा संस्था की ओर से किसी स्तर तक के टूर्नामेंट में भाग लिया हो।

No. 1872-SW-1/81

From

The Commissioner & Secretary to Govt. Haryana,
Welfare of Scheduled Castes & Backward Classes Department

To

1. All Heads of Departments, Commissioners Ambala and Hisar Divisions,
All Deputy Commissioners and Sub-Divisional Officer (Civil) in Haryana State.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.

Dated : Chandigarh, the 8th July, 1981.

Subject : — Reservation of seats for Schedule Castes/Schedule Tribes and Backward Classes in Technical, Educational and Professional Institutions.

Sir,

I am directed to refer to the composit Punjab Govt. letters noted in the margin on the subject noted above and to say that the reservation of seats for Scheduled Castes/Scheduled Tribes/Backward Classes in Technical/Educational Professional institutions was provided as under:—

- | | |
|---|---|
| 1. 1637-WGI-ASOII/I/64/4289 dated 6th/13th March, 1994. | (i) 20% of seats in educational, technical and professional institutions controlled by Government are reserve for members of Scheduled Castes/Scheduled Tribes. |
| 2. 3870-WGI-ASOII-64/20069 dated 26th & 9th October, 1964 | (ii) 2% of these seats are reserved for members of Backward Classes. |
| 3. 3497-WGI-66-13823 dated 5.5.1966. | |

At present 10% posts have been reserved for the members of Backward Classes in the services of Haryana State. It has, however, been noticed that suitable candidates belonging to Backward Classes are not available for the vacancies reserved for them. One of the reasons for their non-availability appears to be that they do not get admission in Educational/Technical and Professional institutions in adequate numbers.

2. The State Govt. has, therefore, decided that 10% of seats in Educational/Technical and Professional Institutions controlled by Govt. be reserved for the members of Backward Classes. However, the total number of seats as may be reserved for various categories should not exceed 50%. The seats reserved for the members of Scheduled Castes should not be reduced below 20% as that is based on the percentage of their population vis-a-vis the total population of the State.

3. It may not be possible to give full effect to above decision during the current year. Where admissions have already been completed in part or whole. However, where admissions are still to be made, action should as far as possible be taken in accordance with the above decision.

4. These instructions may be brought to the notice of all concerned working under you for strict compliance.
5. Receipt of this letter may please be acknowledged.

Sd/-
Joint Secretary,
for Commissioner & Secretary to Govt. Haryana,
Welfare of Scheduled Castes &
Backward Classes Department.

क्रमांक 12/44/88-2जी.एस.-I

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्ष, आयुक्त अम्बाला तथा हिसार मण्डल, सभी उपायुक्त तथा उप मण्डल अधिकारी, हरियाणा।
2. रजिस्ट्रार, पंजाब तथा हरियाणा हाई कोर्ट तथा सभी जिला तथा सत्र न्यायाधीश, हरियाणा।

दिनांक चण्डीगढ़ 7-2-1989

विषय : तकनीकी/मैडीकल संस्थाओं तथा राज्य सरकार की सेवा में उच्च खिलाड़ियों के लिए स्थानारक्षण।

महोदय,

मुझे निदेश हुआ है कि मैं आपका ध्यान उपरोक्त विषय पर हरियाणा सरकार के परिपत्र क्रमांक 5441-2 जी.एस.-1-72/28901, दिनांक 18-10-1972 की ओर दिलाऊँ और सूचित करूँ कि उच्च कोटि के खिलाड़ियों को खेल ग्रेडेशन प्रमाण पत्र सम्बन्धी मामले पर सरकार द्वारा विचार किया गया है और यह निर्णय लिया गया है कि बदलती हुई परिस्थितियों में उक्त पत्र दिनांक 18-10-1972 का पैरा 3 निम्न प्रकार से प्रतिस्थापित कर दिया जाये :-

2. “3” सरकार ने यह निर्णय लिया है कि अच्छे तथा मध्यम दर्जे के खिलाड़ियों में कुछ अन्तर डालने के लिए ए.बी.सी. तथा डी. दर्जे के प्रमाण पत्रों में अधिक ग्रेड बनाए जाएँ और ऐसा करने के लिए परिपत्र जिसका हवाला ऊपर दिया गया है, के पैरा 3 में खिलाड़ियों के लिए निर्धारित ग्रेडों में निम्न प्रकार से प्रतिस्थापित कर दिया जाये :-

(क) “ए” ग्रेड

“ए”-1

इस श्रेणी में वे खिलाड़ी रखे जायें, जो देश का अन्तर्राष्ट्रीय औलम्पिकस, एशियन खेलों, कामन वेल्थ खेलों में तथा अन्य अन्तर्राष्ट्रीय मान्यता प्राप्त क्रिकेट टैस्ट मैचों में प्रतिनिधित्व करते हैं, उनको भी इसी श्रेणी में रखा जाये।

“ए”-2

इस श्रेणी में राष्ट्रीय/अन्तर्राष्ट्रीय औलम्पिक समुदाय से मान्यता प्राप्त खेलों में मैत्रिक टैस्ट जिसमें कम से कम चार या पांच देशों की टीमों भाग लेवें के खिलाड़ियों को ही ए-2 श्रेणी का खेल प्रमाण-पत्र दिया जाए।

(ख) “बी” ग्रेड**“बी”-1**

राष्ट्रीय तथा अन्तर विश्वविद्यालय प्रतियोगिताओं में भाग लेने वाले खिलाड़ियों को ही बी-1 श्रेणी का खेल प्रमाण पत्र दिया जाए।

“बी”-2

जो खिलाड़ी राष्ट्रीय स्तर पर मान्यता प्राप्त खेलों के विभागीय टूर्नामेंट तथा अन्य सीमित संस्थाई टूर्नामेंट में भाग लेता है को बी-2 ग्रेड का प्रमाण-पत्र दिया जाये जैसे अखिल भारतीय तार व डाक विभाग टूर्नामेंट, अन्तर सेवा टूर्नामेंट, ग्रामीण पंचायत टूर्नामेंट इत्यादि।

(ग) “सी” ग्रेड**“सी”-1**

जो खिलाड़ी राज्य स्तर के स्कूलों, विश्वविद्यालयों के अधीन कालेजों के मान्यता प्राप्त टूर्नामेंट तथा अन्तर जिला प्रतियोगिताओं में भाग लेते हैं तथा प्रथम, द्वितीय तथा तृतीय स्थान प्राप्त करते हैं, उनको सी-1 ग्रेड का प्रमाण पत्र दिया जाए।

“सी”-2

जो खिलाड़ी “सी-1” ग्रेड के अधीन वर्णित प्रतियोगिताओं में सैंमी फाइनल स्तर तक टीम के साथ नहीं खेलते अथवा इन्डीविजुअल इवेंट में कोई स्थान प्राप्त नहीं करते उनको “सी-2” ग्रेड प्रमाण-पत्र दिया जाए।

(घ) “डी” ग्रेड

“डी” ग्रेड प्रमाण-पत्र क्रिकेट को छोड़कर अन्य खेलों में केवल उन्हीं खिलाड़ियों को दिया जाये जो खेलें हरियाणा ओलम्पिक समुदाय, भारतीय ओलम्पिक समुदाय से मान्यताप्रद नहीं है।

3. कृपया इन हिदायतों को आपके अधीन काम कर रहे सभी कर्मचारियों/अधिकारियों के नोटिस में ला दिया जाये तथा इनकी दृढ़ता से पालना की जाए।

भवदीय

हस्ता/-

अधीक्षक सामान्य सेवायें-1,
कृते: मुख्य सचिव, हरियाणा सरकार।

No. 12/44/88-2GSI

From

The Chief Secretary to Govt. Haryana.

