

Copy of Punjab Government Circular letter No. 7868-IGS-65 dated 23rd November, 1965 from the Chief Secretary to Government, Punjab to all Heads of Departments, etc. etc.

Subject :—Resignation from Service by temporary Government servants—Giving of one month's notice or refund of one month's emoluments in lieu thereof.

I am directed to address you on the subject noted above and to state that it has come to the notice of Government that there is a tendency among the officials who are temporarily employed in Government Departments to abruptly resign the service as soon as they find some better jobs. After submitting their resignations they do not attend office and go on applying for leave till their resignations are accepted. Before their resignations are accepted by the competent authority they are required to deposit one month's pay with allowances as required under the terms of their appointment and to fulfil certain other conditions e.g. production of "No Demand" certificate from the Capital Project Authorities, furnishing a surety of a permanent employee who should undertake the responsibility of depositing all the dues found outstanding against them at a later date etc. etc. It has been observed that some times the Government Servants concerned take a considerable time in completing these formalities with the result that their resignations are accepted long after the actual date of tendering the resignations. A question has been raised whether the recovery of one month's emoluments in such cases should be effected at the rate of pay and allowances a Government servant draws at the time of submitting the resignation or at the rate he would have drawn had he been in service at the time of acceptance of his resignation. After a careful consideration it has been decided by Government that the recovery in such cases should be effected from a Government servant at either of the rates indicated above whichever is higher.

2. These instructions may kindly be brought to the notice of all concerned for information and guidance.

3. These instructions may be brought to the notice of all Government employees under your administrative control for future guidance.