

No. 36035/17/2008-Estt(Res)
Government of India
Ministry of Personnel, P.G. & Pensions
Department of Personnel & Training

North Block, New Delhi
Dated the 14th November, 2008

OFFICE MEMORANDUM

Subject: Publication of information relating to representation of SCs, STs, OBCs and persons with Disabilities in the Annual reports of the Ministries and Departments.

The undersigned is directed to invite attention to this Department's O.M. No. 36013/1/77-Estt(SCT) dated 7.6.1977 whereby it was decided that each Ministry / Department shall publish in its annual report the statistics relating to representation of Scheduled Castes and Scheduled Tribes in the services under the control of the Ministry / Department. Several developments like introduction of reservation for OBCs, enactment of Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 have taken place since then. Keeping all aspects in view, it has now been decided that each Ministry / Department should publish in its annual report information relating to:

- (i) Representation of SCs, STs and OBCs in Ministry / Department including its attached and subordinate offices. Proforma enclosed as **Annexure I** may be used for the purpose;
- (ii) Representation of persons with disabilities in the Ministry / Department including its attached and subordinate offices. Proforma enclosed as **Annexure II** may be used for the purpose, and
- (iii) Steps taken by the Ministry / Department to implement the provisions of reservation for SCs, STs, OBCs and PWDs.

21

2 Similar information in respect of the public sector enterprises, autonomous bodies, statutory and semi Government bodies under the control of the Ministry / Department may also be published in the annual report.



(K G Verma)
Director

To

- I. All Ministries/Departments of the Govt. of India.
- II. Department of Financial Services, New Delhi
- III. Department of Public Enterprises, New Delhi
- IV. Railway Board, New Delhi.
- V. Union Public Service Commission/Supreme Court of India/ Election Commission of India/Lok Sabha Secretariat/ Rajya Sabha Secretariat/ Cabinet Secretariat/Central Vigilance Commission/President's Secretariat/ Prime Minister's Office/Planning Commission.
- VI. Office of the Chief Commissioner for Disabilities, Sarojin House, 6, Bhagwan Das Road, New Delhi - 110 001
- VII. Office of the Comptroller & Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi.
- VIII. All Officers and Sections in the Ministry of Personnel, Public Grievances and Pensions and all attached/subordinate offices of this Ministry
- IX. Information and Facilitation Centre, DOPT, North Block, New Delhi.
- X. 200 spare copies for Estt(Res)Desk.

ANNEXURE -II

REPRESENTATION OF THE PERSONS WITH DISABILITIES

Group	Number of Employees				DIRECT RECRUITMENT								PROMOTION					
					No. of Vacancies reserved			No. of Appointments Made			No. of Vacancies reserved			No. of Appointments Made				
	Total	VH	HH	OH	VH	HH	OH	Total	VH	HH	OH	VH	HH	OH	Total	VH	HH	OH
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Group A													—	—	—			
Group B													—	—	—			
Group C																		
Group D																		
Total																		

Note: (i) VH stands for Visually Handicapped (persons suffering from blindness or low vision)
 (ii) HH stands for Hearing Handicapped (persons suffering from hearing impairment)
 (iii) OH stands for Orthopaedically Handicapped (persons suffering from locomotor disability or cerebral palsy)

93