

Chapter-25

NATIONAL EMPLOYMENT SERVICE

INTRODUCTION

25.1 Policies, standards and procedures for the National Employment Service are laid down by the Central Government in consultation with the State Governments. A Working Group on National Employment Service comprising representatives of the Central and State Governments facilitates this consultative process, the last meeting of which was held at New Delhi on 24th June 2002. A Special Meeting of Working Group was also held on 08-04-2003 at New Delhi. The Working Group made several recommendations to make the Employment Service more proactive and also, to meet the Labour Market Information system conducive to the requirements in the changed market scenario. It further recommended guidelines on operation of private placement agencies in the country.

Salient Features of National Employment Service

- National Employment Service covers all the States and Union Territories except Sikkim.
- Day to day administration of the Employment Exchanges is with the State/UT Governments.
- It has a network of 947 Employment Exchanges.
- As a part of administrative functioning, data are collected through 13 Employment Exchange Statistical Returns, each return covering a specific field of activity like registration, placement etc. with different periodicity.
- As a part of Employment Market Information Programme data are collected from the Organised Sector (all public sector establishments and all Non-agricultural private sector

establishments with 10 or more workers) on employment, vacancies, occupational and educational pattern of employees etc. in ER-I and ER-II return prescribed under the Employment Exchanges (Compulsory Notification of vacancies) Act, 1959 and Rules framed there under.

EMPLOYMENT EXCHANGES (COMPULSORY NOTIFICATION OF VACANCIES) ACT, 1959

25.2 The Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959

- Provides for compulsory notification of vacancies and submission of employment returns (ER-I and ER-II) by employers to the Employment Exchanges.
- Applies to all establishments in the Public Sector and such establishments in the Private Sector as are engaged in non-agricultural activities and employing 25 or more workers.
- Enforcement of the Act is the responsibility of the States and Union Territories.
- Majority of the States/Union Territories have special enforcement machinery for this purpose.

PERFORMANCE OF NATIONAL EMPLOYMENT SERVICE

25.3 The details of the network of 947 Employment Exchanges as on 31.08.2004 are given in **Table-25.1**. The main activities of the Employment Exchanges are registration, placement of job seekers, career counseling, and vocational guidance and collection of employment market information.

25.4 The work done in regard to registration and placement during 2004 (January-August) is given in **Table-25.2**.

25.5 Salient features of registration & placement are:

- As on 31st August, 2004 maximum number of job-seekers (69.0 Lakh) awaiting employment were in West Bengal while minimum (0.06 Lakh) were in Dadra & Nagar Haveli.
- Between Jan-August, 2004 placement was maximum (43.7 Thousand) in Gujarat, where registration was maximum (603.9 Thousand) in Maharashtra.
- Placement was 7.5% of total submissions made by the Employment Exchanges.
- 26.4% of the total job-seekers were Women.
- Year-wise registration, placement, vacancies notified, submission made and Live Register for the period 1999 to 2004 January to August are given in **Table 25.3**.

CENTRAL EMPLOYMENT EXCHANGE, DELHI

25.6 The Central Employment Exchange, Delhi is responsible for circulation and the advertisement of vacancies of scientific and technical nature occurring in the Central Government Establishments with a basic pay of Rs.1400/- p.m. (pre-revised) or above. During the year 2004-2005 (up to October, 2004) a total of 319 vacancies were notified through 22 advertisements where 44 Government offices utilized services. Out of these, vacancies notified for SC, ST, OBC and PH were 42, 36, 92 and 2 respectively. Request received from Employment Exchanges for wider circulation were ten.

EMPLOYMENT MARKET INFORMATION PROGRAMME (EMI)

Scope, Coverage and Limitations

25.7 The Employment data in the organised sector is collected under the Employment Market Information Programme, which initially followed a voluntary course of collection of information, was provided the statutory base by the Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959 and rules framed thereunder. The EMI programme now extends to all the States/ Union Territories except Sikkim, Dadara and Nagar Haveli and Lakshadweep. The programme covers all establishments in the Public Sector and non-agricultural establishments employing 25 or more workers in the Private Sector. The establishments employing 10-24 workers are covered on a voluntary basis.

