

Copy of letter No. 7918—3GS—63/26112, dated 31st July, 1963, from the Chief Secretary to Government Punjab, to all Heads of Departments etc. etc.

*Subject* :— Practice of making recruitment and the Draft Service Rules—Subordinate Services Selection Board.

I am directed to say that the Secretary, Subordinate Services Selection Board has brought to the notice of Government a number of cases in which the Board was in the first instance approached to approve the appointment/promotion of particular candidates but when the request was not agreed to the respective Departments proceeded to make such appointments/promotions on their own, under the cover of draft service rules. The draft rules till finally approved and notified have no legal sanction behind them and appointments/promotions made thereunder are not regular. This is tantamount to short-circuiting the authority of the Board.

2. Government has already issued instructions in the case of the Commission, with Punjab Government U.O. reference No. 7516-G-4-54, dated the 17th December, 1954, that once a reference has been made to the Commission to fill the post by direct recruitment it should not be withdrawn save for exceptional reasons. It has now been decided that these instructions should be deemed to have been extended in the case of reference made to the Board as well.

3. Further, it is hardly necessary to emphasize that the services of the Board should be utilized to the maximum for the recruitment of staff so as to avoid unnecessary criticism of any favouritism by the department.

4. The departments who have not yet finalized their Service Rules should do so at the earliest possible date.

5. The receipt of this communication may kindly be acknowledged.