To

1. All the Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions. All the Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana.
2. The Registrar, Punjab and Haryana High Court and all the District and Sessions Judges in Haryana.

Dated Chandigarh, the 30th November, 1993.

Subject : Reservation of seats for outstanding players in Technical/Medical Institutions & State Govt. Services.

Sir,

I am directed to refer to this department letter No. 12/44/88-2GSI, dated the 7th February, 1989 on the subject noted above and to say that the matter regarding consolidating and recasting the instructions relating to the gradation of sports certificates for performances in games in the Championships/Tournaments at various levels has been engaging the attention of the Govt. for quite some time. After careful consideration Govt. have decided that the following para-meters should be kept in view while issuing sports gradation certificates :—

2. Sports gradation certificates will be issued for the following games only :—

Olympic Games

- | | |
|-----------------|--------------------|
| 1. Athletics | 14. Table Tennis |
| 2. Archery | 15. Lawn Tennis |
| 3. Hockey | 16. Rowing |
| 4. Football | 17. Fencing |
| 5. Basketball | 18. Rifle-shooting |
| 6. Volley-ball | 19. Yatching |
| 7. Boxing | 20. Cannoing |
| 8. Wrestling | 21. Equestarian |
| 9. Gymnastics | 22. Tae-Kwon-do |
| 10. Wt. Lifting | 23. Triathlon |
| 11. Handball | 24. Swimming |
| 12. Cycling | 25. Badminton |
| 13. Judo | |

Non Olympic Games

- | | | |
|-------------|------------------------------|-------------------|
| 1. Baseball | 6. Skating | 11. Yoga |
| 2. Cricket | 7. Softball | 12. Billiard |
| 3. Kortball | 8. Throwball | 13. Snooker |
| 4. Kho-kho | 9. Kabaddi (Haryana Style) | 14. Golf |
| 5. Netball | 10. Kabaddi (National Style) | 15. Squash Racket |

Note :— However, the State Govt., may add to or delete any other game from the above list.

3. Participation and positions in the following identified competitions/championships/tournaments and cups for the above mentioned games and Sports organised by the Federation/Association, bodies, authorities etc. mentioned against the games of competitions etc. only would be considered for awarding grades for the sports certificates. Positions and participation in purely invitational touranments will not be considered for award :—

Sr. No.	Name of the Competition/Champion-ship/Game/Cup/Tournament.	Name of Game/ Sports	Name of the organising authority Association/Federation/Body etc.
3-A. International			
1.	Olympic Games	Olympic	International Olympic Committee.
2.	World Championship/Cup	Olympic & Non Olympic	International Federation of the concerned game, affiliated to the International Olympic Committee except in the case of International Cricket Control Board.
3.	Common Wealth Games/ Championship	Olympic & Non Olympic	Common Wealth Games Federation
4.	Asian Games	Olympic	Olympic Council of Asia
5.	Asian Championships/ Cup	Olympic & Non Olympic	Asian Federation of the concerned game, affiliated to the Olympic Council of Asia or to the International Federation of the concerned game.
6.	SAF Games	Olympic/ Non Olympic	South Asian Games Federation in which teams from at least three countries should have participated.
7.	International/Competitions/ Championships	Olympic/ Non Olympic	International Federation of the concerned game, affiliated to the International Olympic Committee.

		Or by Asian Federation of the concerned game, affiliated to the Olympic Council of Asia. Atleast teams from 8 countries should have participated in such competitions.	
8.	Cricket Test Matches/Series/One Day International Cricket Match/ Series		By International Cricket Control Board or Asia Cricket Control Board.
3B National			
1.	National Games	Olympic	Organised by Indian Olympic Association.
2.	National Championship/Inter-	Olympic	(i) Organised by the National Federation of the concerned game, affiliated to the Indian Olympic Association in which atleast 8 States should have participated. (ii) Organised by the National Federation of the game concerned, affiliated to the International Federation of the Game, in which atleast 8 States should have participated.
3.	Federation Cup	Olympic and Non Olympic	Organised by the National Federation of the concerned game, affiliated to the Indian Olympic Association, or to the International Federation of the game in which teams from at least three zones should have participated.
4.	Inter-Zonal Competitions	Olympic	(i) Organised by the National Federation of the concerned game, affiliated to the Indian Olympic Association, in which teams from atleast three zones should have participated.
		Non Olympic	(ii) Organised by the National Federation of the game concerned, affiliated to International Federation of the concerned game in which teams from at least three zones should have participated.

5.	All India Inter-University Championship/Competition	Olympic & Non Olympic	Organised by All India University Sports Control Board.
6.	National School Games/ Championships	-do-	Organised by the School Games Federation of India.
7.	All India Women Sports Festival/ Rural Sports Tournament/ Competitions	-do-	Organised by the Sports Authority of India.
8.	All India Civil Services Tournaments	-do-	Organised by All India Civil Services Sports Control Board.
9.	All India Inter State Board/Departments/ Tournaments	-do-	Organised by all India Sports Control Board of the concerned Department/Board, such as All India Police Sports Control Board, All India Electricity Board, Railway Sports Control Board, Services Control Board, P&T Sports Control Board etc. The concerned Board must be affiliated to the National Federation of the game and in which 8 affiliated units should have participated.
10.	National K.V.S. Tournaments	-do-	Organised by K.V.S. management <i>Note : K.V.S. National Tournaments equivalent to State Tournaments.</i>

3-C State Level Competitions

1.	State Sports Festival	Olympic & Non Olympic	Organised by Haryana Olympic Association.
2.	State Championships	-do-	Organised by State Association of the concerned game, affiliated to the Haryana Olympic Association or National Federation of the concerned game which in turn should have been affiliated to the IOA or International Federation of the concerned game.
3.	State School Championships/ Tournaments	-do-	Organised by Education Department, Sports Department of the State Government.

4.	University Championships	Olympic & Non Olympic	Organised by University Sports Control Board.
5.	State Panchayat Tournaments	-do-	Organised by Panchayat Department Sports Department Haryana.
6.	State Rural Tournaments	-do-	Organised by Sports Department Haryana.
7.	State Sports Women Festival	-do-	Organised by Sports Department Haryana.
8.	State Level Industrail Training Institute competitions.	-do-	Organised by Department of Industrial Training Haryana.

3-D Distt. Level Competitions

1.	Distt. Sports Festival	Organised by Distt. Olympic Association.
2.	Distt. Championship of various games.	Distt. Association of the game concerned to D.O.A. or to the State Association of the game affiliated to H.O.A. or to the National Federation of the game.
3.	Distt. School Tournament	Distt. Education Officers.
4.	District State Panchayat Tournament	D.D.P.O/D.S.O.
5.	Distt. Sports Women Tournament	Distt. Sports & Youth Welfare Officer.
6.	Distt. Rural Tournament	-do-
7.	Open Distt. Sports Competition.	Concerned Distt. Association affiliated to D.O.A. or State Associations.
8.	Sub-divisional/Blocks Level Sports Competitions.	Concerned Department.
9.	Institutional Sports Competition.	Concerned Institution.

