

COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND SCHEDULED TRIBES

(Fifth Lok Sabha)

THIRTIETH REPORT

MINISTRY OF HEAVY INDUSTRY

Reservations for, and employment of, Scheduled Castes
and Scheduled Tribes in the Hindustan Machine Tools
Limited.

(Presented on 4th September, 1974)



LOK SABHA SECRETARIAT
NEW DELHI

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C O R R I G E N D A
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Thirtieth Report of the Committee on the Welfare of
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COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND
SCHEDULED TRIBES

(1973—75)

Shri D. Basumatari—*Chairman*

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INTRODUCTION

I, the Chairman, Committee on the Welfare of Scheduled Castes and Scheduled Tribes, having been authorised by the Committee to submit the Report on their behalf, present this Thirtieth Report on the Ministry of Heavy Industry—Reservations for, and employment of, Scheduled Castes and Scheduled Tribes in the Hindustan Machine Tools Limited.

2. The Committee took the evidence of the representatives of the Ministry of Heavy Industry and of the Hindustan Machine Tools Limited on the 18th and 20th March, 1974. The Committee wish to express their thanks to the Secretary and other Officers of the Ministry of Heavy Industry and the Officers of the Hindustan Machine Tools Limited for placing before the Committee material and information they wanted in connection with the examination of the subject.

3. The Report was considered and adopted by the Committee on the 13th August, 1974.

4. A summary of conclusions|recommendations contained in the Report is appended (Appendix III).

D. BASUMATARI,

Chairman,

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

August 31, 1974.

Bhadra 9, 1896 (S).

CHAPTER I

INTRODUCTORY

A. Historical Background

1.1. The Hindustan Machine Tools Limited has so far set up five Units to manufacture various types of machine tools and two Watch Factories at different places in the country. Another Watch Factory near Srinagar in Jammu and Kashmir and some new projects adjunct to the existing Units are also being set up. A brief history of each Unit of the Hindustan Machine Tools Limited is given below:

HMT I & II, Bangalore:

In March, 1949, the Government of India entered into a technical collaboration agreement with Messrs Oerlikon Machine Tool Works, Buehrle & Co., Zurich, Switzerland, for setting up factories for manufacture of various machine tools. In the first instance, it was decided to establish a factory for the manufacture of 400 High Speed Lathes only to be achieved by 1960-61. Accordingly, the Company was registered on the 7th February, 1953 with the object of setting up a machine tools factory at Jalahalli, Bangalore. The construction work started soon afterwards and production commenced in 1955. In order to meet the increasing demand for machine tools, the Second Machine Tools Factory at Bangalore was set up in 1961. A new project, the Die Casting and Plastic Injection Moulding Machine Project, is being set up as an adjunct to HMT I & II, Bangalore.

HMT Watch Factories Nos. I & II, Bangalore

On the 25th March, 1960, the Government of India entered into another technical collaboration agreement with the leading Japanese firm, Messers Citizens Watch Co. Ltd., of Japan, for the manufacture of wrist watches in India and the task of implementation of the project was assigned to HMT. Consequently, the HMT set up Watch Factory No. I at Bangalore in 1960, which is equipped to produce 3,60,000 wrist watches per annum in multi-shift working. In order to meet the growing demand for watches, the Company has set up Watch Factory No. II in Bangalore to manufacture 2,00,000 Automatic Day-Date watches in a phased programme by 1977-78. The Company is setting up a new project—the Sliding Headstock Automatic Project—as an adjunct to Watch Factories Nos. I & II, Bangalore.

HMT III, Pinjore

To meet the rising demand for machine tools during the Third Five Year Plan and subsequent Plans, the Government entrusted to the Hindustan Machine Tools Ltd., the task of building three machine tools factories, each with a production capacity of 1000 machine tools valued at rupees five crores per annum in various parts of the country during the Third Five Year Plan. Consequently, a new machine tools factory, namely HMT III was set up at Pinjore (Haryana), which was inaugurated on the 23rd October, 1963. The Company is also setting up a Tractor Project as an adjunct to HMT III, Pinjore, for manufacture of 1200 Agricultural Tractors of 20/25 H.P. Pending Government's approval of the Detailed Project Report, the Company has commenced assembly of tractors, utilising the available spare capacity in HMT III, Pinjore.

HMT IV, Kalamassery

The Fourth Machine Tools Factory and township at Kalamassery (Kerala) was formally inaugurated by the Prime Minister on the 1st July, 1966. The Company is also setting up a new project, i.e., Printing Machinery Project, as an adjunct to HMT IV, Kalamassery. Government's approval for this project has been obtained and the project is in the initial stage of implementation.

HMT V, Hyderabad

The Fifth Machine Tools Factory at Hyderabad was inaugurated on the 4th August, 1967. The Press Project, which is a new project, is being set up as an adjunct to HMT V, Hyderabad. Government's approval for this Project was received in March, 1972 and the project is in the implementation stage.

HMT Watch Factory No. III, Srinagar

On being asked by the Government to set up a Watch Factory in the Kashmir Valley, the Hindustan Machine Tools Ltd., prepared and submitted a Detailed Project Report, which was duly approved by the Government of India, in June, 1970. The Detailed Project Report envisaged the setting up of a Watch Factory near Srinagar to produce annually 3,00,000 watches in a phased manufacturing programme by 1978-79, valued at Rs. 400 lakhs approximately.

B. Issue of Directive

1.2. The Committee have been informed in a note furnished by the Ministry of Heavy Industry that the Presidential Directive regarding

reservations for Scheduled Castes and Scheduled Tribes was issued to the Hindustan Machine Tools Limited on the 9th April, 1970.

1.3. Asked why the Presidential Directive was not issued earlier, the representative of the Ministry of Heavy Industry has stated during evidence that the Hindustan Machine Tools Ltd., was formed under the Companies Act and every Company has its Articles of Association. The Articles of Association of HMT had to provide for the issue of a Presidential Directive before it could be issued and the then Ministry of Industrial Development has to satisfy themselves that there was provision in the Articles of Association of HMT for the issue of such a Presidential Directive. He has added that actually the draft of the Presidential Directive was prepared by the Bureau of Public Enterprises in September, 1969 and then it was forwarded to the Ministry for their comments. Finally, it was issued by the Ministry of Industrial Development in April, 1970. Prior to the issue of the Presidential Directive, a d.o. letter was written by the then Secretary of the Ministry of Industrial Development to HMT covering more or less the same points as incorporated in the Presidential Directive. Even before that, instructions were issued in 1967 and in 1969 by the Ministry of Home Affairs and by the Bureau of Public Enterprises, which were circulated to the Hindustan Machine Tools Limited. The Directive was issued a little later, but the instructions, by and large, were being implemented by the Hindustan Machine Tools Limited even before that. That is the main reason why there was a slight delay in the issue of a formal Presidential Directive to HMT. The other reason which caused the delay was that according to the Articles of Association of HMT, at that time, the provision for the issue of the directive was not readily available.

1.4. In reply to a question, the representative of the Ministry of Heavy Industry has stated during evidence that a strict watch on the observance of percentages of reservations for Scheduled Castes and Scheduled Tribes in HMT could not be kept before the Presidential Directive on the subject was issued.

1.5. Regarding implementation of the Presidential Directive in the different Units of HMT, the Committee have been informed in a note furnished by the Ministry of Heavy Industry that the Presidential Directive in respect of reservations for Scheduled Castes and Scheduled Tribes was implemented in HMT IV with effect from the 1st June, 1970, in HMT I & II, HMT Watch Factory and HMT Head Office with effect from 1st July, 1970, in HMT V with effect from 1st August, 1970 and in HMT III with effect from 24th August, 1970. Asked to explain the reasons for the implementation of the Presi-

dential Directive from different dates in different Units of the Hindustan Machine Tools Limited, it has been stated that the Hindustan Machine Tools Ltd., is a multi-unit and multi-product organisation, having its Units located in different parts of the country, namely, Karnataka, Andhra Pradesh, Kerala, Haryana and Jammu and Kashmir. The circulars/orders are circulated by the Ministry to the Head Office at Bangalore and the Head Office, in turn, circulates these orders/instructions to all the Units for implementation. On receipt of the instructions, the General Managers of the Units concerned issue circulars for implementation at the Unit level. It is because of this reason that the dates of implementation of the Presidential Directive have varied marginally from Unit to Unit.

1.6. The Committee regret to note that it took the then Ministry of Industrial Development nearly seven months to issue the Presidential Directive regarding reservations for Scheduled Castes and Scheduled Tribes in the Hindustan Machine Tools Limited after it was received in the Ministry from the Bureau of Public Enterprises.

1.7. The Committee are also unhappy to note that although the HMT Company was registered in February, 1953, instructions to provide reservations for Scheduled Castes and Scheduled Tribes were issued by the then Ministry of Industrial Development to HMT only in 1967 and 1969. This has obviously deprived many Scheduled Castes and Scheduled Tribes an opportunity of getting into the services of the Hindustan Machine Tools Limited. The Committee hope that the Ministry of Heavy Industry will now scrupulously ensure that all the instructions contained in the Presidential Directive in favour of the Scheduled Castes and Scheduled Tribes are fully implemented by the Hindustan Machine Tools Limited.

