

No. 60/4/87-S(1)

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments,
Commissioner, Ambala/Hisar Divisions.
All Deputy Commissioners and
All Sub Divisional Officers (C) in Haryana.
2. The Registrar, Punjab & Haryana High Court.

Dated Chandigarh, the 14th August, 1987.

Subject :—Confidential Reports—Consolidated instructions regarding.

Sir,

I am directed to refer to Composite Punjab Government Consolidated Circular letter No: 2334-ASI-60/15708, dated the 3rd May, 1960, as amended from time to time, on the subject noted above and to say that Government have decided to make the following further amendments in the instructions :—

1. The existing Paragraph 8 (i) may be substituted as under :—

- 8 (i) If an officer (a) relinquishes the charge of his post during a reporting year on account of his transfer or retirement or (b) one of his subordinates is transferred or retires during the reporting years, such officer may record remarks in the Confidential files of the Officer (s) subordinate to him in respect of the relevant period of the reporting year provided he has not recorded such remarks previously in respect of the same reporting year. Such remarks should be recorded by the retiring officer before date of his retirement. Likewise, the officer relinquishing the charge of his post on transfer should record his remarks at the time of relinquishment of the charge of previous post or within one month thereafter.

- (ii) The following is added as explanatory note (iii) below Paragraph 5:—

- (iii) A Minister shall not be treated as having demitted office if he continues to be a Minister in the Council of Ministers with a different portfolio or in the Council of Ministers immediately reconstituted after the previous Council of Ministers of which he was a Minister with the same or a different portfolio.

Yours faithfully,

Sd/-

Joint Secretary, General Administration,
for Chief Secretary to Government, Haryana.

A copy each is forwarded to :

1. All the Financial Commissioners, Haryana.

2. All the Administrative Secretaries to Government, Haryana for information and necessary action.

Sd/-

Joint Secretary, General Administration,
for Chief Secretary to Government, Haryana.

To

1. All the Financial Commissioners, Haryana.
2. All the Administrative Secretaries to Government, Haryana.

Duty/Secretaries/Private Secretaries to the Chief Minister/Ministers/State Ministers/Chief Parliamentary Secretary for the information of the Chief Minister/Ministers/State Ministers/Chief Parliamentary Secretary

Sd/-

Joint Secretary, General Administration,
for Chief Secretary to Government, Haryana.

To

The Principal Secretary/Deputy Principal Secretary/Officer on Special Duty/Secretaries/
Private Secretaries to the Chief Minister/Ministers/State Ministers/Chief Parliamentary Secretary.

U.O.No. 60/4/87-S(1),

Dated Chandigarh, the 14th August, 1987.