

Copy of U.O. Circular letter No. 3937-G-54, dated 1st July, 1954, from the Chief Secretary to Government, Punjab, to all the Administrative Secretaries to Government, Punjab.

Subject :—Procedure to be adopted by Administrative Departments of the Punjab Government in their dealing with the Punjab Public Service Commission.

Reference this Department un-official reference No. 4095-G-49, dated the 18th July, 1949, on the subject noted above.

2. In accordance with the instructions contained in this reference the Punjab Public Service Commission are required to give their views on the suitability of persons considered fit for promotion by an Administrative Department and while doing so, the Personal Files of officers, if any, whose supersession is involved in the proposal are also forwarded to the Commission for reference. It has been noticed that the Commission opined that some officers proposed to be superseded are also fit for promotion, and since the advice of the Commission is generally accepted this results in promotions of officers who in the opinion of the Administrative Department are unfit. The matter has been carefully considered and it has been decided that the Administrative Departments should, while forwarding such cases to the Punjab Public Service Commission invariably state all the reasons on the basis of which it is proposed that a certain officer should be superseded. The Public Service Commission would thus have before them not merely the Personal file of the officer concerned but also all the other considerations which may have been responsible for the Administrative Department's proposal. I am to request that these instructions should be carefully followed in future.