

No. 25/8/78—GSI

From

The Chief Secretary to Govt., Haryana.

To

1. All Heads of Departments.
Commissioners Ambala and Hissar Divisions,
All Deputy Commissioners and
Sub Divisional Officers (Civil) in the State.
2. The Registrar, Punjab and Haryana High Court, and
District and Sessions Judges in the State.

Dated, Chandigarh the 12-4-78

Subject: Speedy disposal of cases of Government employees under suspension

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Sir,

I am directed to invite a reference to the composite Punjab Government letter No. 3624-GS-61/14504 dated the 21st, April, 1961, which provides inter alia that to avoid unnecessary harassment of Government employees, the whole process of investigation and enquiry against such employees, should be completed within six months excluding any period during which proceedings are stopped owing to reference to a Court of law. These instructions further lay down that charge-sheets should be handed over to the concerned Government employees within 15 days from the date of taking a decision to start formal proceedings. It has come to the notice of the Government that in a large number of cases charge-sheets are served upon the suspended employees after considerable delay due to various reasons such as protracted correspondence between subordinate offices and Heads of Departments incomplete references to the Government and getting the drafts vetted in Punishment and Appeal by the Law Department as provided in Government letter No. 2770-IGSI-72/14511, dated 10-5-1972. Delay also occurs at the time of inspection of record by the Government employee concerned and also during subsequent stages of departmental enquiry. The Government views such delays with great concern and emphasizes that cases of suspending employees should receive special attention of the concerned authorities. Steps should be taken to cut down delay at every stage of the proceeding by taking up the matter even on personal level. In any case, for obvious reasons, such cases should not be allowed to fall in routine. Only then will it be possible to complete the whole process of investigation and enquiry within the stipulated period. The State Government will take serious view where it is found that these instructions have not been followed and in consequence delay has occurred. It is, therefore, requested that these instructions may be brought to the notice of all concerned for meticulous compliance.

Yours faithfully

Sd/-

Deputy Secretary General Admn.,
for Chief Secretary to Government, Haryana

A copy is forwarded for information and compliance to the Financial Commissioner, Haryana. All Administrative Secretaries to Government, Haryana.