

Copy of Punjab Government Circular letter No. 298-3GSI-66/2190, dated 16-2-1966 from the Chief Secretary to Government Punjab to all Heads of Departments etc. etc.

Subject :—Speedy disposal of cases of Government servants under suspension.

In continuation of Punjab Government letter No. 3624-GS-61/14607, dated 21-4-1961, on the subject noted above I am directed to state that according to para 2(e) (III) of these instructions, the whole process of investigation and inquiry against a Government employee is required to be completed within six months (excluding any period during which proceedings are stopped owing to a reference to a court of law). An extension of the period by another three months can be allowed by the Minister-in-charge. If extension beyond nine months is needed, full facts and justification is required to be placed before the Council of Ministers for approval.

2. It has been brought to the notice of Government that the Departments generally do not mention in the memorandum for the Council of Ministers the circumstances in which they were not able to complete the enquiry within the prescribed period and also do not specify the period for which extension beyond nine months was required. Unless this information is embodied in the Memorandum for the Council of Ministers, the intention of Government to ensure that no avoidable delay occurs in such cases is defeated. I am accordingly to request that the reasons for which it has not been possible for the Department to complete the inquiry should invariably be given in the Memorandum for the Council of Ministers and the period for which extension is required should also be specified therein.