1.8. The Committee would also desire that the Presidential Directive regarding reservations for Scheduled Castes and Scheduled Tribes issued to the Hindustan Machine Tools Limited on the 9th April, 1970 should be given effect to from 1967, when instructions in this regard were first issued by the Ministry of Home Affairs and the Bureau of Public Enterprises, which were circulated to the Hindustan Machine Tools Limited. The shortfalls in the employment of Scheduled Castes and Scheduled Tribes in the services of the Hindustan Machine Tools Limited should thus be reckoned at least from 1967 onwards and made good expeditiously.

C. Liaison with the Ministry of Heavy Industry

1.9. The Committee have been informed in a note furnished by the Ministry of Heavy Industry that the instructions/orders regarding

reservations for Scheduled Castes and Scheduled Tribes issued by the Ministry of Heavy Industry are received, and circulated, by the Head Office of the Hindustan Machine Tools Limited, Bangalore, to the General Managers of its Units for implementation. The Chief of Personnel and Industrial Relations in HMT has been entrusted with the work of implementation of the orders/instructions on the subject issued by the Government of India. He also reviews the quarterly progress reports on the subject received from the Unit Managements, consolidates them and sends them to the Ministry of Heavy Industry.

1.10. The Committee enquired about the date from which the quarterly progress reports are being submitted to the Ministry of Heavy Industry by the Hindustan Machine Tools Ltd. The representative of the Hindustan Machine Tools Limited has stated during evidence that as per the Bureau of Public Enterprises letter No. F.6(29)72-BPE(IC) dated the 15th December, 1972, the first quarterly progress report relating to implementation of the orders/instructions issued by the Government of India regarding reservations for Scheduled Castes|Tribes was sent to the Ministry of Heavy Industry on the 28th May, 1973, commencing from the quarter ending 31st March, 1973. Since then, the H.M.T. has been continuously sending these progress reports to the Ministry.

1.11. Asked about the level at which these progress reports are scrutinised in the Ministry of Heavy Industry, the representative of the Ministry has stated:

“At the moment, it is being done at the level of Director in the Ministry of Heavy Industry. Now, we have set up a special cell in the Ministry. The information would be furnished by HMT every quarter in a proforma which is being laid down. That information will be computarised and the clarification will be sought wherever we think the information is not complete. So, it is being reorganised in the light of discussions to make sure that the things in the Ministry become much more effective and lead to the desired effect.”

1.12. The representative of the Ministry of Heavy Industry has further stated during evidence that they could not constitute a separate Cell as their establishment and that of the Ministry of Industrial Development were common so far. The Ministry of Industrial Development had a Liaison Officer and they had got a Cell. The Ministry of Heavy Industry was formed only about a year ago. They are going to appoint a Liaison Officer in their Ministry and are

going to give this work to their Management and Technical Development Cell, which is already there. This work will be given to them in addition to their existing work.

1.13. The Committee hope that a Senior Officer in the Ministry of Heavy Industry would be specifically designated as the Liaison Officer and a separate Cell would be set up under him to keep a watch on the implementation of the orders regarding representation of Scheduled Castes and Scheduled Tribes in the services of the Hindustan Machine Tools Limited, without any delay. The Liaison Officer and the Cell under him should maintain an effective link with the Chief Personnel Officer of the Company to ensure that the quotas both in recruitment and promotion reserved for Scheduled Castes and Scheduled Tribes are filled up rapidly.

CHAPTER II

SERVICE AND OTHER MATTERS

A. Recruitment Procedure

2.1. The Committee have been informed that 15 per cent posts are reserved for Scheduled Castes and 7-1/2 per cent posts are reserved for Scheduled Tribes for Class I posts, recruitment to which is made on an All-India basis by means of a competitive test. So far as Class II and Class III posts are concerned, the percentages of reservations in favour of Scheduled Castes and Scheduled Tribes depend on the percentages of reservations prescribed for the State in which a Unit of the Hindustan Machine Tools Limited is located. So far as the Units of the Hindustan Machine Tools Limited at Bangalore, Pinjore and Srinagar are concerned, the percentages of reservations in respect of Class II and Class III posts have been stated to be as follows:—

		SC	ST
HMT, Bangalore	.	13%	5%
HMT, Pinjore	.	19%	5%
HMT, Srinagar	.	8%	5%

2.2. It has been further stated that recruitment to these posts is normally made from the region in which the concerned Unit of HMT is located.

2.3. A Study Group of the Committee, which visited HMT, Srinagar, recently noticed that recruitment to Class III and Class IV posts was being confined to the areas in and around Srinagar only. The Committee desired that candidates for Class III and Class IV posts should be considered not only from areas in and around Srinagar but from throughout the State of Jammu and Kashmir as there was no dearth of Scheduled Caste candidates in the Jammu division of the State. The Committee have been informed that the Ministry of Heavy Industry had also vide their letter No. 11-5/73-MT dated the 28th March, 1974 written to the Chief Secretary to the Government of Jammu and Kashmir on the subject. The Chief Secretary to the Government of Jammu and Kashmir in his reply No. PA-49/74 dated the 4th May, 1974, (See Appendix I) explained the position as follows:—

“.....HMT Srinagar have been restricting the selection of candidates belonging to Scheduled Castes to the city of Srinagar and its surrounding areas. In Jammu and Kashmir, there is no Scheduled Caste population in the Valley, but there is a significant population of Scheduled Castes in the Jammu division. Since the reservations in favour of this category are to be terated on all-State basis, it would obviously be wrong to limit the consideration of Scheduled Caste candidates available in the Valley.”

2.4. It has been stated in a note furnished to the Committee that the posts required to be filled up from external sources are notified to the local/central Employment Exchanges depending upon the pay scales of the posts and where suitable candidates are not available, the posts are advertised on All India|regional|local basis depending upon the nature of vacancy. The reserved vacancies are also notified to the Scheduled Caste|Tribe Associations. Generially the recruitment is made at the lowest level.

2.5. In reply to a question, it has been stated that although there is no restriction in the matter of recruitment, based on areas, however, it is the Company's policy that recruitment, especially to posts in the lower cadres, is limited to persons who come from areas near about the place of location of the project and in the State itself in which the Unit is located. All the unskilled workers are, therefore, recruited from the areas where the project is situated, and first preference is given to persons displaced from the areas acquired for the project. The next preference is given to persons belonging to the State where the project is located and then to those who have been or are about to be retrenched from other Government Undertakings, wherever possible. Preference is also given to the sons of deceased and retired employees. In case of skilled workers, clerks and other non-technical staff, whose scales are comparatively low, so long as the basic qualifications and experience are equal, preference is given in the order of priority mentioned above. In the case of middle level technical and non-technical posts having higher starting salaries upto the grade of Rs. 550—30—790—40—950, recruitment is made on a regional basis, merit and qualifications being the principal criteria. However, preference is given to persons from within the State who have adequate qualifications and experience. In the case of senior technical and non-technical posts, carrying a starting salary of Rs. 750 and above, the recruitment is made on an All-India basis and preference is given to the candidates from the Industrial Management Pool, if they have applied. Candidates who are retrenched from other projects and those who apply on their own are also considered. For

higher technical posts, recruitment is made on an All-India basis purely on merit.

2.6. In reply to a question, the Committee have been informed during evidence that over-riding priority is given to Scheduled Caste/Tribe persons who happen to be among the persons displaced from the area acquired for the project or persons belonging to the State where the project is located or persons who have been or are about to be retrenched from other Government Undertakings.

2.7. Asked what specific concessions are given to the Scheduled Caste/Tribe candidates at the time of recruitment, it has been stated in a note furnished to the Committee that the following concessions are given to Scheduled Caste/Tribe candidates at the time of recruitment:—

- (i) Age limit is relaxed by five years.
- (ii) Experience is relaxed depending upon the requirement of the posts.
- (iii) At the time of test and interview, weightage is given.
- (iv) One-fourth of the application fee is only collected.

The Committee have also been informed during evidence that travelling allowance is paid to all Scheduled Caste/Tribe candidates called for interview.

Liaison with Employment Exchanges and advertisements

2.8. The Committee have been informed during evidence that intimation for lower category of posts is given to the local Employment Exchanges. If these Employment Exchanges are not able to supply the requisite number of candidates, a reference is made to the Directorate of Employment and then to the State Government.

2.9. Asked whether reasons for rejection of Scheduled Caste and Scheduled Tribe candidates sponsored by the Employment Exchanges are recorded and communicated to the Employment Exchanges, the representative of the Ministry of Heavy Industry has stated that the reasons for rejection of Scheduled Caste/Tribe candidates are recorded but they are not communicated to the Employment Exchanges. In reply to a further question he has stated that the Hindustan Machine Tool Limited also accepts and considers the applications sent to it direct by the Scheduled Caste and Scheduled Tribe candidates. Asked whether specific number of posts reserved for Scheduled Castes and Scheduled Tribes are mentioned in all the advertisements for recruitment to different categories of posts, it has

been stated in a note furnished to the Committee that the numbers of posts reserved for Scheduled Castes and Scheduled Tribes are mentioned in all the advertisements. However, the Study Group of the Committee which visited HMT Watch Factory at Srinagar has been informed by the Unit Management that they do not give specific numbers of posts reserved for Scheduled Castes and Scheduled Tribes in the recruitment advertisements but they mention the percentages of vacancies reserved for Scheduled Castes and Scheduled Tribes.

