

Copy of letter No. 4174-P-54/17154, dated the 28th July, 1954 from the Chief Secretary to Government, Punjab to all Heads of Departments etc.

Subject:—Instructions relating to interviews with Ministers.

I am directed to refer to the instructions contained in Punjab Government letter No. 6917-PG/7072, dated the 18th July, 1950, in which it was directed that subordinate officers, should refrain from approaching Ministers directly, or indirectly through M.L.As. or others in connection with personal grievances, and to say that Government have now reconsidered the whole question of the accessibility of Ministers to officers, and have decided that if a subordinate officer wishes to bring a grievance or any other matter to the notice of the Minister-in-charge, he may seek an interview with him by a written request, to be addressed through proper channel. Such an application must disclose the object of the interview, and the superior officer, while forwarding the application, may express his own view in the matter. Permission for interviews should normally be granted, but if in any case it is proposed to refuse a request for an interview, the Minister should invariably be informed, and the refusing authority should state the reasons for which the interview is being refused. It is hoped that this procedure will deter subordinate officers from resorting to the irregular practice of approaching Ministers directly, without the knowledge of their superior officers, or indirectly through M.L.As. and others. It is proposed that, in future, if any case comes to the notice of Government in which officers have acted contrary to these instructions suitable action will be taken against him. This may kindly be brought to the notice of all members of your staff.