

**No.14024/1/2004-Estt(D)**  
**Government of India**  
**Ministry of Personnel, Public Grievances and Pensions**  
**(Department of Personnel & Training)**

New Delhi the December, 2004

**OFFICE MEMORANDUM**

Subject:- Recruitment of staff through Employment Exchanges.

The undersigned is directed to say that the Department of Personnel and Training had issued an Office Memorandum No. 14024/2/96-Estt (D) dated 18<sup>th</sup> May, 1998 on the above noted subject in implementation of the Hon'ble Supreme Court judgment in the case of Excise Superintendent, Malkapatnam, Krishna District, Andhra Pradesh vs. K.B.Vishweshwara Rao & Ors (1996 (6) SCALE 676). In terms of the procedure prescribed vide O.M. dated 18<sup>th</sup> May, 1998, all vacancies to be filled on regular basis, except those which fall within the purview of UPSC/Staff Selection Commission, are to be notified to the local Employment Exchange/Central Employment Exchange as per the provisions of the Employment Exchange (Compulsory Notification of Vacancies) Act, 1956. However, in addition to the reporting of the vacancies to the local Employment Exchange/Central Employment Exchange, the vacancies are also required to be given wide publicity on an all India basis for which it was advised that the same may be published in the Employment News/Rozgar Samachar published by the Publication Division of Ministry of Information & Broadcasting. Such recruitment notices are also to be displayed on the Office Notice Board.

2. It has been brought to the notice of this Department that the instructions issued vide OM dated 18<sup>th</sup> May, 1998 have not been followed in some cases and vacancies have either been referred only to the local Employment Exchange/Central Employment Exchange or in some other cases, vacancies have been advertised without being notified to the Employment Exchange as required under the Employment Exchange (Compulsory Notification of Vacancies) Act, 1956.

3. It is hereby reiterated that instructions contained in DoPT OM No. 14024/2/96-Estt (D) dated 18<sup>th</sup> May 1998 may be followed strictly while filling up the vacancies on regular basis.

**(Alok Saxena)**  
**Director**

To

**All Ministries/Departments of the Government of India.**

**Copy to:-**

- 1 The President's Secretariat, New Delhi.
- 2 The Prime Minister's Office, New Delhi w.r.t. ID No. 18/27/2004-NESC dt. 11.11.2004
- 3 Cabinet Secretariat, New Delhi.
- 4 Rajya Sabha Secretariat/ Lok Sabha Secretariat, New Delhi.
- 5 The Registrar General, Supreme Court of India.
- 6 The Registrar, Central Administrative Tribunal, Principal Bench, New Delhi.
- 7 The Comptroller and Audit General of India, New Delhi.
- 8 Union Public Service Commission.
- 9 Staff Selection Commission, New Delhi.
- 10 All attached offices under the Ministry of Personnel, Public Grievances and Pensions.
- 11 National Commission for SCs, New Delhi.
- 12 National Commission for STs, New Delhi.
- 13 Secretary, National Council(JCM), 13, Ferozeshah Road, New Delhi
- 14 Establishment Officer & A.S.
- 15 National Commission for OBCs, New Delhi.
- 16 All Officers and Sections in the Department of Personnel and Training.
- 17 Facilitation Center, DoP&T(**20 copies**).
- 18 Establishment (D) Section (**200 copies**).
- 19 Govt. of Assam, Dispur, Hon'ble Chief Minister's letter No. GLR, 417/96/Pt.V/49 dated 22.6.2004