Grouping of individual posts

2.10. Asked during evidence, whether isolated individual posts are grouped together to facilitate the application of the reservation orders to ensure adequate representation of Scheduled Castes and Scheduled Tribes, the representative of the Ministry of Heavy Industry has replied in the affirmative.

Separate interviews for Scheduled Castes and Scheduled Tribes

2.11. The Committee have been informed during evidence that Scheduled Caste and Scheduled Tribe candidates are interviewed separately as per extant orders of the Cabinet Secretariat (Department of Personnel and Administrative Reforms) on the subject.

2.12. The Committee note the procedure for recruitment being followed by the Hindustan Machine Tools Limited. The Committee suggest that in case the requisite number of Scheduled Castes and Scheduled Tribes are not available from the regions or areas, where a Unit of the Hindustan Machine Tools Limited is located, the Hindustan Machine Tools Limited should consider recruitment of Scheduled Castes and Scheduled Tribes from the Adjoining areas|regions| States against the vacancies reserved for them.

2.13. The Committee recommend that recruitment to Class II posts in all the Units of the Hindustan Machine Tools Limited should be made on an All-India basis like the recruitment to Class I posts and not on the State|regional basis like the recruitment to Class III and Class IV posts as is being done at present. This will not only give the Hindustan Machine Tools Limited a larger field to recruit adequate number of Scheduled Caste and Scheduled Tribe candidates but it will also entitle the Scheduled Caste and Scheduled Tribe

candidates to the higher all-India percentages of reservations for them, namely, 15 per cent for Scheduled Castes and 7½ per cent for Scheduled Tribes instead of the lower regional percentages of reservations for them, as, for example, 13 per cent for Scheduled Castes and 5 per cent for Scheduled Tribes pertaining to Karnataka and 8 per cent for Scheduled Castes and 5 per cent for Scheduled Tribes pertaining to Jammu and Kashmir.

2.14. Even in regard to Class III posts, the Committee recommend that when adequate number of Scheduled Caste and Scheduled Tribe candidates are not available from within the State or region, in which the concerned Unit of HMT is located, applications|candidates should be invited from outside the State or region, as the case may be, to recruit the requisite quota of Scheduled Castes and Scheduled Tribes. If there is any rule, regulation or practice whereby recruitment to Class III posts is confined to local or regional candidates, that rule, regulation or practice should be waived in the case of recruitment of Scheduled Castes and Scheduled Tribes from outside the State or region.

2.15. The Committee also suggest that precise reasons for the rejection of Scheduled Caste and Scheduled Tribe candidates, who have been sponsored by the Employment Exchanges, should be communicated to them. The Employment Exchanges should also be requested to furnish a fresh list of Scheduled Caste and Scheduled Tribe candidates, in case adequate number of Scheduled Caste and Scheduled Tribe candidates are not available in a particular list sent by them earlier.

2.16. The Committee further suggest that specific number of posts reserved for Scheduled Castes and Scheduled Tribes should invariably be indicated in all the indents placed with the Employment Exchanges as well as in the recruitment advertisements issued by the Hindustan Machine Tools Limited.

B. Staff Position and Shortfalls

2.17. The Committee have been furnished with the following statement showing the Unit-wise staff strength in the Hindustan Machine

Tool Limited as on 1st January, 1974 and the number of Scheduled Castes and Scheduled Tribes among them:—

Unit	Category of posts	Total No. of employees	Number of Employees		Percentage		Shortfalls	
			SC	ST	SC	ST	SC	ST
HMT I&II	Class I	361	17	2	4.7	0.5	2	6
	Class II	454	12	1	2.6	0.2	1	..
	Class III	4395	576	5	13.1	0.11	+9	14
HMT III	Class I	166	1	..	0.6	..	6	2
	Class II	206	2	1
	Class III	2149	196	9	1	..	86	22
HMT IV	Class I	45	1	..
	Class II	253	1	..	0.4	..	4	..
	Class III	2080	60	74	2.9	3.6	8	3
HMT V	Class I	277	4	1	1.4	0.4	2	4
	Class II	269	2	..	0.7
	Class III	1873	226	8	12.1	0.4	13	13
HMT W.F.	Class I	117	3	2
	Class II	46	1	..	2.2
	Class III	1627	176	11	10.8	0.67	+46	18
HMT S.W.	Class I	20	1	..	5.0	..	2	2
	Class II	4	1	1
	Class III	187	4	..	2.1	0.5	4	5
HMT H.O.	Class I	188	4	..	2.1	..	4	4
	Class II	65	1	..	1.5	..	1	1
	Class III	182	16	4	8.8	2.2	..	1

NOTE:— 1. Shortfalls of vacancies indicated are for recruitment made after the implementation of the Presidential Directive.

2. + Indicates excess recruitment made.

2.18. The Committee desired to know the number of vacancies reserved for Scheduled Castes and Scheduled Tribes in the various categories of posts after the date of implementation of the Presidential Directive; Number of vacancies actually filled in by Scheduled Castes and Scheduled Tribes; Number of vacancies carried forward;

and number of vacancies dereserved. The Ministry of Heavy Industry have submitted the following statement:—

Unit	Category of posts	No. of va- cancies reserved		No. of va- cancies actually filled		No. of va- cancies carried forward (as on 31-12-73) [¶]		No. of va- cancies dereserved	
		SC	ST	SC	ST	SC	ST	SC	ST
HMT I&II	Class I	15	7	14	2	2	6
	Class II	1	1	..	11	1
	Class III	39	17	58	3	9	14
HMT III	Class I	2	4			6	2	2	2
	Class II	7	2	2	1
	Class III	150	24	55	2	86	22	2	2
HMT IV	Class I	1
	Class II	2	1	4	..	1	..
	Class III	28	14	18	9	8	3
HMT V	Class I	3	3	2		2	4	1	3
	Class II
	Class III	87	33	78	4	13	13	1	1
HMT W.F.	Class I	..	1			3	2		
	Class II	2		
	Class III	68	27	112	10	47	17
HMT S.W.	Class I	3	2	1		2	2	3	2
	Class II	1	1	..		1	1	1	2
	Class III	8	5	4		4	5		
HMT H.O.	Class I	8	5	4	..	4	4
	Class II	1	1	1	1	1	1
	Class III	13	5	11	4	..	1

2.19. Asked about the reasons for shortfalls in the employment of Scheduled Castes and Scheduled Tribes in the Hindustan Machine Tools Limited, it has been stated in a note furnished to the Committee that the shortfall in employment of Scheduled Caste/Tribe candidates is due to the dearth of qualified Scheduled Caste/Tribe candidates. The dearth is more felt in respect of technical and specialised posts. In some cases, the appointed candidates do not report for duty in view of their getting good employment elsewhere. However, in view of the active efforts being made by the Hindustan Machine

Tools Limited, the representation of Schedeuled Castes|Tribes is being improved and it is hoped that their representation will be further improved in the near future.

2.20. Explaining the steps contemplated by the Ministry of Heavy Industry to fill in all the reserved posts lying vacant, including the carried forward vacancies, the Secretary of the Ministry of Heavy Industry has stated during evidence as follows:—

“....In order to bring up this percentage to what has been stipulated, the management will have to take some extraordinary steps in this regard. My feeling is that if we can recruit some people from Scheduled Castes and Scheduled Tribes who have got basic qualification or experience, the management could probably run some special course so that adequate training is given to them and over a period of time, they come up to the requisite standard. As a result of this, it will be possible to get them in large numbers and bring them up to the figures which have been laid down. The HMT should embark on an intensive training course for people in these categories so that they can gradually be absorbed in the main stream of HMT.”

2.21. He has further stated:—

“Another step which we took at Bokaro, and where probably we will need your help is, we used to write to certain associations of the Scheduled Castes and Scheduled Tribes in that area. In Ranchi, for example, there were two or three associations. We notified all the vacancies to them and they used to help us in locating suitable candidates and we also used to write to the local MLAs and Members of Parliament so that they could also help us in that direction.”

2.22. He has further added:—

“I do not have personal experience of HMT as such. But I can tell you from my experience at Bokaro where the recruitment was made on a much larger scale. There, we constituted a separate cell for recruitment of Scheduled

Castes and Scheduled Tribes under a Scheduled Tribe Personnel Officer, a lady officer, and she was made responsible for this. In spite of all these efforts, even in Bokaro, we could not get sufficient candidates to fill up all the vacancies. We shall certainly keep a very close watch. We are also going to develop a proper system by which we will get feed back, not only from HMT, but from all the public sector undertakings and we will review the position every quarter. We are also going to ask the Boards of Directors that they should have a review carried out, every quarter, to see that maximum number of candidates are recruited. But the fact remains that in spite of the best efforts, even in regard to Class III and Class IV, we are not able to get candidates in requisite numbers. I have personally experienced this in more than one place."

