



महात्मा गांधी अंतरराष्ट्रीय हिंदी विश्वविद्यालय
Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya
(संसद द्वारा पारित अधिनियम 1997, क्रमांक 3 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)
(A Central University Established by Parliament by Act No.3 of 1997)

डॉ. राजेंद्र प्रसाद मिश्र
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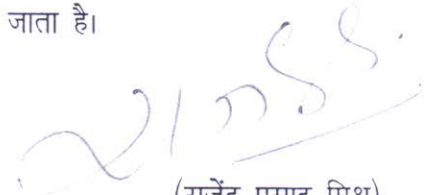
पत्रांक : Estt./006/2011/12/6237
दिनांक : 4.12.2015

परिपत्र

कार्मिक एवं प्रशिक्षण विभाग, कार्मिक, लोक शिकायत और पेंशन मंत्रालय, भारत सरकार के फा.सं. 11013/08/2013-स्था.(A-III) दिनांक 31.08.2015 के द्वारा जारी सरकारी ज्ञापन के निर्देशों के अनुसार सरकारी कर्मचारी शिकायतों के निवारण की मांग उचित माध्यमों द्वारा प्रधानमंत्री, मंत्री, सचिव और अन्य उच्च अधिकारियों को सीधे न देते हुए उस कर्मचारी के निकटतम वरिष्ठ अधिकारी या उसके कार्यालय प्रमुख या इस मामले से निपटने के लिए सक्षम अधिकारी को सीधे अपने अभ्यावेदन प्रस्तुत कर सकते हैं।

सभी से अनुरोध है कि इस कार्यालय ज्ञापन का अनुपालन करें (प्रतिलिपि संलग्न)।

यह परिपत्र सक्षम प्राधिकारी के अनुमोदन से जारी किया जाता है।


(राजेंद्र प्रसाद मिश्र)

संलग्नक :

1. कुलपति कार्यालय, म.गां.अं.हिं.वि., वर्धा
2. प्रतिकुलपति कार्यालय, म.गां.अं.हिं.वि., वर्धा
3. कुलसचिव कार्यालय, म.गां.अं.हिं.वि., वर्धा
4. वित्ताधिकारी कार्यालय, म.गां.अं.हिं.वि., वर्धा
5. सभी विद्यापीठ/विभाग/केंद्र/क्षेत्रीय केंद्र/विभाग
6. लीला प्रभारी, विश्वविद्यालय की वेबसाइट पर अपलोड करने के लिए
7. गार्ड फाइल

सि (2015)
वृत्त पत्रिका - अ. प्र. प्र. प्र. प्र.
20/09/15

F. No. 11013/08/2013-Estt.(A-III)

Government of India

Ministry of Personnel, Public Grievances & Pensions

Department of Personnel & Training

Establishment A-III Desk

North Block, New Delhi

Dated August 31, 2015

OFFICE MEMORANDUM

Subject: **Representation from Government servant on service matters -
reiteration of instructions - regarding.**

The undersigned is directed to refer to O.M. of even number dated 6th June, 2013 wherein instructions have been issued on submission of representation by Government servants about their service matters. In spite of these instructions, it has been observed that Government servants including officers/ officials of para military forces and Army personnel continue to represent directly to the Prime Minister, Minister, Secretary (P) and other higher authorities, directly.

2. As per the existing instructions, wherever, in any matter connected with his service rights or conditions, a Government servant wishes to press a claim or to seek redressal of a grievance, the proper course for him is to address his immediate official superior, or Head of his office, or such other authority at the appropriate level who is competent to deal with the matter in the organisation.

3. Such submission of representations directly to other authorities by- passing the prescribed channel of communication, has to be viewed seriously and appropriate disciplinary action should be taken against those who violate these instructions. This can rightly be treated as an unbecoming conduct attracting the provisions of Rule 3 (1) (iii) of the Central Civil Services (Conduct) Rules, 1964. It is clarified that this would include all forms of communication including through e-mails or public grievances portal etc.

4. Attention in this connection is also invited to the provision of Rule 20 of CCS (Conduct) Rules, 1964 prohibiting Government servants from bringing outside influence in respect of matter pertaining to his service matter. Representation by relatives of Government servant is also treated as outside influence as clarified vide MHA OM No. F.25/21/63-Estt.(A) dated 19.09.1963

5. It is reiterated that these instructions may be brought to the notice of all Govt. servants including officers/ officials of para military forces and member of armed forces and action taken against those who violate these instructions.

15716-1
03/09/2015


(Mukesh Chaturvedi)
Director (E)
Telefax: 23093176

To

The Secretaries of All Ministries/Departments of Govt. of India
(as per the standard list)

सि सचिव
20/09/15

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