However, the State Govt. may add to or delete any tournament/chmapionship from the above list.

4. Grading of Certificates.

- (i) Applications holding 1st, 2nd and 3rd positions in Olympic Games World Championship, World Cup, Common Wealth Games, Common Wealth Championships, Asian Games, Asian Championships/Cup SAF Games, and
-

Cricket Test Matches, Test Series/one day Test in the Cricket would be graded as A—1. 1st, 2nd, and 3rd position holders in the International Competitions/ Championships, in which at least eight countries have participated would also graded as A—1.

- (ii) Participants in the Games/Championships/Cups etc. mentioned in the sub clause (i) of clause 4 above would be graded as A—1.
- (iii) Winners of the 1st three positions in Senior National, Junior National, Inter State Championships, Inter-zonal Championships, Federation Cups, All-India Inter-iversity Championships and National School Games would graded be as B—1.
- (iv) (a) Winners of the first three positions in All India Rural Tournaments, National Women Festival, All India Civil Services Tournaments, All India various Sports Control Board Competitions, Subroto Mukerjee Football Championships, Senior and Junior Nehru Hockey Championships, in which 8 states/ units participated would be graded as B—II.
- (b) Participants in the competition, mentioned in the sub-clause (iii) of clause 4 above would be graded as B—II.
- (c) Winners of the first three positions in Zonal Competitons Championships of the Competition mentioned in sub-clause (iii) of the clause 4 above would be graded as B—II.
- (v) (a) Winners of the 1st three position in State Sports Festival, State Championship of the various Games and State School be Championships would be graded as C—I.
- (b) Participants in the competition mentioned at sub-clause (iv) 'a' of clause 4 above would be graded as C—I.
- (c) Participants in Zonal Championship for the competition mentioned in sub-clause (iii) of clause 4 above would be graded as C—I.
- (vi) (a) Winners of the 1st three positions in University Championships (Inter-college) State Panchayat Tournaments State Rural Tournaments, State Women Festival, State Inter Akhara, State-Inter centre Competitions (organised by Sports Department, Haryana) and other State level Competitions in which 8 Districts have participated would be graded as C—II.
- (b) Participants in the Zonal Competitions for the Competitions mentioned in sub-clause (iv) 'a' of the clause 4 above would be graded as D—I.
- (vii) (a) Participants in the competitions mentioned in the sub-clause (vi) 'a & b' of clause 4 above would be graded as D—I.
- (b) Winners of the first three positions in the Distt. Tournaments Distt. Festival, Distt. School Tournaments, Distt. Panchayat Tournaments, Distt. Women Festival, would be graded as D—I.
- (viii) (a) Participants in the competitions mentioned in the sub-clause of (vii) (a) of clause 4 above would be graded as D—I.

- (b) Winner of the Block level, Departmental, Institutional Competitions, would be graded D–II.

5. Eligibility for Grading the Sports Certificates.

1. Applicant should have represented the Haryana State at the National Games, Inter State Championships, Federation. Cups, Inter Zonal Competitions, and other National Competitions for grading A–I, A–II and B–I and B–II certificates. Similarly participants/position holders in the Olympic Games, World Championship, Common Wealth Games Common Wealth Championship, Asian Games, Asian Championship, SAF Games and other International Tournament/Championship, Cricket Matches/Series should have at any stage played or representing Haryana State.
2. Applicant should be a bonafide domicile of the Haryana State and he has participated in the tournaments/Championships mentioned at Sr. No. 1 above on behalf of Other States/U.T.s. This claim will be accepted only if the applicant or his/her parents are in Central/Defence/Board/Corporation and posted outside Haryana. This claim will also be accepted if the applicant is a student, and his name has been sponsored by Haryana Govt. for admission in any institutions outside Haryana.
3. Only the Senior and Junior level Championships/Competitions for all level competitions would be considered for Sports Gradations. No gradation will be issued for the Sub-Junior level Competitions *i.e.* under 14 years of age group.
4. Applications shall be received in a prescribed performa through the concerned Distt. Sports Officers alongwith an affidavit affirming the correctness of the claim duly attested by the 1st Class Magistrate on a non-judical paper.
5. The Distt. Sports Officer will forward the applications to the Director of Sports, Haryana after having full satisfaction about the performance of the candidate. Coach concerned of the game will certify the performance of the candidate for practical test.
6. If the State Sports Department come to the conclusion that sports grading certificate had been obtained by the applicant on the basis of some flotitions/false/bogus documents/evidence, the Director, Sports Haryana would have all the rights to cancel such sports grading certificate issued earlier.
7. The decision of the Sports Department will be the final.
8. The sports persons indulging in anti-social, anti-government activities and punished for gross misconduct would not be eligible for the sports grading certificate.
9. Only those sports certificates issued by the concerned Association/bodies properly and duly signed in ink by atleast two office bearers of the concerned associations would be considered for grading.
10. Participation in a lower grade shall be a pre-requisite for acceptability in the higher grade. For instance, no achievement in grade 'A' would be recognised if it is not shown to have been achieved through participation in grade 'B', 'C' and 'D'. Similarly, for recognition of an achievement of grade 'B' participation in grade 'C' and 'D' will be required.

It is, therefore, requested that gradation certificate should be issued according to these revised instructions/guidelines. All previous instructions issued from time to time to this effect may please be treated as superseded.

Yours faithfully,

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

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries in the State of Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners & Administrative Secretaries in the State of Haryana.

U.O. No. 12/44/88-2GSI

Dated, Chandigarh, the 30th November, 1993.

क्रमांक : 1883-सं०क० (1)-95

प्रेषक

आयुक्त एवं सचिव, हरियाणा सरकार,
अनुसूचित जातियां एवं पिछड़े वर्ग कल्याण
विभाग, हरियाणा।

सेवा में

1. सभी विभागाध्यक्ष, हरियाणा राज्य में।
2. आयुक्त, अम्बाला, रोहतक, हिसार तथा गुड़गांव मण्डल।
3. सभी उपायुक्त, हरियाणा राज्य में।
4. सभी उप-मण्डल अधिकारी (ना०), हरियाणा राज्य में।
5. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय।

दिनांक : 28-9-95

विषय:-- अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवारों के लिए तकनीकी शैक्षणिक तथा व्यावसायिक संस्थाओं में दाखिले के लिए आरक्षण।

श्रीमान् जी,

मुझे निर्देश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान हरियाणा सरकार के पत्र नं० 1872-स.क.-1/81 दिनांक 8.7.1981 की ओर आकर्षित करूं।

2. मण्डल आयोग एवं हरियाणा द्वितीय पिछड़े वर्ग आयोग की सिफारिशों के दृष्टिगत पिछड़े वर्गों को तकनीकी, शैक्षणिक तथा व्यावसायिक संस्थानों के दाखिले में उचित प्रतिनिधित्व देने का मामला सरकार के विचाराधीन था तथा विचारों उपरांत राज्य सरकार ने तकनीकी, शैक्षणिक तथा व्यावसायिक संस्थानों में दाखिले में पिछड़े वर्ग के लिए आरक्षण 10 प्रतिशत से बढ़ाकर 27 प्रतिशत करने का निर्णय लिया है।