2.23. During evidence, referring to the shortfalls in Class III posts, the Committee desired to know the minimum qualification required of a candidate applying for one of those posts. The representative of the Ministry of Heavy Industry has stated that so far as Class III posts are concerned, they have to be divided into technical and non-technical appointments i.e. workers in the factory and office workers. So far as Class III technical appointments are concerned, the minimum qualification is I.T.I. trained and these candidates are sponsored by the Employment Exchanges. The names of all those who passed out from I.T.I.s. are sponsored and even as a result of all these steps, it is not possible to get the required number of Scheduled Castes and Scheduled Tribes. The Committee have been further informed that shortage of Scheduled Caste/Tribe candidates has recently been felt by the HMT in Haryana. There are about 400 vacancies in HMT III, that is, at Pinjore. The Directorate of Employment and Training and the local Employment Exchanges have informed that they are not having enough number of Scheduled Caste and Scheduled Tribe candidates. The representative of the Ministry of Heavy Industry has added that they have contacted the Chief Minister of Haryana to make available about 200 or 250 Scheduled Caste/Tribe candidates whom they are prepared to take in one lot at Pinjore.

2.24. Subsequently, a Study Group of the Committee, which recently visited HMT, Pinjore, has been informed that "we have already undertaken special efforts for *ad hoc* recruitment of Scheduled Caste/Tribe candidates to make good the shortfall. We have had a series of meetings with Senior Officers of State Directorate

of Employment Exchanges from where we obtained a list of Scheduled Caste| Tribe candidates registered with the Employment Exchanges in the State and undergoing training in various ITIs of the State. A team of two Officers has been sent to various ITIs and Employment Exchanges in the last week of May, 1974 to recruit candidates belonging to Scheduled Castes|Tribes." It has also been stated that, as a result of these efforts, 52 Scheduled Castes have been recruited in HMT, Pinjore, in June, 1974.

2.25. Asked whether candidates could be recruited from the neighbouring States, the representative of the Hindustan Machine Tools Limited has stated that if they are not able to get enough number of Scheduled Caste and Scheduled Tribe candidates from the State in which the Unit is located, they would then try from outside the State also.

2.26. Asked during evidence whether all the posts are advertised in the newspapers also, the representative of the Ministry of Heavy Industry has stated as follows:—

"As per normal instructions on this subject, first of all, we contact the local Employment Exchange, because they have the highest priority. Thereafter, if there are not enough candidates sponsored, then we have to approach the Director of Employment & Training and finally the State Government. If still the response is not encouraging then we resort to an advertisement in the newspapers."

2.27. Asked during evidence whether in-service training would be provided to the Scheduled Castes and Scheduled Tribes, where the trained personnel are not forthcoming, the representative of the Ministry of Heavy Industry has stated as follows:—

"It will be quite wrong on my part to give assurance of that type. But we will take all possible steps to see that by intensive training we get quite a large number of Scheduled Castes and Scheduled Tribes. I am sure this is a step in the right direction and this will improve the situation. By this it is not that we would be able to get 15 per cent. I would like to assure you, sir, that we would take all measures to see that we get them in as large numbers as possible."

2.28. The Committee have been further informed during evidence that the Hindustan Machine Tools Limited intend to run some special course for Class II, but for Class I posts, recruitment has to be made

from outside in accordance with the normal procedure. However, if some Class II Scheduled Caste/Tribe employees are available and given special training, some of them could also be taken into Class I. In reply to a question, the representative of the Ministry of Heavy Industry has stated that there is no dearth of vacancies in some of the Units of the HMT. If there are enough number of Scheduled Caste and Scheduled Tribe candidates available, they would be absorbed.

2.29. Asked whether the Hindustan Machine Tools Limited has any liaison with the Pre-Examination Training Centres set up in several States to impart coaching training to Scheduled Caste/Tribe Graduates and Post-Graduates for competing in I.A.S. and Central/State Service Examinations, the representative of the Ministry of Heavy Industry has replied in the negative.

2.30. Asked whether the General Managers of HMT Units have been given powers to resort to special recruitment of Scheduled Castes and Scheduled Tribes to fill in the shortfall vacancies, the representative of the Ministry of Heavy Industry has stated that the General Managers of the Units have been delegated powers to recruit persons to posts in the scale upto Rs. 1150—1710. Asked about the number of occasions on which the General Managers of HMT Units have resorted to *ad hoc* recruitment of Scheduled Castes and Scheduled Tribes during the last three years in order to make good the shortfalls, the representative of the Ministry of Heavy Industry has replied that there has been no such occasion.

2.31. In reply to a question, it has been stated in a note furnished to the Committee that Government would not be in favour of lowering standards any further either academic or technical as it will not be in the interest of the Organisation.

2.32. The Committee are distressed to find that the representation of Scheduled Castes and Scheduled Tribes in all the Units of the Hindustan Machine Tools Limited is much below the quota reserved for them. So far as Scheduled Tribes are concerned, the Committee regret to find from the statement given in para 2.17 above that there is not a single Scheduled Tribe in any Class of service in HMT III and HMT-S.W. Even in Class III of HMT—I & II, out of 4,395 employees, there are only five Scheduled Tribes. Considering these heavy shortfalls, the Committee cannot help concluding that the orders/instructions regarding reservations for Scheduled Castes and Scheduled Tribes are neither being followed in letter and spirit by the Hindustan Machine Tools Limited nor is adequate attention being paid to improve the situation. The Committee would like to

impress upon the Ministry of Heavy Industry|Hindustan Machine Tools Limited the need to devise adequate checks to ensure rigid application of the extent orders on the subject.

2.33. The Committee endorse the measures suggested by the Secretary of the Ministry of Heavy Industry during evidence for improving the representation of Scheduled Castes and Scheduled Tribes in the Hindustan Machine Tools Limited. The Committee emphasise that the first step in this direction should be to recruit Scheduled Castes|Tribes possessing basic minimum qualification against reserved vacancies and then give them intensive in-service training to bring them at par with other employees.

2.34. The Committee also suggest that a close coordination should be maintained by the Hindustan Machine Tools Limited with the various Indian Institutes of Technology, Industrial Training Institutes and Pre-Examination Training Centres set up by the Central|State Governments, to recruit candidates belonging to Scheduled Castes and Scheduled Tribes. In this connection, the Committee note the efforts made by the Hindustan Machine Tools Limited, Pinjore, where a team of two officers was sent to various I.T.I.s and Employment Exchanges to recruit candidates belonging to Scheduled Castes|Scheduled Tribes. The other Units of HMT can usefully emulate this example.

2.35. The Committee also stress that the powers vested in the General Managers of various Units of the Hindustan Machine Tools Limited for resorting to ad hoc recruitment of Scheduled Castes and Scheduled Tribes against the reserved vacancies should be exercised liberally and frequently.

C. Liaison Officer and Complaints Cell

2.36. The Committee have been informed that the Personnel Managers at the Unit level work as Liaison Officers between the Head Office and the Unit management. The Chief of Personnel and Industrial Relations acts as the Liaison Officer in the Head Office. He also acts as the Liaison Officer between the Ministry of Heavy Industry and Units of the Hindustan Machine Tools Limited. The functions and duties of a Liaison Officer include looking after the effective implementation of the Presidential Directive and instructions regarding reservations and other concessions for Scheduled Castes and Scheduled Tribes received from the Government of India from time to time. The duties of a Liaison Officer also include periodical inspection of rosters and to take vigorous steps to fill up the shortfalls in reserved vacancies, furnishing of periodical returns

and information required by the Ministry regarding reservations for Scheduled Castes and Scheduled Tribes and to attend to the grievances/complaints received from the employees belonging to these communities. The duties of a Liaison Officer have been enumerated as follows in the Presidential Directive issued by the then Ministry of Industrial Development, Internal Trade and Company Affairs (Department of Industrial Development) *vide* their letter No. Pr. C. 14(13)69 dated the 9th April, 1970:—

- (i) Ensuring due compliance with the orders and instructions pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes and other benefits admissible to them under this directive;
- (ii) collecting, consolidating and despatching the annual returns relating to representation of Scheduled Castes and Scheduled Tribes; and
- (iii) acting as a Liaison Officer between the Undertaking and the Ministry concerned for supply of other information, answering questions and queries and clearing doubts in regard to matters covered by these orders.

2.37. In reply to a question, it has been stated in a note furnished to the Committee that Liaison Officers of the HMT periodically review the position of recruitment of Scheduled Castes and Scheduled Tribes and make all efforts to effectively implement the Presidential Directive. The Liaison Officers of the Unit Management have been reporting the difficulties in getting suitable qualified candidates for the reserved posts.

2.38. Asked whether any Cell has been set up for attending to the grievances/complaints received from the Scheduled Caste and Scheduled Tribe employees, it has been stated in a note furnished to the Committee that so far no grievances/complaints have been received from Scheduled Caste and Scheduled Tribe employees. The Hindustan Machine Tools Limited has a well defined grievance procedure to redress the grievances of the employees of the Company. It has been added during evidence that Scheduled Caste and Scheduled Tribe employees can always go to the Chief of Personnel and Industrial Relations and report to him their complaints.

2.39. The Committee note that Liaison Officers have been nominated in all the Units of the Hindustan Machine Tools Limited to ensure effective implementation of the orders and instructions issued by the Ministry of Heavy Industry etc. pertaining to the

reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes and other benefits admissible to them. The Committee suggest that a separate Cell should be set up under each Liaison Officer to suggest ways and means for augmenting the intake of Scheduled Castes and Scheduled Tribes in the services of the Hindustan Machine Tools Limited and also for attending expeditiously to the grievances of the employees, individually or jointly, belonging to these communities.