25.8 The EMI Programme, however, does not cover employment statutorily in the agricultural establishments (other than Plantation and Agricultural Machine Operatives), self-employed or independent workers, part-time workers, Defence forces, Indian Missions abroad, establishments employing less than 25 workers in the metropolitan cities of Mumbai and Kolkata and tiny sector establishments (employing less than 10 workers). The EE (CNV) Act, 1959 makes it obligatory on the part of employers to render Employment Return (ER-I) and Occupational Return (ER-II) at quarterly and biennially respectively. The employment returns are rendered at quarterly intervals showing employment at the end of 31st March, 30th June, 30th September and 31st December every year whereas the Occupational returns are collected biennially as at the end of 30th September of the year alternately for Public and Private Sectors establishments. The Quick estimates for the quarter ended June 2003, Quarterly Employment Review for the quarter ended March, 2002 and Annual Employment Review for the year 1999 have already been published.

OCCUPATIONAL & EDUCATIONAL PATTERN STUDIES

- Occupational and educational profile of employees in organised sector is attempted through the study.
- The data are collected under the Employment Market Information (EMI) Programme at biennial intervals, covering the public sector and private sector establishments in alternate years through ER –II returns prescribed under the EE (CNV) Act, 1959.
- The occupational composition and educational levels of all employees in organised sector, classified by industries and branches of public sector and by size of establishments in the private sector, are brought out in the reports titled Occupational and Educational Pattern in India.

DEPLOYMENT OF CENTRAL GOVERNMENT SURPLUS/ RETRENCHED EMPLOYEES

25.9 In pursuance of decision taken by the Government vide order No.20011/1/2002-IWSU dated 10.01.2002, the Surplus Cell for Group-D employees, located in the DGE&T, Ministry of Labour and Employment was transferred to the “**Surplus Cell**” of the Department of Personnel and Training with a view to bring the work relating to redeployment of all category of surplus employees under the charge of one Ministry. This Division of D.O.P.T. has been re-designated as “**Retraining and Redeployment.**”

EVALUATION OF EMPLOYMENT EXCHANGES

25.10 The Programme of joint technical evaluation of the Employment Exchanges and the University Employment Information and Guidance Bureaux is carried out with the concerned State Governments and Union Territory Administrations in the country to ensure that:

- Agreed policies and procedures are followed;
- Standards maintained and programmes implemented;
- Services rendered by the Employment Exchanges are made more effective; and
- Necessary measures for improvement of these services suggested.
- Evaluation of 16 States/UTs has been proposed during 2004-2005 and the targets are likely to be achieved.

VOCATIONAL GUIDANCE AND EMPLOYMENT COUNSELLING

Vocational Guidance Units in Employment Exchanges and University Employment Information and Guidance Bureaux (UEIGBx): -

- Function within the Employment Exchanges/ University Campuses and render Vocational Guidance & Employment Counselling Services to the job-seekers.
- Collect and compile occupational information for dissemination to the students, teachers, parents and job-seekers (both individually and in groups) through career talks, individual counselling sessions, group discussions, career exhibitions and film shows etc.
- Supply information to students about various training facilities, available within the country and abroad, including information about vocational training in the Industrial Training Institutes and Apprenticeship Establishments.
- During the year under report, 362 Vocational Guidance Units in Employment Exchanges and 82 University Employment Information and Guidance Bureaux (UEIGBx) within the University Campuses continued to function in order to provide necessary guidance and information to the job seekers and university students.

APTITUDE TESTING

- The Aptitude Testing Programme aims at development and use of psychological tests for Vocational Guidance and Vocational Selection.
- Aptitude Tests were introduced in the sixties to promote the use of objective procedures for Vocational Selection.
- The present efforts of DGE&T are focussed on strengthening the psychological testing capabilities in tune with the requirements of the target groups. The efforts are likely to provide necessary impetus to the Vocational Selection and Vocational Guidance Services provided to the job-seekers at the Employment Exchanges, the UEIGBx, the Coaching-cum-Guidance Centres for SCs/STs and at the pre-recruitment training programmes organised particularly for the disabled and the socially disadvantaged groups.

