

Copy of Punjab Government Circular No. 19142 -DSGS-64/1815, dated the 18th January, 1964 from the Chief Secretary to Government, Punjab to all Heads of Departments, etc. etc.

Subject :—Speedy disposal of cases of Government Servants under suspension—Instructions regarding.

I am directed to invite reference to Punjab Government letter No. 3624-GS-61/14607, dated the 21st April, 1961, on the subject cited above and to say that it has been brought to the notice of the Government that the instructions contained there in are not being strictly complied with by the officers entrusted with the conduct of departmental enquiries in disciplinary cases and as a result heavy delay occurs in the disposal of these cases. I am directed to emphasise once again that the above mentioned instructions should be followed carefully and moreover in cases of delay the persons dealing with such inquiries should be held responsible for the delay. It has also been decided by the Government that separate inquiry officers for holding inquiries should be appointed in those departments in which the number of departmental enquiries is large enough to provide wholetime work for such officers. In other cases Administrative Departments are requested to consider making one of their officers, both at the Secretariat and the Directorate level, responsible for pursuing the enquiry cases so that they are concluded without avoidable delay.

2. The receipt of this letter may please be acknowledge.