D. Rosters

2.40. The Committee have been informed during evidence that Rosters are being maintained in the forms prescribed by the Cabinet Secretariat (Department of Personnel and Administrative Reforms) for each type of recruitment made in each of the Units of the Hindustan Machine Tools Limited. Asked about the authority who is to check that the Rosters are being maintained properly, it has been stated in a note furnished to the Committee that the Personnel Manager at the Unit level and the Chief of Personnel and Industrial Relations at the Head Office check the Rosters. So far as the Hindustan Machine Tools Limited, Bangalore, is concerned, the Rosters are stated to have been last checked in December, 1973. In the Hindustan Machine Tools Limited Units at Srinagar and Pinjore, the Rosters are stated to have been last checked in April, 1974. When a Study Group of the Committee visited the Hindustan Machine Tools Limited Units at Srinagar and Pinjore in June, 1974, it noticed that although the Rosters were being maintained in those Units, there were some discrepancies in the maintenance of the Rosters.

2.41. The Committee would like to point out that Roster is a mechanism to keep a watch on the proper and adequate intake of the Scheduled Castes and Scheduled Tribes in services and that it would cease to have any significance whatsoever if it is not maintained properly. Further, unless all the vacancies reserved for Scheduled Castes and Scheduled Tribes are actually filled and their appointments are in fact made according to the points mentioned in the Roster, the position regarding the representation of Scheduled Castes and Scheduled Tribes in the services of the Hindustan Machine Tools Limited is not expected to improve. The Committee, therefore, urge that Rosters should be properly maintained by all the Units of the Hindustan Machine Tools Limited and they should be checked regularly by the competent authorities. Discrepancies noticed during inspection of Rosters should be rectified immediately and also brought to the notice of the Head of the Unit.

E. In-service Training

2.42. In a note furnished to the Committee, it has been stated that initial training is imparted to the candidates appointed, wherever necessary, before putting them on regular work. This is also extended to the Scheduled Caste/Tribe candidates. One Scheduled Tribe employee has been deputed abroad for advanced training in Watch-making technology.

2.43. The representative of the Ministry of Heavy Industry has agreed during evidence to arrange intensive training, especially for Scheduled Caste and Scheduled Tribe employees, to bring them at par with other employees. For these employees, special courses would be arranged.

The Committee understand that the Hindustan Machine Tools Limited has now started a special training scheme for preparing suitable Scheduled Caste/Tribe candidates for employment as Engineers and Accountants. For this purpose, they have already issued certain advertisements inviting applications exclusively from Scheduled Caste/Tribe candidates.

2.44. The Committee feel that unless a special in-service training programme, particularly for those Scheduled Caste/Tribe candidates, who have been recruited by lowering the standards, is initiated by the Hindustan Machine Tools Limited, it may be very difficult to bring such employees at par with others and make them suitable for higher posts. The Committee note in this connection that the Hindustan Machine Tools Limited has recently started a special training scheme for Scheduled Caste/Tribe candidates. The Committee hope that with the initiation of the training programme in the Hindustan Machine Tools Limited, the Scheduled Caste/Tribe candidates will be able to come up to the requisite standards.

F. Selection/Promotion Boards

2.45. It has been stated that there is an approved Staff Selection Committee for selection/promotion of personnel in all Departments/Sections of the Hindustan Machine Tools Limited. The selected personnel are recommended for appointment by the Departments/Sections for obtaining sanction of the competent authorities prescribed by the Chairman and Managing Director. The Staff Selection Committees generally consist of the Departmental Head/Manager, Personnel Manager and a nominee of the Accounts Department.

2.46. Asked during evidence whether there is any representative of the Scheduled Castes/Tribes in the various Selection|Promotion Boards set up by the Hindustan Machine Tools Limited, the representative of the Ministry of Heavy Industry has stated as follows:—

“There is no representative of the Scheduled Castes and Scheduled Tribes in the various selection boards. I was checking up with the HMT authorities to know whether there was an Officer from the side of establishment belonging to Scheduled Castes and Scheduled Tribes. Unfortunately, they did not have an Officer in these categories. They have not put anybody on the Selection Board so far.”

2.47. He, however, has agreed during evidence to issue instructions to the Hindustan Machine Tools Limited to associate a Scheduled Caste|Tribe Officer with the Selection|Promotion Boards in regard to both technical and non-technical posts.

2.48. The Committee feel that a Scheduled Caste|Tribe Officer should invariably be included in the Selection|Promotion Boards set up by the Hindustan Machine Tools Limited, so that interests of the Scheduled Caste and Scheduled Tribe candidates are adequately safeguarded. If, however, a suitable Scheduled Caste|Tribe Officer is not available in the Hindustan Machine Tools Limited, a Scheduled Caste or Scheduled Tribe Officer from the Social Welfare Department of the concerned State or from any other Public Undertaking should be associated with the Selection|Promotion Boards in the Hindustan Machine Tools Limited.

G. Dereservation

2.49. The following procedure for dereservation of vacancies in the Hindustan Machine Tools Limited has been laid down in the Presidential Directive issued by the then Ministry of Industrial Development on the 9th April, 1970:—

“Before any reserved vacancy is dereserved and filled up by a general candidate, the prior approval of the Board of Directors for Classes I and II posts and that of the Managing Director for Classes III and IV posts should be obtained. The Board of Directors should be apprised from time to time the number of Class III and Class IV vacancies dereserved. The contingency for dereserving a reserved vacancy would arise only when suitable candidates of the reserved community are not available or forthcoming. The following steps will be taken to bring the reserved vacancies in the direct recruitment quota to the notice

of members of Scheduled Castes and Scheduled Tribes before they are dereserved:—

(i) *Advertisement in newspapers:*

- (a) The vacancies in posts and services recruitment to which is made on all India basis should be advertised in newspapers.
- (b) Vacancies in Class III or Class IV recruitment to which normally attracts candidates from a locality or a region should be advertised in such newspapers as the appointing authority may consider suitable for the purpose if candidates are not likely to be available through the Employment Exchanges.

(ii) *Employment Exchanges:*

- (a) All vacancies should be simultaneously notified to the local or the regional employment exchange.
- (b) Copies of advertisement should also be endorsed to the regional or local employment exchange.
- (c) When a local employment exchange is unable to nominate any suitable candidate, it will refer the vacancy or vacancies to the Director General of Employment Exchanges who maintains all India List of Scheduled Castes and Scheduled Tribes registered with Employment Exchanges."

2.50. Asked how many vacancies have been dereserved in the various categories of posts during each of the last three years, the Ministry of Heavy Industry have furnished the following statement:—

Unit	Category of posts	1971		1972		1973	
		SC	ST	SC	ST	SC	ST
HMT I & II	Class I
	Class II
	Class III
HMT III	Class I	..	I	I
	Class II
	Class III	2	2
HMT IV	Class I
	Class II	I	..
	Class III

Unit	Category of posts	1971		1972		1973	
		SC	ST	SC	ST	SC	ST
HMTV	Class I			..	I	I	2
	Class II		
	Class III			I	I
HMT W.F. I&II	Class I			..			
	Class II			..			
	Class III				
HMT W.F. III	Class I			3	2		
	Class II			I	..		
	Class III				
HMT Head Office	Class I		
	Class II			I	I
	Class III		

2.51. Asked whether any intimation prior to the dereservation of vacancies is sent by the Hindustan Machine Tools Limited to the Ministry of Heavy Industry, Cabinet Secretariat (Department of Personnel and Administrative Reforms) and the Commissioner for Scheduled Castes and Scheduled Tribes for their consideration and approval/information in terms of the extant orders on the subject, it has been stated that the Government are not receiving any intimation prior to the dereservation of the vacancies. However, the Board of Directors of the Company has on it the representatives of the Ministry of Finance and of the Ministry of Heavy Industry. Government, therefore, keep themselves informed of the dereservation of vacancies in the Company. However, no information about the dereservation of vacancies is sent by the Hindustan Machine Tools Limited to the Commissioner for Scheduled Castes and Scheduled Tribes.

2.52. Asked what efforts are made to secure the requisite number of Scheduled Castes and Scheduled Tribes before the vacancies are dereserved, it has been stated in a note furnished to the Committee that apart from the statutory notifications to the Employment Exchanges and other specialised agencies, both in the private and government level, advertisements are also released for reserved posts. In addition, help from Scheduled Caste and Scheduled Tribe employees is sought for getting suitably qualified Scheduled Caste and Scheduled Tribe candidates for filling the posts reserved for Scheduled Caste and Scheduled Tribe candidates.

2.53. Asked whether Scheduled Caste candidates are considered for appointment against the vacancies reserved for Scheduled Tribes and vice versa, the representative of the Ministry of Heavy Industry has replied in the affirmative. The number of Scheduled Caste candidates appointed against the vacancies reserved for Scheduled Tribes during each of the last three years has been stated to be as follows:—

Unit	Class of post	1971	1972	1973
HMT I & II	Class III		1	
HMT III	Class III		2	
HMT IV	Class III	1		
HMT V	Class III	2	1	1
HMT Head Office	Class III		1	

2.54. The Committee feel that the procedure being followed by the Hindustan Machine Tools Limited for dereservation of vacancies needs close scrutiny to ensure that, as far as possible, dereservation of vacancies does not take place at all. The Committee suggest that before a vacancy is dereserved, applications/candidates should again be invited from the Scheduled Castes and Scheduled Tribes exclusively. The Hindustan Machine Tools Limited should also send intimations to the Ministry of Heavy Industry and the Commissioner for Scheduled Castes and Scheduled Tribes regarding all dereservations made by it together with an account of the efforts made by it to recruit Scheduled Caste and Scheduled Tribe candidates in those vacancies. The Committee would also like the Hindustan Machine Tools Limited to publish details of all vacancies dereserved by it in the annual Reports of the Hindustan Machine Tools Limited.