3. इस सम्बन्ध में यह भी निर्णय लिया गया है कि उपरोक्त आरक्षण का लाभ देने हेतु पिछड़े वर्गों को दो खण्डों में रखा जाये अर्थात् खण्ड 'ए' तथा खण्ड 'बी' (सूची संलग्न) खण्ड 'ए' जिसमें 67 पुरानी जातियां हैं उनके लिए आरक्षण 10 प्रतिशत से बढ़ाकर 16 प्रतिशत होगा तथा खण्ड 'बी' जिसमें नई जो 5 जातियां शामिल की गई हैं उनके लिए 11 प्रतिशत आरक्षण होगा।

4. सरकार ने यह भी निर्णय लिया है कि इस समय अनुसूचित जातियों के लिए जो 20 प्रतिशत आरक्षण है, उसको यथावत रखा जाये।
5. विभिन्न श्रेणियों के लिए आरक्षण निर्धारित करते समय इन्दिरा साहनी तथा अन्य बनाम भारत सरकार सिविल रिट पटीशन नं० 930 ऑफ 1990 में माननीय सर्वोच्च न्यायालय के निर्णय के दृष्टिगत कुल आरक्षण 50 प्रतिशत से अधिक नहीं होना चाहिये, का भी ध्यान रखा जाये।
6. आरक्षण का लाभ देते समय पिछड़ी जातियों में सम्पन्न पत्रों () के बारे जो हिदायतें सरकार के पत्र नं० 1170-स०क० (1)-95, दिनांक 7-6-95 द्वारा जारी की गई हैं उनकी दृढ़ता से पालना की जाये।

संयुक्त सचिव,

कृते : आयुक्त एवं सचिव, हरियाणा सरकार,
अनुसूचित जातियां एवं पिछड़े वर्ग

कल्याण विभाग।

क्रमांक : ई०सी०-2-95-31538-48

प्रेषक

निदेशक,
अनुसूचित जातियां एवं पिछड़े वर्ग
कल्याण विभाग, हरियाणा।

सेवा में

1. आयुक्त एवं सचिव, हरियाणा सरकार, स्वास्थ्य विभाग।
2. रजिस्ट्रार, कुरुक्षेत्र विश्वविद्यालय, कुरुक्षेत्र।
3. रजिस्ट्रार, महर्षि दयानन्द विश्वविद्यालय, रोहतक।
4. रजिस्ट्रार, चौधरी चरण सिंह कृषि विश्वविद्यालय, हिसार।
5. प्रधानाचार्य कम निदेशक, पंडित भगवतदयाल शर्मा मैडिकल कालेज, रोहतक।
6. प्रधानाचार्य, महाराजा अग्रसेन मैडिकल कालेज, अग्रोहा (हिसार)।
7. निदेशक, तकनीकी शिक्षा विभाग, हरियाणा।
8. निदेशक, औद्योगिक प्रशिक्षण एवं व्यवसायिक शिक्षा विभाग, हरियाणा।
9. निदेशक, आयुर्वेदिक, हरियाणा।
10. निदेशक, उच्चतर शिक्षा विभाग, हरियाणा।
11. रजिस्ट्रार, गुरु जम्बेश्वर तकनीकी विश्वविद्यालय, हिसार।

दिनांक : 26-10-95

विषय:-- अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवारों के लिए तकनीकी, शैक्षणिक तथा व्यावसायिक संस्थाओं में दाखिले के लिए आरक्षण।

श्रीमान् जी,

उपरोक्त विषय पर आयुक्त एवं सचिव, हरियाणा सरकार अनुसूचित जातियां एवं पिछड़े वर्ग कल्याण विभाग के पत्र क्रमांक 1883-स०क० (1)-95, दिनांक 28.9.95 द्वारा पिछड़े वर्ग के लिए आरक्षण 10 प्रतिशत से बढ़ाकर 27 प्रतिशत कर दिया गया है।

2. उपरोक्त आरक्षण का लाभ देने हेतु पिछड़े वर्गों को दो खण्डों में रखा जाये अर्थात् खण्ड 'ए' तथा खण्ड 'बी' (सूची संलग्न), खण्ड 'ए' जिसमें 67 पुरानी जातियां हैं, उनके लिए आरक्षण 10 प्रतिशत से बढ़ाकर 16 प्रतिशत होगा तथा खण्ड 'बी' जिसमें नई जो 5 जातियां शामिल की गई हैं, उनके लिए 11 प्रतिशत आरक्षण होगा।
3. अतः आपसे अनुरोध है कि (संलग्न हिदायतों) के अनुसार भविष्य में तकनीकी, शैक्षणिक तथा व्यावसायिक संस्थानों के दाखिलों में पिछड़े वर्ग को 27 प्रतिशत आरक्षण दिया जाये और आपके अधीन संस्थानों में उन हिदायतों की पालना दृढ़ता से करवाई जाये।

उप-निदेशक (प्रशि०),

कृते : निदेशक, अनुसूचित जातियां एवं पिछड़े
वर्ग कल्याण विभाग, हरियाणा।

PROMFORMA —I

STATEMENT SHOWING THE NUMBER OF RESERVED POSTS/VACANCIES (CLASS I & II) FILLED FROM THE MEMBERS OF SCHEDULED CASTES/BACKWARD CLASSES/EX-SERVICEMEN AND PHYSICALLY HANDICAPPED IN DEPARTMENT/BOARD/ CORPORATION _____

FOR THE HALF YEARLY REPORT ENDING _____

Class	Category of posts	Total Number of posts/ vacancies filled during the half yearly under report.	Number of posts/ vacancies reserved according to Roster Register for				Number of candidates appointed during the Half yearly under report from				Shortfall				Reasons for shortfall
											S.C.	B.C.	E.S.M.	P.H.	
			S.C.	B.C.	E.S.M.	P.H.	S.C.	B.C.	E.S.M.	P.H.	(4-8)	(5-9)	(6-10)	(7-11)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

PROFORMA II

464

OVERALL POSITION OF RESERVED CATEGORIES (Class-I & II) FOR THE PERIOD ENDING ON _____
NAME OF THE DEPARTMENT/CORPORATION/BOARD _____

Class	Total No. of employees I in Position	No. of employees of reserved categories out of column No. 2 and their percentage.							
		S.C. %	B.C. %	E.S.M. %	P.H. Blind	Deaf	Ortheope- dically.	Total (6+7+8)	%age
1	2	3	4	5	6	7	8	9	10

- I— Direct
By Promotion
- II- Direct
By Promotion

PROMFORMA —III

STATEMENT SHOWING THE NUMBER OF RESERVED POSTS/VACANCIES (III & IV) FILLED FROM THE MEMBERS OF SCHEDULED CASTES/BACKWARD CLASSES/EX-SERVICEMEN AND PHYSICALLY HANDICAPPED IN DEPARTMENT/BOARD/CORPORATION _____ FOR THE HALF YEARLY REPORT ENDING _____

Class	Category of posts	Total Number of posts/ vacancies filled during the half yearly under report.	Number of posts/ vacancies reserved according to Roster register for								Number of candidates appointed during the Half year under report from								Shortfall																				
																			S.C.				B.C.				E.S.M.				P.H.								
																			P		Block		A		B		A		B										
																			A		B																		
			S.C.								B.C.								E.S.M.				P.H.																
				P				Direct				Direct				Direct								P				Block				Block				Block			
								Block				Block				Block												A				B							
								A				B				BC				BC				BC				BC											
								(A)				(B)				(A)				(B)																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26														

