

Copy of Punjab Government Circular letter No. 8484-6GS—63/23957, dated 3rd July, 1963, from the Chief Secretary to Government, Punjab to all Heads of Departments etc., etc.

*Subject :—*Observance of punctuality in keeping appointments.

I am directed to invite your attention to Punjab Government letter No. 1946-8GS-63/6299, dated the 16th February, 1963, on the subject cited above and to say that the State Government have received complaints that the instructions contained therein are not being fully observed. I am accordingly to request that steps should be taken to ensure that they are implemented strictly in future. It may be noted that these instructions apply to district officers as well as to others and all such officers should make it a point to adhere to the appointments fixed by them for meetings.

Interviews, hearing of cases etc. whether at the headquarters or in camp. I am also to emphasise, that Government will take serious notice of cases of non-compliance with these instructions in future.