

No. 62/8/90-6GSI

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments;
Commissioners Ambala and Hissar, Rohtak
& Gurgaon Division.
2. All Deputy Commissioners and S.D.O. (C) in Haryana.
3. Registrar, Punjab & Haryana High Court.

Dated Chandigarh, the 23rd August, 1990.

Subject :— Regarding preparing the Chargesheet.

Sir,

I am directed to address you on the subject noted above and to say that it has come to the notice of Government that the cases of finalization of chargesheets are delayed in the departments for one reason or the other. One of the reasons appears to be that the drafts of the chargesheets are got prepared from the Heads of Departments who in turn ask for the same from subordinate offices. It is not a healthy practice, particularly when the material for preparing the chargesheet is contained in the enquiry report and other records which are already available with the Punishing Authority. In order to avoid unnecessary delay, it has been decided that in future the chargesheets should be prepared in the office of the competent authority who is to sign and issue it.

2. You are requested to bring this decision to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/-

Under Secretary, General Administration,
for Chief Secretary to Government, Haryana.

A copy is forwarded to the Financial Commissioners/Commissioners Secretaries to Government, Haryana for information and necessary action.

Sd/-

Under Secretary, General Administration,
for Chief Secretary to Government, Haryana.

To

The Financial Commissioners/Commissioner & Secretaries
to Government, Haryana.

U.O. No. 62/8/90-6GSI

Dated 23-8-90