PROFORMA —IV

466

OVERALL POSITION OF RESERVED CATEGORIES (Class III & IV) FOR THE PERIOD ENDING ON _____
NAME OF THE DEPARTMENT/CORPORATION/BOARD _____

Class	Total No. of employees I in Position	No. of employees of reserved categories out of column No. 2 and their percentage.									
		S.C.	Promotion	Direct		ESM (Direct)			PH (Direct)		
				Block		Block	Block	Gen.	Block	Block	Gen.
				A	B						
1	2	3	4	5	6	7	8	9	10	11	12

III- Direct
By Promotion
IV- Direct

क्रमांक : 333-संक० (1)-97

प्रेषक

आयुक्त एवं सचिव, हरियाणा सरकार,
अनुसूचित जातियाँ एवं पिछड़े वर्ग कल्याण विभाग।

सेवा में

1. सभी विभागाध्यक्ष हरियाणा राज्य में।
2. आयुक्त, अम्बाला, रोहतक, हिसार तथा गुड़गांव मण्डल।
3. सभी उपायुक्त हरियाणा राज्य में।
4. सभी उप-मण्डल अधिकारी (ना०), हरियाणा राज्य में।
5. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय।

दिनांक : चण्डीगढ़, 25-2-97.

विषय:-- अनुसूचित जाति तथा पिछड़े वर्ग के उम्मीदवारों के लिये तकनीकी, शैक्षणिक तथा व्यावसायिक शिक्षा संस्थाओं में दाखिले के लिये आरक्षण।

श्रीमान् जी,

मुझे निर्देश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान हरियाणा सरकार के पत्र नं० 1883-संक० (1)-95, दिनांक 28-9-95 की ओर आकर्षित करूँ।

2. सरकार ने यह निर्णय लिया है कि अनुसूचित जातियों के लिये जो तकनीकी, शैक्षणिक तथा व्यावसायिक शिक्षा संस्थाओं में दाखिले के लिये 20 प्रतिशत आरक्षण है उसको दो खण्डों में रखा जाये अर्थात् खण्ड “ए” तथा खण्ड “बी”। खण्ड “बी” में चमार, जटिया चमार, रहगर, रैगर, रामदासी तथा रविदासी के लिये आरक्षण 10 प्रतिशत तथा खण्ड “ए” (सूची संलग्न) के लिये 10 प्रतिशत आरक्षण होगा। यदि खण्ड “ए” में कोई छात्र उपलब्ध नहीं होता तो खण्ड “बी” से भर लिया जाये, यदि खण्ड “बी” से कोई छात्र उपलब्ध नहीं होता तो खण्ड “ए” से भर लिया जाये।

3. आयुक्त एवं सचिव, हरियाणा सरकार, अनुसूचित जातियाँ एवं पिछड़े वर्ग कल्याण विभाग के परिपत्र क्रमांक 1883-स.क. (1)-95, दिनांक 28-9-95 द्वारा जो पिछड़े वर्ग के लिये हिदायतें जारी की गई थीं, वे यथावत् लागू रहेंगी।

हस्ता./-

संयुक्त सचिव,

कृते : आयुक्त एवं सचिव, हरियाणा सरकार,
अनुसूचित जाति तथा पिछड़े वर्ग कल्याण विभाग।

अनुसूचित जातियों की सूची खण्ड “ए”

क्र०सं०	जाति का नाम	क्र०सं०	जाति का नाम
1.	आद्धर्मी	19.	खटीक
2.	वाल्मिकी, चूड़ा, भंगी	20.	कोरी, कोली
3.	बंगाली	21.	मरीजा, मरीचा
4.	बरार, बुरार, बिरार,	22.	मजहबी
5.	बटवाल	23.	मेघ
6.	बोरिया, बावरिया	24.	नट
7.	बाजीगर	25.	ओड
8.	भंजरा	26.	पासी
9.	चनाल	27.	सेरया
10.	दागी	28.	फेरेरा
11.	डरेन	29.	सनहाई
12.	डेहा, डहया, डीया	30.	सनहाल
13.	धानक	31.	सांसी, भेडकूट, ममेश
14.	डोगरी, डांगरी, सिग्गी	32.	संसोई
15.	डूमना, महाशा, डूम	33.	सपेला
16.	गगड़ा	34.	सरेडा
17.	गंधील, गंदील, गंदोला	35.	सिकलीगर
18.	कबीर पंथी, जुलाहा	36.	सिरकीबन्द

क्रमांक : 22/89/97-3 जी०एस०-III

प्रेषक

मुख्य सचिव, हरियाणा सरकार।

सेवा में

1. सभी विभागाध्यक्ष, हरियाणा राज्य में।
2. आयुक्त, अम्बाला, रोहतक, हिसार तथा गुड़गांव मण्डल।
3. सभी उपायुक्त हरियाणा राज्य में।
4. सभी उप-मण्डल अधिकारी (ना०), हरियाणा राज्य में।
5. रजिस्ट्रार, पंजाब एवं हरियाणा उच्च न्यायालय।

दिनांक : 12-11-1997.

विषय:-- सरकारी शैक्षणिक संस्थाएं तथा अन्य शैक्षणिक संस्थाएं जो सरकार से अनुदान प्राप्त करती हैं, के लिए तीन प्रतिशत विकलांग व्यक्तियों को आरक्षण देने बारे।

श्रीमान् जी,

मुझे निदेश हुआ है कि मैं उपरोक्त विषय पर आपका ध्यान विकलांग जन (समान अवसर अधिकारी, संरक्षण एवं पूर्ण भागीदारी) अधिनियम-95 के अनुच्छेद-6 की धारा-39 की ओर आकर्षित करूँ।

2. उक्त कथित अधिनियम की धारा-39 के अन्तर्गत सरकारी शैक्षणिक संस्थाएं तथा अन्य शैक्षणिक संस्थाएं जो सरकार से अनुदान प्राप्त करती हैं, मैं दाखिले के लिए विकलांग व्यक्तियों के लिए कम से कम 3 प्रतिशत सीटों को आरक्षण करने (1% for blindness or low vision, 1% for hearing impairment and 1% for Locomotor disability or cerebral palsy) बारे राज्य सरकार ने निर्णय लिया है।

3. उपरोक्त हिदायतों की दृढ़ता से पालना की जाये।

हस्ता./-

संयुक्त सचिव, सामान्य प्रशासन
कृते : मुख्य सचिव, हरियाणा सरकार।

No. 22/34/98-3GS-III

From

The Chief Secretary to Govt., Haryana.

To

All Heads of Departments in Haryana State.

Dated : Chandigarh, the 19-3-1999.

Subject :— Reservation for admission in Educational/Professional Colleges/Institutions.

Sir,

I am directed to invite your attention to the Haryana Govt. letter No. 22/89/97-3GS-III dated 12.11.97 and the instructions issued by Welfare of Scheduled Castes and Backward Classes Deptt. or any other Deptt. from time to time on the subject noted above and to say that for the purpose of admission in Educational/Professional/Medical/Dental/Ayurvedic/Engineering/I.T.Is/Technical Educational Institutions/Colleges the Haryana Government have now decided to provide reservation for different categories as under :—

- | | | |
|----|-------------------------------|-----------------------------------|
| 1. | Scheduled Castes | 20% (50% each 'A' & 'B' category) |
| 2. | Backward Classes | A Block 16%
B Block 11% |
| 3. | Orthopaedically Handicapped | 1% |
| 4. | Dependent of Freedom Fighters | 1% |
| 5. | E.S.M. and their Wards | 1% |

2. These instruction should be brought to the notice of all concerned working under you for information and necessary action.