H. Promotions

2.55. The Committee have been informed that no reservations have been provided in promotions for Scheduled Castes and Scheduled Tribes. Promotions are subject to availability of vacancies in the next higher grade. Efficiency, qualifications, suitability, attendance and seniority are the factors considered for promotion. Explaining the procedure followed by the Hindustan Machine Tools Limited in regard to the promotion of technical and non-technical employees, it has been stated in a note furnished to the Committee that promotions of the employees are governed by the promotion guidelines in all the Units of the Company. This is more or less on the lines of

Model Principles of Promotions for Industrial Workers. As a policy posts in the various Units are being filled in by promotions except at entry points like Clerks, Typists, Engineering Graduates, Diploma Holders, Skilled Operators, Helpers, etc. Seniority *cum*-merit is the basis for promotion for skilled, semi-skilled and unskilled posts and merit-*cum*-seniority at higher levels and only merit at top levels. So far as promotion for unskilled and skilled workers is concerned, in order to give opportunity to the unskilled workers to become skilled workers, deployment of personnel is resorted to. If any Scheduled Caste/Tribe candidates are available, they are preferred. Asked whether the Scheduled Caste/Tribe employees are given one grading higher than that mentioned in their confidential reports as per the extant orders on the subject, the Ministry of Heavy Industry have replied in the negative.

2.56. In reply to a question, it has been stated that for promotion from Class II to Class I posts, the condition of holding a Degree in Engineering is not insisted upon in the case of experienced incumbents. They are considered for promotion to Class I posts, if they possess a Diploma in Engineering and are found suitable with a certain amount of reorientation.

2.57. The Study Groups of the Committee, which visited the Hindustan Machine Tools Limited Units at Bangalore, Srinagar and Pinjore recently, desired to know why reservations in promotions had not been provided by the Hindustan Machine Tools Limited. The Study Groups have been informed that this matter was discussed in the Central Co-ordination Committee of Union Industries (C.C.U.I.), Bangalore, meeting held on the 31st January, 1973 and the C.C.U.I. members *viz.*, the Hindustan Aeronautics Limited, the Indian Telephone Industries Limited, the Bharat Electronics Limited, the Bharat Earth Movers Limited and H.M.T. have decided as under:

“HAL pointed out that some confusion was being experienced as a result of the Government issuing several communications regarding reservation of vacancies for Scheduled Castes and Scheduled Tribes apart from the provisions of the Presidential Directives on the subject, and sometimes contrary to these instructions. It was agreed that as matters stood, industries should only follow the provisions of the Presidential Directives regarding reservation of vacancies for Scheduled Castes and Scheduled Tribes.”

2.58. The Study Groups have also been informed that the above decision of the Central Co-ordination Committee of Union Industries, Bangalore, has been conveyed to the Ministry of Heavy

Industry *vide* the HMT letter No. CPR/S.13 dated the 26th July, 1973 (Appendix II).

2.59. The representative of the Ministry of Heavy Industry has stated during evidence that under the Presidential Directive, which was issued in April, 1970, the concept of reservations for Scheduled Castes and Scheduled Tribes was not made applicable to promotion posts. On the 13th of February, 1973, the then Ministry of Industrial Development issued a circular in which they said that in respect of promotions also a certain weightage will have to be given to the Scheduled Castes and Scheduled Tribes. The Public Undertakings at Bangalore discussed this matter among themselves and came up in July, 1973 with an agreed decision that this stipulation, namely, that reservations for Scheduled Castes and Scheduled Tribes should apply to promotion posts also, was not contemplated in the Presidential Directive of April, 1970 and, in view of the administrative difficulties involved in implementation thereof they might be absolved from the responsibility of having to implement the instructions issued by the Ministry on the 13th February, 1973. There was, therefore, no question of their saying that they would follow or not follow the Presidential Directive; they considered the circular instructions issued by the Ministry carefully and they pointed out the difficulties in implementing the circular instructions which, according to them, were not in harmony with the Presidential Directive.

2.60. The representative of the Ministry of Heavy Industry has further stated that many of the Public Sector Undertakings, including HMT, have certain agreements with the Unions of their employees and the question of promotion of category III staff is covered in those agreements. So, if the provision for reservations for Scheduled Castes and Scheduled Tribes in promotions goes against those agreements with the Employees' Unions, there could be legal complications. This was pointed out not only by HMT but by most of the Public Sector Undertakings. They feared that unless the legal complications are settled in consultation with the Ministry of Law, there would be serious repercussions. Consequently, taking into account all these points, a draft of an amendment to the Presidential Directive has been prepared and it is under the scrutiny of the Ministry of Law. After examination by the Ministry of Law, a supplementary Directive will be issued.

2.61. In this connection, the representative of the Bureau of Public Enterprises has stated:

"The latest position is that we have got the advice of the Ministry of Law and the Bureau of Public Enterprises is

engaged in finalising the draft Directive to be issued by the various administrative Ministries."

2.62. When asked whether it would be given retrospective effect, the representative of the Bureau of Public Enterprises has stated that they will consult the Ministry of Law on this point after the matter has been examined in the Bureau of Public Enterprises.

2.63. The Study Groups of the Committee during their visits to the Units of HMT desired to be furnished with a statement indicating the total number of promotions made in the Units of the Hindustan Machine Tools Limited during each of the last three years and the number of Scheduled Castes/Tribes among them. The Pinjore and Srinagar Units of HMT have furnished the following statements:

Year	Category	No. of employees promoted		
		Total	SC	ST
PINJORE UNIT				
1971	Class I	20	1	
	Class II	8	..	
	Class III	19	1	
1972	Class I	8		
	Class II	36	..	
	Class III	362	6	
1973	Class I	10		..
	Class II	9
	Class III	42	2	..
SRINAGAR UNIT				
1971	Class I		..	
	Class II		..	
	Class III		..	
	Class IV		..	
1972	Class I	..		
	Class II	1		
	Class III	..		
	Class IV	..		
1973	Class I	1
	Class II
	Class III	1
	Class IV

2.64. In reply to a question, the Committee have been informed during evidence that no Scheduled Caste/Scheduled Tribe employees have been superseded by others during the last three years in the matter of promotion on the basis of seniority subject to fitness.

2.65. The Committee are distressed to learn that the Hindustan Machine Tools Limited has not yet adopted the orders of the Government of India contained in the Cabinet Secretariat (Department of Personnel and Administrative Reforms) Office Memorandum No. 272/71-Est (SCT), dated the 27th November, 1972 providing for reservations at 15 per cent for Scheduled Castes and 7½ for Scheduled Tribes in promotions on the basis of seniority subject to fitness, in appointments to Class I, Class II, Class III and Class IV posts in grades or services in which the element of direct recruitment, if any, does not exceed 50 per cent. The Committee deplore the decision taken by the Central Co-ordination Committee of Union Industries, Bangalore, to flout the Government of India orders on the subject without any valid reasons. The Committee also regret that the Ministry of Heavy Industry have taken more than a year to take a decision in the matter and have not so far deemed it necessary to issue a Presidential Directive to the Hindustan Machine Tools Limited on the subject, even though the Hindustan Machine Tools Limited had sent a communication to that Ministry about non-adoption of these orders as early as in July, 1973. The Committee urge that the orders of the Government of India providing for reservations for Scheduled Castes and Scheduled Tribes in promotions should be adopted by the Hindustan Machine Tools Limited without any further delay. If need be, the Ministry of Heavy Industry should issue a necessary Presidential Directive to the Hindustan Machine Tools Limited in this regard. This is all the more necessary in view of the negligible promotions of Scheduled Castes and Scheduled Tribes made in the Hindustan Machine Tools Limited.

2.66. In this context, the Committee would also like the Bureau of Public Enterprises and the administrative Ministries controlling the various Public Undertakings to devise some machinery whereby the orders/instructions issued by the Government of India in favour of Scheduled Castes and Scheduled Tribes from time to time are issued immediately to all the Public Undertakings in the form of a supplementary Presidential Directive so that no Public Undertaking may plead that the new instructions of the Government do not form part of the relevant Presidential Directive and are therefore not applicable to it.

I. Housing facilities

2.67. It has been stated in a note furnished to the Committee that houses constructed by the Units in their estates are allotted to the employees of the Company at a subsidised rate, irrespective of caste, subject however, to the extent of availability of quarters. The representative of the Ministry of Heavy Industry has stated during evidence that there are no reservations for Scheduled Castes and Scheduled Tribes, as far as allotment of accommodation is concerned. If such reservations are provided, it may create administrative problems. He has, however, stated that 'If the Government of India lays down certain Directives, we will certainly implement them. It applies to all the public sector undertakings. General directions in this respect will have to be given. We have no objection, if there are general direction'.

