

Copy of letter No. 12662-HM-52/34401 dated the 18th December, 1952, from the Home Secretary to Government Punjab to all Heads of Departments etc., etc.

*Subject : — Procedure for a change of name by Government servant.*

I am directed to address you on the subject noted above and to enclose a copy of Memorandum No. 60(274)-48-Ests., dated the 3rd November, 1948, from the Government of India, Ministry of Home Affairs, together with a copy of its enclosures and to say that the procedure laid down therein should be followed for the change of names by Government servants. The execution of the deed referred to therein should be followed by publication of change in a prominent newspaper as well as the Punjab Government Gazette, such publication being undertaken by a Government servant at his own expense in both cases. As regards the publication in the official gazette, Government servants intending to change their names should be directed to approach the Controller of Printing and Stationery, Punjab, who will arrange for necessary publication on payment.