Yours faithfully,

Sd/-

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

No. 22/34/98-3GS-III

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments in the Haryana State.

Dated : Chandigarh, the 28th May, 1999.

Subject :— Reservation for admission in Educational/Professional Colleges/Institutions.

Sir,

I am directed to invite your attention to the Haryana Government letter No. 22/34/98-3GS-III, dated 19.3.99 and subsequent clarification issued on 5.5.99, on the subject noted above. After careful consideration in this regard it has been decided by the Govt. that where the number of seats is less than 100, the three categories of ESM/DESM, Dependents of freedom fighters and physically handicapped should be clubbed together as before to constitute a total of 3% reservation and the benefit of reservation within this block be given by rotation to the three categories. Where the number of seats is 100 or more, there the instructions dated 19.3.99 allocating 1% reservation to each of the above mentioned categories would become operational.

2. These instructions should be brought to the notice of all concerned working under you for information and necessary action.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt., Haryana for information.

Sd/-

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

To

All the Financial Commissioners & Administrative Secretaries
to Government Haryana.

U.O. No. 22/34/98-3GS-III

Dated Chandigarh, the 28th May, 1999

No. 22/89/97-3GS-III

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments in Haryana State.
2. The Registrar, Punjab & Haryana High Court.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in the Haryana State.

Dated : Chandigarh, the 7th August, 2000.

Subject :— Reservation for admission in Educational/Professional and Technical Institutions.

Sir,

I am directed to invite your attention to the Haryana Govt. letters No. 22/34/98-3GS III dated 19.3.99 and dated 5.5.99 on the subject noted above, in which directions were given to reserve seats for Admission in the Educational, Technical and Professional Institutions for S.C./B.C., Physically handicapped Ex-serviceman and Freedom fighter candidates. In order to remove some difficulties facing the physically handicapped candidates, it has been decided that for the purpose of admission in Government and as well as, in Government aided Educational/Professional/Medical/Engineering/I.T.I's/Technical Educational Institutions and Colleges, there will be 3% reservation for physically handicapped (1% for blindness or low vision, 1% for hearing impairment and 1% for locomotor disability or cerebral palsy). But in the event of the quota reserved for physically handicapped remaining unutilized due to non-availability for suitable category of handicapped candidates, it may be offered to the Ex-servicemen and their wards (1%) and the dependents of freedom fighters (1%).

2. These instructions should be brought to the notice of all concerned working under you for information and necessary action.

Yours faithfully,

Sd/-

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

A copy is forwarded to all the :—

1. All the Financial Commissioners and Secretaries to Govt. Haryana.
2. All the Administrative Secretaries to Govt. Haryana for information and necessary action.

Sd/-

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

To

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

U.O. No. 22/89/97-3GS-III

Dated : 07.08.2000.

No. 22/27/2004-2GSIII

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments in the Haryana State.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.
3. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana State.

Dated Chandigarh, the October 20, 2005

Subject: Reservation for admission in educational/professional Colleges/Institutions.

Sir/Madam,

I am directed to invite your attention to Haryana Government instructions issued vide letter No 22/34/98-3GSIII, -dated 19-03-99, followed by letters of even number dated 05.05.99 and letter No 22/89/97-3GSIII, dated 07.08.2000 on the subject noted above, wherein provision for reservation of seats in the educational, technical and professional institutes for the candidates of various categories was made as under:—

- | | | | |
|----|------------------------|-----|---|
| 1. | Scheduled Castes | 20% | (50% each 'A'. and 'B' Block) |
| 2. | Backward Classes | 16% | A Block |
| | | 11% | B Block |
| 3. | Physically handicapped | 3% | In the event of quota reserved for physically handicapped remain unutilized due to non availability for suitable category of handicapped candidates, it may be offered to the Ex-servicemen and their wards (1%) and the dependents of Freedom Fighters (1%). |

On further consideration of the matter, it has been decided to allow 3% horizontal reservation to Ex-servicemen/freedom fighters and their dependents by providing reservation within reservation of 1% of general category, 1% out of scheduled castes and 1% from backward classes category for admission to the various educational institutions of the Government and Government aided/self financing colleges/institutes Located in Haryana As far as block allocation in Block A and Block B of Scheduled Castes and Backward Classes categories is concerned yearwise rotational system will be adopted. For example, if blocks A of scheduled castes and backward classes are given seats in the academic year 2006, the next block i.e. B Block of categories of scheduled castes and backward classes will be given seats in the next academic year i.e. 2007 and so on.

These instructions should be brought to the notice of all concerned working under your control for strict compliance.

Yours faithfully,

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

A copy is forwarded' to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government Haryana for information and necessary action.

Sd/-

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

To

All the Financial Commissioners and Principal Secretaries/
Commissioners and Secretaries to Government Haryana.

U.O.No. 22/27/2004-2GSIII

Dated Chandigarh, the October 20, 2005

No. 22/8/2004-3GSIII

From

The Chief Secretary to Government Haryana

To

1. All the Heads of Departments,
Commissioners, Ambala, Rohtak, Gurgaon &
Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court;
Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State.
Dated Chandigarh, the 7.6.2007

Subject:- Reservation of posts for Scheduled Castes, Backward Classes under the services of Haryana State.

Sir,

I am directed to refer to Haryana Government letter No. 22/55/90-3GS-III, dated 9.11.1994 on the subject noted above which interalia laid down that for the purpose of reservation in services, Scheduled Castes in Haryana would be put in two categories i.e. Block A and Block B in direct recruitment. These instructions had been challenged in the Hon'ble Punjab, & Haryana High Court by way of Writ Petition 398 of 2004 — Gajay Singh Muwal Vs. State of Haryana and other 3 Civil Writ Petitions. The Hon'ble High Court vide its common judgement/orders dated 6.7.2006 has quashed the above instructions dated 9.11.1994 in the following terms:-

“We, accordingly, find that the present controversy is fully covered by the decision of Supreme Court in the case E.V. Chinnaiah's case (Supra). We, accordingly, would quash the Notification No. 22/55/90-3GS-III, dated 9.11.1994 holding the same to be ultravires of the Constitution.”

The State Government has filed a Special Leave Petition CC No. 1789 of 2007 — State of Haryana Vs. Gajay Singh Muwal alongwith an application for staying the operation of the judgement/orders dated 6.7.2006 of the Hon'ble High Court in the said case. Similar SLPs have been filed by some private respondents also. However, these SLPs have neither been listed for hearing nor any stay has been granted by the Hon'ble Supreme Court of India, so far.

Under these circumstances the State Government on reconsideration of the matter, has decided to withdraw instructions bearing No. 22/55/90-3GS-III, dated 9.11.1994 subject to the final decision of the Hon'ble Supreme Court in the SLPs referred to above. Consequently, there will be no categorisation of the Scheduled Castes into A and B blocks. The vacancies meant for direct recruitment to reserved category of Scheduled Castes will be notified to the recruiting agencies without categorisation of Scheduled Castes in A & B Blocks.

Similarly, the Govt. instructions bearing No.22/34/98-3GSIII dated 19.3.1999 and even number dated 5.5.1999 and letter No.22/89/97-3GSIII dated 7.8.2000 regarding admissions in Govt. as well as in Govt. aided/self Financing Educational/Professional/Medical/Engineering/ ITIs/ Technical Educational Institutions and colleges will be deemed to have been modified to the extent indicated above.