PROMOTION OF SELF-EMPLOYMENT

Self-Employment Promotion Programme was undertaken due to general shortage of wage paid jobs.

- The Employment Exchanges have been assigned an important role in this area to motivate the unemployed youth for taking up Self Employment.
- Self-Employment Promotion Cells (SEPCs) in 28 selected Employment Exchanges were established in the country. Out of these, now 22 Self-Employment Promotion Cells are rendering special assistance to job seekers towards promotion of Self-Employment.
- Upto the end of May 2004, 79082 persons were placed in various Self-Employment ventures with the assistance of Self-employment Promotion Cells.

RELEASE OF DATA

25.11 The details of publications brought out by DGE&T are given in **Box 25.1**

1. Monthly Highlights of Employment and Unemployment

This is a monthly publication of DGE&T. It reviews Employment and Unemployment situation every month in terms of Registration, Placement and Live Register and Employment in the Organised Sector. It is a restricted publication and mainly meant for internal use in various Ministries.

2. Employment Exchange Statistics

This is an annual publication of DGE&T. It gives complete Employment Exchange statistics along with detailed analysis of the data.

3. Quick Estimates of Employment

It gives quarterly quick estimates of employment in Organised Sector.

4. Quarterly Employment Review

It gives major industry-wise employment situation in the Organised sector of the economy on quarterly basis.

5. Annual Employment Review

This is an annual publication based on EMI data. It gives comprehensive data at three-digit level classification of industry & complete analysis of employment situation prevailing in the organised sector.

6. Occupational – Educational Pattern of Employees in India

This is an annual publication giving the profile of employees in Public & Private Organised sector. Public & Private sectors are covered in an alternate year.

7. Trade Apprenticeship Training in India under Apprenticeship Training scheme

This is an annual publication brought out by the survey and study division of DGE&T. The publication presents statistics on establishments engaged in Apprenticeship Training, intake capacity, output and their employability in the labour market alongwith brief analysis of present scenario.

8. Census of Central Government Employees

This gives the profile of the Central Government Employees working in various parts of the country. The census is carried out through the Employment Exchanges located in various parts of the country.

9. Bulletin on Job – Opportunities in India

This presents job opportunities available for persons possessing diploma, degree and postgraduate qualifications in various branches of engineering, technology, agriculture, medicine, natural sciences, social sciences and teaching etc.

Table 25.1

Total number of Employment Exchanges (at the end of August 2004) includes the following:	947
➤ University Employment Information and Guidance Bureaux (UEIGBx)	82
➤ Professional and Executive Employment Exchanges	15
➤ Special Employment Exchanges for the Physically Handicapped	43
➤ Special Employment Exchange for Plantation Labour	01

Table 25.2

* Number of Job-seekers on the Live Register as on 31-8-2004	
	(In Lakh)
>> Men	301.22
>> Women	107.97
>> Total	409.20
* Number of Job-seekers placed during 2004 (January-August)	
>> Men	0.76
>> Women	0.16
>> Total	0.92
* Number of Job-seekers registered during 2004 (January-August)	
>> Men	25.45
>> Women	10.65
>> Total	36.10

Table 25.3
(IN THOUSANDS)

Year	Employment Exchanges, UEIGBx \$	Registration	Placement	Vacancies Notified	Submission Made	Live Register
1.	2.	3.	4.	5.	6.	7.
1999	955	5966.0	221.3	328.9	2653.2	40371.4
2000	958	6041.9	177.7	284.5	2322.8	41343.6
2001	938	5552.6	169.2	304.1	1908.8	41995.9
2002	939	5064.0	142.6	220.3	1748.8	41171.2
2003	945	5462.9	154.9	256.1	1917.3	41388.7
2004 Jan-Aug	947	3610.5	91.9	198.7	1225.8	40919.7

\$ At The End of The Year
