

Copy of letter No. 28(12) EO/71, dated the 15th July, 1971 from the Establishment Officer to the Government of India, Cabinet Secretariat (Department of Personnel) Office of the Establishment Officer, New Delhi to All Ministries/Departments of Government of India.

#### OFFICE MEMORANDUM

**Subject : Release of Officers by Ministries for training.**

An instance has come to notice recently where an officer sponsored for training on the recommendation of the concerned Ministry was not released for the course after his final selection. It is obvious that in a case like this the training opportunities which are already scarce go unutilised. In addition, the training institution finds its arrangements dislocated and the administrative effort involved in going through the procedure of selection is totally wasted.

2. Inability to release an officer recommended earlier for a training course can be justified if the time-lag between the first proposal and actual start of training is inordinately long and if in the mean-while the situation has altered in such a way as to make the release of the officer prejudicial to public interest. But where such justification does not exist, it would appear that the proposal itself was not well considered.

3. In view of the position stated above, it may please be ensured that while sending proposals for nominating officers to training courses, the Ministries may consider as far as possible all aspects of the proposal and in the event of the selection of their nominee for training may not refuse to release him at the last moment.

Copy forwarded for information and necessary action to Chief Secretaries of all the States (by name).

#### HARYANA GOVERNMENT

No. 3305-Pol (3)-71/22355, dated Chandigarh, the 29th July, 1971.

A copy each is forwarded to :—

- (i) All Heads of Departments, the Commissioner Ambala Division and all Deputy Commissioners in Haryana.
- (ii) The Registrar, Punjab and Haryana High Court and all District and Sessions Judges in Haryana.
- (2) It is requested that the instructions contained in the Government of India's letter may please be noted for compliance in future.

Sd/—

Under Secretary Administration,  
for Chief Secretary to Government, Haryana.

A copy each is forwarded to the Financial Commissioner, Haryana, and all other Administrative Secretaries to Government: Haryana, for information and compliance of the instructions issued by the Government of India.

Sd/—

Under Secretary Administration,  
for Chief Secretary to Government, Haryana.

To

The Financial Commissioner Haryana and all other  
Administrative Secretaries to Government, Haryana.

U.O. No. 3305-Pol (3)-71, dated Chandigarh, the 29th July, 1971