It is requested that these instructions may be brought to the notice of all concerned for strict compliance.

Yours faithfully

Sd/-

(Sumita Misra)

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

A copy is, forwarded to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government Haryana for information and necessary action.

Sd/-

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

To

All the Financial Commissioners and Principal Secretaries/
Commissioners & Secretaries to Govt. Haryana.

U.O. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to the Member Secretary, Haryana Bureau of Public Enterprises, Chandigarh for information/necessary action and strict compliance.

Sd/-

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

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to all the Managing Directors/Heads of Various Boards and Corporations in Haryana.

Sd/-

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

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to the Secretary, State Information Commissioner, Haryana, SCO No. 70-71, 1st Floor, Sector 8, Chandigarh for information and necessary action.

Sd/-

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

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to the Secretary, Haryana Public Service Commission, Chandigarh for information/necessary action.

Sd/-

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

Endst. No. 22/8/2004-3GS-III

Dated Chandigarh, the 7.6.2007

A copy is forwarded to the Secretary, Haryana Staff Selection Commission, Panchkula for information and necessary action.

Sd/-

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

CHAPTER-XI

**(PROVISION OF RESERVATION
MADE BY VARIOUS DEPARTMENTS)**

EDUCATION DEPARTMENT, HARYANA.

The instructions, regarding reservation, issued by the office of Chief Secretary Haryana from time to time are being followed by the Education Department in service/admission. The Education Department, vide its Notification No. G.S.R. 22/Const./Art.309/2008, dated 1.8.2008, No. G.S.R.23/Const./Art.309/ 2008, dated 1.8.2008 and No.G.S.R. 24/Const./Art.309/2008, dated 1.8.2008, has provided 33% reservation for women in case of direct recruitment in service in 'Haryana Primary Education (Group C) District Cadre Service', 'Haryana State Education School Cadre (Group C)' and 'Haryana State Education Lecturer School Cadre (Group C)'.

INDUSTRIAL TRAINING AND VOCATIONAL EDUCATION **DEPARTMENT, HARYANA**

1. Instructions followed for reservation in Service matters

The department follows the instructions of the Chief Secretary to Govt. of Haryana issued from time to time while making recruitment in services viz.,

- (i) Memo No 38/20/78-2GSI dated 9.2.1979,
- (ii) Memo No. 22/36/95-3GSIII dated 20.7.1995 and
- (iii) Memo No. 22/79/95-3GSIII dated 12.6.1997

Note: There is no separate departmental reservation policy for the recruitment of Staff.

2. Instructions followed for reservation in the matters related to Admissions

This department makes admissions in the following institutes:

- (i) 77 Industrial Training Institutes at various places in the State.
- (ii) 31 Industrial Training Institutes (Women) at various places in the State.
- (iii) 7 Teachers Training Centres at various places in the State.
- (iv) Government Art and Craft School, Rohtak
- (v) Government Footwear Institute, Rewari
- (vi) 99 Vocational Education Institutes (scheme transferred/merged to department of Education since 2008-2009)

For admission in the said institutes of the department the instructions of Chief Secretary to Govt. Haryana circulated vide memo.no. 22/34/98-3G.S.III dated 19.3.99 and subsequent instruction No. 22/89/97-3G.S.III dated 7.8.2000 are followed regarding reservation of seats for SC/BC/ESM/PSC etc. which is given below:-

Sr. No.	Category	Seats Reserved in %
1	Scheduled Caste	20
2	Backward Classes	27 (16% for block A and 11 % for block B)
3	Physically handicapped	3 (1 % for Blind or Low Vision; 1% for Hearing Impaired; and 1% for Locomotive Disabled or Cerebral Palsy)

But in the event of non-availability of suitable candidates in physically handicapped category, the unutilized remaining quota reserved for Physically Handicapped persons will be offered to the Ex-Serviceman and their wards (1%) and to the dependents of Freedom Fighters (1%).

3. Horizontal Reservation (25%) for Women in all institutes of the department

During the Year of Girl Child 2006, the Government decided to reserve 25% seats for women in all the institutes of the department and the same has been implemented since August 2006 (thus 25% horizontal reservation were made for women during the session 2006-07, 2007-08, 2008-09).

TECHNICAL EDUCATION DEPARTMENT

The instructions, regarding reservation, issued by the office of Chief Secretary Haryana from time to time are being followed by the Technical Education Department for service / admission to AICTE approved Technical Institutions.

The reservation policy followed by the Department for admission & service is as under:-

RESERVATION IN ADMISSION:

Distribution of Seats to be filled by Haryana State Counseling through NIC by online off campus counseling:

(i) *For Govt. / Govt. Aided Institutions / University Departments:-*

(a) All India Category Seats	=	15% of intake
(b) State Quota	=	85% of intake
(b-1) Haryana Open (General)	=	50% of State Quota i.e. 42.5% of intake
(b-2) Reserved Categories of Haryana	=	50% of State Quota i.e. 42.5% of intake
Scheduled Castes	=	20% of State Quota (17% of intake)
Backward Classes of Haryana (A)	=	16% of State Quota (13.6% of intake)
Backward Classes of Haryana (B)	=	11% of State Quota (9.3% of intake)
Physically Handicapped	=	3% of State Quota (2.55% of intake)
ESM & their wards & Dependents of Freedom Fighters	=	3% Horizontal (1% each out of Haryana Open General Category, Scheduled Caste/ Backward Class)

3% horizontal reservation is provided to Ex. Serviceman / Freedom Fighters and their dependents by providing reservation within reservation of 1% of General Category, 1% out of Scheduled Castes and 1% from Backward Classes for admissions to various educational institutions of Government and Government Aided. This reservation will be in rotation for Block 'A' and Block 'B'. (As per Chief Secretary order no.22/27/2004-2GSIII dated Oct. 20, 2005)

(ii) **Distribution of 75% Seats for private institutions**

- ☐ 15% of 75% i.e. 11.25 of sanctioned seats for All India Category
- ☐ Half of the balance 63.75% seats i.e. 31.87% for Haryana residents categories (General Category)

- Half of these balance 63.75% seats i.e. 31.87% for reserved categories of Haryana in the ratio as specified by Govt. of Haryana in case of Govt./Aided.
 - 20% for SC (i.e. 12.74% of sanctioned intake)
 - 16% for BCA (i.e. 10.18% of sanctioned intake).
 - 11% for BCB (i.e. 7% of sanctioned intake)
 - 3% for PHC (i.e. 1.9 % of sanctioned intake)

ESM/ FF/their wards

- 1% horizontal from General Candidates of Haryana. (i.e. 0.30% of sanctioned intake)
- 1% horizontal from SC (i.e. 0.12% of sanctioned intake)
- 1% horizontal from BC(i.e. 0.17 % of sanctioned intake)

25% horizontal reservation in all above categories shall be provided for girl candidates.

(iii) Distribution of 100% seats for private unaided Minority institutions –

- i. All India category including NRI seats not exceeding upto 15% (at the discretion of the management as above).
- ii. Minority Quota - 42.5% of sanctioned intake.
- iii. Balance- 42.5% (half for Haryana Open General and half for reserved categories of Haryana in the ratio as specified above).

