

Copy of Circular Letter No. 8482-DSGSI-65/34106, dated the 19th October, 1965, from the Chief Secretary to Government, Punjab, to all Heads of Departments etc., etc.

Subject :—Submission of representations and advance copies there by Government servants in respect of matters connected with their condition of service.

I am directed to say that in para I of Punjab Government, Circular letter No. 9872-5GS-62/29821, dated the 28th August, 1962, on the subject cited above, it was, inter alia, mentioned that there were no specific instructions to govern the representations and petitions submitted by Government Servants in cases which were not covered by the Punishment and Appeals. It has now been brought to the notice of this department that there are specific instructions of the Government for making representations/appeals against non-selection for a selection post, adverse remarks in confidential reports and fixation of inter-se seniority with effect from 1st November, 1956, as a result of intergradation of the Pepsu and the Punjab State services, which are some of the matters connected with the conditions of service for which no provision has been made in the punishment and Appeal Rules. In this context, a question has arisen whether the instructions dated 28th August, 1962 referred to above, subserve all such instructions on the subject. In this respect, I am to clarify that the instructions dated 28th August, 1962 are applicable only to representation and petitions by Government employees in respect of matters connected with their conditions of service such as posting and transfer, probation confirmation, seniority, fixation of pay, leave etc. for which no specific right of appeal/representation has been provided, in the relevant Service Rules/Government instructions. Therefore, these instructions do not supersede the instructions contained in Punjab Government Circular letter No. 9129-G-56/3967, dated the 17th September, 1956, No. 2334-ASI-60/15708, dated the 3rd May, 1960 and the instructions issued by the various Administrative Departments for inviting appeals of Government employees against the fixation of inter-se-seniority with effect from 1st November, 1956 as a result of integration of the Pepsu and the Punjab State Services.

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