F.No. C-30013/15/2018-Ad.IVA  
Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Indirect Taxes and Customs

5th Floor, HUDCO Vishala Building,  
Bhikaji Cama Place, New Delhi  
Dated, the 13 June, 2018

To
All Pr. Chief Commissioners/Chief Commissioners/  
All Commissioners/Directors General under CBEC.

Subject: Reiteration of instructions relating to reservation in temporary  
Appointments – regarding.

Sir,

I am directed to forward herewith a copy of letter No. 36036/3/2018- 
Estt.(Res.) dated 15.05.2018 received from Ministry of Personnel, Public  
Grievances and Pensions, Department of Personnel & Training, Establishment-  
(Reservation -I) Section, on the subject mentioned above for necessary action.

Encl. As above

Yours faithfully,

(B. Ginkhan Mang)
Under Secretary to the Govt. of India  
Tel. No. 011-26162673

Copy to: DG Systems & Data Management, New Delhi with the request to  
kindly upload this letter on the Website of CBIC.

(B. Ginkhan Mang)
Under Secretary to the Govt. of India
OFFICE MEMORANDUM

Subject: Reiteration of instructions relating to reservation in temporary appointments - regarding

The undersigned is directed to say that as per the extant guidelines issued vide Office Memorandum No. 27/4/67(II)-Estt.(SCT) dated 24.09.1968, reservations are to be made for Scheduled Castes and Scheduled Tribes in all temporary appointments, except appointments which are to last for less than 45 days.

2. It has been brought to the notice of this Department by the Hon’ble National Commission for Scheduled Tribes that the Office Memorandum dated 24.09.1968 is old and the instructions laid down in the OM must be reiterated. It is, therefore, reiterated that, in respect of appointments to Central Government posts and services there shall be reservation for Scheduled Caste/ Scheduled Tribe/ Other Backward Class candidates in temporary appointments which are to last for 45 days or more.

3. All Ministries/ Departments/ Organizations are requested to please bring the contents of this O.M. to the notice of all concerned for information and compliance.

1. The Secretaries of all Ministries/Departments of the Government of India
2. The Chairman, Railway Board, Rail Bhawan, New Delhi.
5. National Commission for Backward Classes, Trikoot-I, Bhikaji Cama Place, Delhi
6. Office of the Comptroller and Auditor General of India
7. Supreme Court of India/ Election Commission/ Lok Sabha Secretariat/ Rajya Sabha Secretariat/ Cabinet Secretariat/ Central Vigilance Commission/ President’s Secretariat/ Vice President’s Secretariat/ Prime Minister’s Office/ Niti Ayog
8. Union Public Service Commission/ Staff Selection Commission
9. Director, ISTM, Old JNU Campus, Olof Palme Marg, New Delhi-110067
10. Information and Facilitation Centre, DOPT. North Block, New Delhi
11. NIC, for placing this O.M. in the website of the Department.
12. Hindi Section for providing a Hindi translation