2.68. The Study Group of the Committee, which visited Hindustan Machine Tools Limited Unit at Srinagar recently has been informed that 48 houses are under construction at Srinagar. The General Manager agreed to consider the provision of reservations in accommodation for Scheduled Caste/Tribe employees. He has also stated that the State Government should give some help in constructing quarters in Srinagar because Scheduled Castes who are mostly in Jammu region, face housing difficulties when they come to Srinagar for employment.

2.69. At Pinjore, the Study Group has been informed the out of a total of 1067 housing units available with the Hindustan Machine Tools Limited, 60 housing units have been allotted to Scheduled Castes/Tribes. Out of 205 Scheduled Castes/Tribe employees, 30 per cent have been allotted accommodation.

2.70. **The Committee would like the Hindustan Machine Tools Limited to provide in all its Units 10 per cent reservation for its Scheduled Caste and Scheduled Tribe employees in allotment of accommodation, particularly for the lower category of employees, keeping in view the provisions of the Government of India (Directorate of Estates) Office Memoranda No. 12035(5)69-Pol(II) dated the 6th November, 1969, and No. 12035(3)73-Pol(II) dated the 24th September, 1973, on the subject.**

D. BASUMATARI,

NEW DELHI;

August 31, 1974

Bhadra 9, 1896 (S).

Chairman,

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

APPENDIX I
(Vide Para 2.3 of Report)

Copy of D.O. letter No. PA-49/74, dated the 4th May, 1974 from Shri S. Banerji, Chief Secretary, Jammu & Kashmir, Jammu, addressed to Shri Mantosh Sondhi, Secretary, Deptt. of Heavy Industry, New Delhi

I am sorry to be late in answering your D.O. letter No. 11-5/73-MT of 28th March, 1974.

I agree with you that it would be contrary to the Constitutional guarantees to the scheduled castes and scheduled tribes, as well as opposed to our policy, to lightly brush aside the existing reservations in favour of members of scheduled castes and scheduled tribes and make over the vacancies to any other categories.

While going into this matter on receipt of your letter, I find that HMT Srinagar have been restricting the selection of candidates belonging to Scheduled castes to the city of Srinagar and its surrounding areas: (We have no scheduled tribes in this State). In Jammu and Kashmir, there is no scheduled caste population in the Valley, but there is a significant population of scheduled castes in the Jammu division. Since the reservations in favour of this category are to be treated on an all-State basis, it would obviously be wrong to limit the consideration of scheduled caste candidates available in the Valley.

I suggest that for filling up the vacancies reserved for scheduled castes, HMT should organise a special publicity not only in the national newspapers and the principal ones in the Kashmir Valley but more importantly, in the local newspapers of Jammu. They could also perhaps send their circulars to the Deputy Commissioners of both the Divisions. When any such circular is issued, a copy of it could be specially sent to our Commissioner for Public Grievances, Shri Bhagat Mangat Ram, who would coordinate and ensure that adequate publicity is given to the availability of such reserved vacancies in the Jammu division where scheduled caste population resides.

We hope that with these arrangements, it will not be necessary for us to consider any form of rereserving the vacancies for scheduled castes.

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APPENDIX II

(Vide Para 2.58 of Report)

CPR|S. 13

26th July, 1973.

The Director,
Ministry of Heavy Industry,
NEW DELHI

Dear Sir

SUB: Reservations for Scheduled Castes|Tribes in posts filled by promotion—Promotions on the basis of seniority subject to fitness.

As the Ministry is aware, H.M.T. is following the directives issued by the President under the Articles of Association of the Company for reservation of vacancies for recruitment of Scheduled Castes|Tribes and for extending to them various concessions. Apart from the Presidential Directive, the Department of Personnel, Cabinet Secretariat, the Commissioner for Scheduled Castes|Tribes, etc. issue from time to time certain instructions relating to the employment and conditions of services of Scheduled Castes and Tribes in departments of Government. Copies of these instructions are being forwarded to H.M.T. and other public sector undertakings through the concerned Ministry for information and necessary action. It is not clear whether these communications are being forwarded by the Ministry after careful consideration, whether these could be followed by the public sector undertakings and whether it would at all be practicable for industry to comply with such instructions.

One such instruction received is contained in the letter No. PEC-14(24)-72 dated 13-2-1973 which relates to reservation of vacancies for Scheduled Castes|Tribes in posts filled by promotion. H.M.T. has not been making reservations for promotion of employees belonging to Scheduled Castes|Tribes since, according to para 10 of the Presidential Directive conveyed by the Ministry of Industrial Development, Internal Trade and Company Affairs (Department of Industrial Development), New Delhi, vide their letter No. Pr.C.14 (13)/69 dated the 9th April, 1970, there will be no reservation for Scheduled Castes|Tribes in appointments made by promotion on the basis of seniority subject to fitness.

The matter whether this could be practically implemented in public sector undertakings, was discussed in the Central Co-ordination Committee of Union Industries (C.C.U.I., Bangalore) meeting held on 31st January, 1973, and the C.C.U.I. members viz., Hindustan Aeronautics Limited, Indian Telephone Industries Limited, Bharat Electronics Limited, Bharat Earth Movers Limited and H.M.T. have decided as under:

"HAL pointed out that some confusion was being experienced as a result of the Government issuing several communications regarding reservation of vacancies for Scheduled Castes and Scheduled Tribes, apart from the provisions of the Presidential Directives on the subject, and sometimes contrary to these instructions. It was agreed that as matters stood, industries should only follow the provisions of the Presidential Directives regarding reservation of vacancies for Scheduled Castes and Scheduled Tribes."

In view of the decision taken by the "C.C.U.I. members" and to maintain uniformity in the implementation of the Presidential Directive, no action has been taken by us to enforce the O.M. No. 27/2/71-Est. (SCT) dated 27th November, 1972 of the Cabinet Secretariat, Department of Personnel, New Delhi, which was forwarded by you *vide* your letter No. PEC-14(24) 72 dated 13th February, 1973.

This is for your kind information.

Yours faithfully,
 for HINDUSTAN MACHINE TOOLS LTD.
 Sd/- H. R. CHATURVEDI,
*Chief Of Personnel &
 Industrial Relations.*

APPENDIX III

(Vide para 4 of Introduction)

Summary of Conclusions/Recommendations contained in the Report

Sl. No	Reference to	Summary of Conclusions/Recommendations
No.	Para No. in the Report	

1	2	3
1	1.6	<p>The Committee regret to note that it took the then Ministry of Industrial Development nearly seven months to issue the Presidential Directive regarding reservations for Scheduled Castes and Scheduled Tribes in the Hindustan Machine Tools Limited after it was received in the Ministry from the Bureau of Public Enterprises.</p>
2	1.7	<p>The Committee are also unhappy to note that although the HMT Company was registered in February, 1953, instructions to provide reservations for Scheduled Castes and Scheduled Tribes were issued by the then Ministry of Industrial Development to HMT only in 1967 and 1969. This has obviously deprived many Scheduled Castes and Scheduled Tribes an opportunity of getting into the services of the Hindustan Machine Tools Limited. The Committee hope that the Ministry of Heavy Industry will now scrupulously ensure that all the instructions contained in the Presidential Directive in favour of the Scheduled Castes and Scheduled Tribes are fully implemented by the Hindustan Machine Tools Limited.</p>
3	1.8	<p>The Committee would also desire that the Presidential Directive regarding reservations for Scheduled Castes and Scheduled Tribes issued to the Hindustan Machine Tools Limited on the 9th April, 1970 should be given effect to from 1967,</p>

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when instructions in this regard were first issued by the Ministry of Home Affairs and the Bureau of Public Enterprises, which were circulated to the Hindustan Machine Tools Limited. The short-falls in the employment of Scheduled Castes and Scheduled Tribes in the services of the Hindustan Machine Tools Limited should thus be reckoned at least from 1967 onwards and made good expeditiously.

4 1.13 The Committee hope that a Senior Officer in the Ministry of Heavy Industry would be specifically designated as the Liaison Officer and a separate Cell would be set up under him to keep a watch on the implementation of the orders regarding representation of Scheduled Castes and Scheduled Tribes in the services of the Hindustan Machine Tools Limited, without any delay. The Liaison Officer and the Cell under him should maintain an effective link with the Chief Personnel Officer of the Company to ensure that the quotas both in recruitment and promotion, reserved for Scheduled Castes and Scheduled Tribes are filled up rapidly.

5 2.12 The Committee note the procedure for recruitment being followed by the Hindustan Machine Tools Limited. The Committee suggest that in case the requisite number of Scheduled Castes and Scheduled Tribes are not available from the regions or areas, where a Unit of the Hindustan Machine Tools Limited is located, the Hindustan Machine Tools Limited should consider recruitment of Scheduled Castes and Scheduled Tribes from the adjoining areas/regions/ States against the vacancies reserved for them.

6 2.13 The Committee recommend that recruitment to Class II posts in all the Units of the Hindustan Machine Tools Limited should be made on an All-India basis like the recruitment to Class I posts and not on the State/regional basis like the

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recruitment to Class III and Class IV posts, as is being done at present. This will not only give the Hindustan Machine Tools Limited a larger field to recruit adequate number of Scheduled Caste and Scheduled Tribe candidates but it will also entitle the Scheduled Caste and Scheduled Tribe candidates to the higher all India percentage of reservations for them, namely, 15 per cent for Scheduled Castes and 7½ per cent for Scheduled Tribes instead of the lower regional percentages of reservations for them, as, for example, 13 per cent for Scheduled Castes and 5 per cent for Scheduled Tribes pertaining to Karnataka and 8 per cent for Scheduled Castes and 5 per cent for Scheduled Tribes pertaining to Jammu & Kashmir.

