

Copy Office memo 51/2/67 Ests. (A), dated the 18th August, 1967 from the Under Secretary to the Government of India, Ministry of Home Affairs, New Delhi to all the Ministries/Departments etc. of the Government of India.

#### OFFICE MEMORANDUM

*Subject* :—Maintenance of confidential rolls.

The undersigned is directed to state that certain doubts have been raised as to the authority who should maintain the confidential rolls of the Central Government Officers who are deputed to other Departments/State Governments, or are on foreign service, and what should be the periodicity of the rendition of these reports.

It is hereby clarified that the parent department of the Government servant should maintain the character rolls of such officers and the periodicity of the rendition of confidential reports should conform to the periodicity adopted in his parent department. It will be the responsibility of the parent department to obtain the reports of their officers on deputation and maintain them.

In so far as the personnel serving in the Indian Audit and Accounts Department are concerned these instructions have been issued after consultation with the C. & A.G.

Copy to the letter No. 51/2/67-Ests. (1), dated the 18th August, 1967 from the Under Secretary to the Government of India, Ministry of Home Affairs, to the Chief Secretaries to all State Governments and Union Territories.

I am directed to enclose for the information and guidance of the State Government a copy of the Ministry of Home Affairs Office Memo. No. 51/2/67-Ests. (A), dated the 18th August, 1967.