(However, at the intervention of National Commission for Minority, Al-Falah School of Engg., Faridabad and Brown Hills College of Engg. & Tech. Dhauj, Faridabad allowed to fill all the seats at their level)

Instructions issued by the Technical Education Department regarding Reservation in Admission to technical courses:

1. One seat in each institution in each course is reserved for Kashmiri Migrants for Diploma, Degree (B.E. / B. Tech., B. Arch., B. Pharma, BHMCT) and Post Graduate Courses (MBA & MCA). These seats are supernumerary seats.
2. **For Diploma(Engg):** One seat in each branch in each Polytechnics is reserved for each topper of Govt. Schools of Haryana and shall be filled on the inter-se merit of 10th class through Online counseling also.
3. 50% seats of Govt. Polytechnic for Women, Morni are reserved for residents of Morni and 50% of total seats at GP Uttawar for **Diploma(Engg.) and Diploma(Pharmacy & Management)** are

horizontally reserved for resident of Mewat area only. The admissions for these seats shall be made on the basis of DET merit by the Principal of GP Uttawar through open advertisement.

4. In case of Diploma(Engg): 10 seats at S.J.P. Damla are horizontally reserved for resident of Damla village, 12 seats at Govt. Polytechnic Sanghi are horizontally reserved for resident of Sanghi Village, 10 seats at Govt. Polytechnic Lisana are horizontally reserved for resident of Lisana Village, 4 seats at Govt. Polytechnic, Chikha are horizontally reserved for resident of Chikha Village. The respective Principals of these Polytechnics shall make the admissions for these horizontally reserved seats on the basis of DET merit only through open advertisement.
5. Haryana Govt. School Topper, seats in each branch in the Govt. /Aided / University Department / Private Institutes offering B.E. / B. Tech. programme shall be filled on the basis of inter se merit of 10+2 out of each topper (having minimum 2nd Division i.e. 50% in aggregate) of Govt. Sr. Sec. School offering Science stream (Having minimum 5 students on roll in the Science stream), subject to fulfilling the eligibility criteria. The candidates shall produce a certificate in the support of their claim from the Principal / Headmaster of the Govt. School of which the candidate is topper clearly stating the strength of class.
6. 10 (Ten) seats are reserved for the bonafide residents of Murthal in DBCR University of Science & Technology, Murthal (Sonapat) for B.E/ B. Tech. & 10 (Ten) seats in CDLM Engg. College, Panniwala Mota, Sirsa for residents of Village Panniwala Mota for B.E. / B. Tech. These seats shall be filled by the respective institutes on merit by giving due publicity at their own level before 2nd phase of counselling.
7. State Govt. has reserved 8 seats (2 seats in each branch) in Matu Ram Institute of Engg. & Mgmt., Rohtak for B.E. / B. Tech. for the residents of Bohar/ Garhi and migrated residents of these villages to Kutana/ Majra. Out of above seats, 2 seats should be given to girl candidates. All admissions shall be made firstly on the merit of AIEEE and vacant seats if any, shall be filled on the merit of qualifying exam by the Director-Principal at their own level in transparent manner by giving due publicity.

NOTE:

Reservation in Seats at Sr. 2 to 8 is horizontal reservation.

8. 25% horizontal reservation in each course in all categories shall be provided for girl candidates.
9. NRI Seats:

In compliance of the judgment dated 12.8.2005 of Hon'ble Supreme Court of India in PA Inamdar case, a limited reservation of NRI Seats, not exceeding 15%, may be made available to NRIs depending on the discretion of the Management subject to two conditions:

1. Such seats should be utilized Bonafide by the NRIs only and for their children or wards.
2. Secondly, within the quota, the merit should not be given a complete go-by.
 - (a) The amount of money, in whatever form collected from such NRIs, should be utilized for benefiting students such as from economically weaker sections of

the society, whom, on well defined criteria, the educational institutions may admit on subsidized payment of their fee.

- (b) To prevent misutilization of such quota or any malpractice referable to NRI quota seats, it will be for the committees constituted pursuant to Islamic Academy's direction i.e. under the Chairmanship of Hon'ble Mr. Justice R.K. Nehru (Retd.) to regulate till suitable legislation or regulations are framed by the State.
- (c) List of Institutions offering NRI seats & their fee structure shall be made available in due course of time.

Note :

- (i) Students in their own interest, are advised to seek admission against NRI seats only, if they fulfil the eligibility and other conditions prescribed in Hon'ble Supreme Court decision in PA Inamdar case, failing which, it is most likely that their admission may be cancelled at any later stage, whenever, comes to the notice of the competent authority.
- (ii) Counselling for NRI seats, if any, shall be strictly done by the concerned institute at their own level as per the counselling schedule mentioned in key dates and strictly as per guidelines of Hon'ble Supreme Court Decision in PA Inamdar case.
- (iii) Eligibility for such seats shall remain the same as mentioned in Chapter-3. Anyhow, the candidates passing qualifying exam. from foreign countries shall produce the equivalency certificate from the association of Indian University. Such seats shall be filled on the basis of inter se merit of qualifying exam.
- (iv) The fee shall be charged, as devised by the concerned institute and determined by State Fee Committee. However, it is made clear that no institute shall charge more or less fee than determined by the State Fee Committee.
- (v) Applications shall be invited by the concerned institute for NRI Quota seats at their own level and the merit list of such candidates admitted by the Institute shall be displayed on the institute's website by the institute on the last day of this counselling at 5.00 PM with copy to affiliating University, Haryana State Counselling Society and Chairman, State Fee Committee in the following format :

Sr. No.	Name of Candidate with complete address	Father's Name	Mother's Name	Name of Board/ Univ. from which qualifying exam. passed	%age of aggregate marks	Name & complete address of NRI of which candidate is children or ward	Amount of fee charged & Name of Currency	Branch Allotted	Remarks, if any
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RESERVATION IN SERVICE:

(A) Direct Recruitment-

	SC	BC	ESM	PH
Class-I & II	20%	10%	5%	3%

	SC	BC (A Block)	BC (B Block)	PH	General Category (50%)	17% Horizontal (14% ESM + 3% Sport Person)
Class-III & IV	20%	16%	11%	3%		

(B) By promotion

Class III & IV
SC — 20%

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PT.B.D.SHARMA POSTGRADUATE INSTITUTE OF MEDICAL SCIENCES ROHTAK

The reservation policy in admission is as under:-

MBBS/BDS/BAMS:-

Sr. No.	Category	Percentage of Reservation
1.	Scheduled Castes	20%
2.	Backward Classes	
	Block-A(excluding Creamy Layer)	16%
	Block-B (excluding Creamy Layer)	11%
3.	Physically Handicapped Locomotor disability or cerebral palsy PHL)	3%
4.	Roster shall be maintained for 3% horizontal reservation to Ex-servicemen/freedom fighters and their dependants by providing reservation within reservation of 1% of General Category, 1% out of scheduled Caste and 1% from Backward Classes categories. As far as Block allocation in Block-A & Block –B of SC and BC categories is concerned , year wise rotation system will be adopted	

1. BSc. Nursing :-

Boys 20% reservation

Girls 80% reservation

Sr. No.	Category	Percentage of Reservation
i.	Scheduled Castes	20%
ii.	Backward Classes	
	Block-A(excluding Creamy Layer)	16%
	Block-B (excluding Creamy Layer)	11%
iii.	Physically Handicapped Locomotor disability or cerebral palsy PHL)	3%