

No. 3539-ASII -64/29158
From The Chief Secretary to Government, Punjab.
To All Heads of Departments, Commissioners of Divisions
 Deputy Commissioners and District and Sessions
 Judges in the Punjab and the Registrar, Punjab
 High Court, Chandigarh.

Dated Chandigarh, the 5-9-1964.

Subject :- Policy regarding Government servants seeking private employment in other Departments of Punjab Government or under other Governments.

Sir,

I am directed to invite reference to the Punjab Government letters noted in the margin on the subject noted above, (copies enclosed for ready reference) and to say that these *inter alia* provide that the applications of the officers/officials may be forwarded for employment in other Departments of the Punjab Government or under other Government if-

1. No. 5803-G-51/1-4506 dated the 3rd Sept. 1951.
2. No. 9868-G-54/8566, dated the 2nd March, 1954.
3. No. 8886-ASII-60/41451 the 22nd November, 1960.
4. No. 1493-ASII-61/9905, dated the 27th March, 1961.
5. No. 5917-ASII-61/31342 dated the 30th August, 1962.
6. No. 5301-ASII-62/22862, dated the 16th July, 1962.
1. the applicant fulfils the required qualifications; and
2. his services can be spared without detriment to work.

(2) It has however been observed that these instructions are not being followed in letter and spirit and certain Departments have laid down restrictions on the forwarding of applications such as-

- (i) a particular official must have put in a specific number of year's service; and
- (ii) specific number of applications of an official will be forwarded during a calendar year.

Government feel that such restrictions are not in accordance with the Government instructions regarding the forwarding of applications which are quite clear. In some cases the candidates suitability for the post can also be a deciding factor. Apart from the fulfilment of prescribed qualifications for the post applied for the deciding factor is to be whether the applicant can or cannot be spared without detriment to the work. If he cannot be spared there is no question of his application being forwarded even once within any given period. And if he can be spared, then it is matter of consequence whether his application is forwarded for one post or for a number of posts during a certain calendar year.

3. I am, therefore, to stress upon you that no restriction with regard to the number of applications to be forwarded for outside posts during a year etc. should be imposed and if a properly qualified official can be spared he should be given a chance. You are requested to review the instructions if any, issued by you and to ensure that the restrictions laid down therein are within the frame work of the Government instructions on the subject.

Yours faithfully,

Sd/-
J.C. KHANNA,
 Superintendent Administrative Services-II,
 for Chief Secretary to Government, Punjab.

No. 3539-AS II-64/29159 dated

Copy forwarded for information and necessary action to-

All Financial Commissioners Punjab and All Administrative Secretaries to Government Punjab.