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2.14

Even in regard to Class III posts, the Committee recommend that when adequate number of Scheduled Caste and Scheduled Tribe candidates are not available from within the State or region, in which the concerned Unit of HMT is located, applications|candidates should be invited from outside the State or region, as the case may be, to recruit the requisite quota of Scheduled Castes and Scheduled Tribes. If there is any rule, regulation or practice whereby recruitment to Class III posts is confined to local or regional candidates, that rule, regulation or practice should be waived in the case of recruitment of Scheduled Castes and Scheduled Tribes from outside the State or region.

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2.15

The Committee also suggest that precise reasons for the rejection of Scheduled Caste and Scheduled Tribe candidates, who have been sponsored by the Employment Exchanges, should be communicated to them. The Employment Exchanges should also be requested to furnish a fresh list of Scheduled Caste and Scheduled Tribe candidates, in case adequate number of

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Scheduled Caste and Scheduled Tribe candidates are not available in a particular list sent by them earlier.

9 2.16 The Committee further suggest that specific numbers of posts reserved for Scheduled Castes and Scheduled Tribes should invariably be indicated in all the indents placed with the Employment Exchanges as well as in the recruitment advertisements issued by the Hindustan Machine Tools Limited.

10 2.32 The Committee are distressed to find that the representation of Scheduled Castes and Scheduled Tribes in all the Units of the Hindustan Machine Tools Limited is much below the quota reserved for them. So far as Scheduled Tribes are concerned, the Committee regret to find from the statement given in para 2.17 of the Report that there is not a single Scheduled Tribe in any Class of service in HMT-III and HMT SW. Even in Class III of HMT-I and II, out of 4,395 employees, there are only five Scheduled Tribes. Considering these heavy shortfalls, the Committee cannot help concluding that the orders/instructions regarding reservations for Scheduled Castes and Scheduled Tribes are neither being followed in letter and spirit by the Hindustan Machine Tools Limited nor is adequate attention being paid to improve the situation. The Committee would like to impress upon the Ministry of Heavy Industry/Hindustan Machine Tools Limited the need to devise adequate checks to ensure rigid application of the extant orders on the subject.

11 2.33 The Committee endorse the measures suggested by the Secretary of the Ministry of Heavy Industry during evidence for improving the representation of Scheduled Castes and Scheduled Tribes in the Hindustan Machine Tools Limited. The Committee emphasise that the first step in this direction should be to recruit

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Scheduled Castes/Tribes possessing basic minimum qualification against reserved vacancies and then give them intensive in-service training to bring them at par with other employees.

12 2.34 The Committee also suggest that a close co-ordination should be maintained by the *Hindustan Machine Tools Limited* with the various Indian Institutes of Technology, Industrial Training Institutes and Pre-Examination Training Centres set up by the Central/State Governments, to recruit candidates belonging to Scheduled Castes and Scheduled Tribes. In this connection, the Committee note the efforts made by the Hindustan Machine Tools Limited, Pinjore where a team of two officers was sent to various I.T.I.s. and Employment Exchanges to recruit candidates belonging to Scheduled Castes| Scheduled Tribes. The other Units of HMT can usefully emulate this example.

13 2.35 The Committee also stress that the powers vested in the General Managers of various Units of the Hindustan Machine Tools Limited for resorting to *ad hoc* recruitment of Scheduled Castes and Scheduled Tribes against the reserved vacancies should be exercised liberally and frequently.

14 2.39 The Committee note that Liaison Officers have been nominated in all the Units of the Hindustan Machine Tools Limited to ensure effective implementation of the orders and instructions issued by the Ministry of Heavy Industry etc. pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes and other benefits admissible to them. The Committee suggest that a separate Cell should be set up under each Liaison Officer to suggest ways and means for augmenting the intake of Scheduled Castes and Scheduled Tribes in the services of the Hindustan Machine Tools

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Limited and also attending expeditiously to the grievances of the employees, individually or jointly, belonging to these communities.

15 2.41 The Committee would like to point out that Roster is a mechanism to keep a watch on the proper and adequate intake of the Scheduled Castes and Scheduled Tribes in services and that it would cease to have any significance whatsoever if it is not maintained properly. Further, unless all the vacancies reserved for Scheduled Castes and Scheduled Tribes are actually filled and their appointments are in fact made according to the points mentioned in the Roster, the position regarding the representation of Scheduled Castes and Scheduled Tribes in the services of the Hindustan Machine Tools Limited is not expected to improve. The Committee, therefore, urge that Rosters should be properly maintained by all the Units of the Hindustan Machine Tools Limited and they should be checked regularly by the competent authorities. Discrepancies noticed during inspection of Rosters should be rectified immediately and also brought to the notice of the Head of the Unit.

16 2.44 The Committee feel that unless a special in-service training programme, particularly for those Scheduled Caste/Tribe candidates, who have been recruited by lowering the standards, is initiated by the Hindustan Machine Tools Limited, it may be very difficult to bring such employees at par with others and make them suitable for higher posts. The Committee note in this connection that the Hindustan Machine Tools Limited has recently started a special training scheme for Scheduled Caste/Tribe candidates. The Committee hope that with the initiation of the training programme in the Hindustan Machine Tools Limited, the Scheduled Caste/Tribe candidates will be able to come up to the requisite standards.

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17	2.48	<p>The Committee feel that a Scheduled Caste Tribe Officer should invariably be included in the Selection Promotion Boards set up by the Hindustan Machine Tools Limited, so that interests of the Scheduled Caste and Scheduled Tribe candidates are adequately safeguarded. If, however, a suitable Scheduled Caste Tribe Officer is not available in the Hindustan Machine Tools Limited, a Scheduled Caste or Scheduled Tribe Officer from the Social Welfare Department of the concerned State or from any other Public Undertaking should be associated with the Selection Promotion Boards in the Hindustan Machine Tools Limited.</p>
18	2.54	<p>The Committee feel that the procedure being followed by the Hindustan Machine Tools Limited for dereservation of vacancies, needs close scrutiny to ensure that, as far as possible, dereservation of vacancies does not take place at all. The Committee suggest that before a vacancy is dereserved, applications/candidates should again be invited from the Scheduled Castes and Scheduled Tribes exclusively. The Hindustan Machine Tools Limited should also send intimations to the Ministry of Heavy Industry and the Commissioner for Scheduled Castes and Scheduled Tribes regarding all dereservations made by together with an account of the efforts made by it to recruit Scheduled Caste and Scheduled Tribe candidates in those vacancies. The Committee would also like the Hindustan Machine Tools Limited to publish details of all vacancies dereserved by it in the annual Reports of the Hindustan Machine Tools Limited.</p>
19	2.65	<p>The Committee are distressed to learn that the Hindustan Machine Tools Limited has not yet adopted the orders of the Government of India contained in the Cabinet Secretariat (Department of Personnel and Administrative</p>

Reforms) Office Memorandum No. 27/2/71 Est. (SCT) dated the 27th November, 1972 providing for reservations at 15 per cent for Scheduled Castes and 7½ per cent for Scheduled Tribes in promotions on the basis of seniority subject to fitness, in appointments to Class I, Class II, Class III and Class IV posts in grades or services in which the element of direct recruitment if any, does not exceed 50 per cent. The Committee deplore the decision taken by the Central Co-ordination Committee of Union Industries, Bangalore, to flout the Government of India orders on the subject without any valid reasons. The Committee also regret that the Ministry of Heavy Industry have taken more than a year to take a decision in the matter and have not so far deemed it necessary to issue a Presidential Directive to the Hindustan Machine Tools Limited on the subject, even though the Hindustan Machine Tools Limited had sent a communication to that Ministry about non-adoption of these orders as early as in July, 1973. The Committee urge that the orders of the Government of India providing for reservations for Scheduled Castes and Scheduled Tribes in promotions should be adopted by the Hindustan Machine Tools Limited without any further delay. If need be, the Ministry of Heavy Industry should issue a necessary Presidential Directive to the Hindustan Machine Tools Limited in this regard. This is all the more necessary in view of the negligible promotions of Scheduled Castes and Scheduled Tribes made in the Hindustan Machine Tools Limited.

In this context, the Committee would also like the Bureau of Public Enterprises and the administrative Ministries controlling the various Public Undertakings to devise some machinery whereby the orders/instructions issued by the Government of India in favour of Scheduled

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Castes and Scheduled Tribes from time to time are issued immediately to all the Public Undertakings in the form of a supplementary Presidential Directive so that no Public Undertaking may plead that the new instructions of the Government do not form part of the relevant Presidential Directive and are therefore not applicable to it.

21 2.70

The Committee would like the Hindustan Machine Tools Limited to provide in all its Units 10 per cent reservation for its Scheduled Caste and Scheduled Tribe employees in allotment of accommodation, particularly for the lower category of employees, keeping in view the provisions of the Government of India (Directorate of Estates) Office Memoranda No. 12035(5) |69-Pol (II) dated the 6th November, 1969, and No. 12035(3) |73-Pol(II), dated the 24th September, 1973, on the subject.