

f Secretary

No. 40/9/2006-4Pol
HARYANA GOVERNMENT
CHIEF SECRETARY'S OFFICE
POLITICAL AND PARLIAMENTARY AFFAIRS DEPARTMENT

Dated Chandigarh the 15th July, 2013

To

1. All the Addl. Chief Secretaries to Government, Haryana;
2. All Principal Secretaries to Government, Haryana;
3. All Heads of Departments in Haryana;
4. Commissioner Ambala/Hisar/Gurgaon/Rohtak Divisions;
5. The Registrar, Punjab & Haryana High Court;
6. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana;
7. The Registrars of all Universities in Haryana.

Subject:- Action to be taken on the recommendations of Haryana Lokayukta Annual Report 2012-13 (i.e.1-4-2012 to 31-03-2013).

Sir,

I am directed to refer to this office letter of even numbers dated 4-7-2012 vide which you were requested to take necessary action on the points raised by the Lokayukta in his annual report for the year 2011-12. Now, the Lokayukta, Haryana in his annual report for the year 2012-13 makes recommendations on various issues on the basis of grievances received against public servants.

2. In the annual report for the financial year 2012-13 (i.e. 1-4-2012 to 31-03-2013), the following observations have been made and action is to be taken as mentioned below:-

S.No.	Observations of Lokayukta and Action to be taken by the authorities concerned
1.	The Section 17(2) of the Haryana Lokayukta Act, 2002 envisages that the competent authority is required to examine the reports and intimate this office within 3 months about the action taken on such reports. It has been observed that, in most of the complaints action taken reports are not being sent by the departments concerned i.e. within stipulated period as required under the Act, although even the Chief Secretary to Govt. Haryana issued circular dated 04.07.2012 to all the Heads of Departments, Divisional Commissioners, Deputy Commissioners and Registrars of all the Universities in Haryana for complying with the provisions of Section 17(2) of the Act. It is again requested that above schedule may be adhered to meticulously.
2.	<u>Transparent and Corruption free administration</u> Lokayukta had recommended for providing a transparent and corruption free administration to the public. The common man has been given the right to approach the Lokayukta by way of filing complaints and projecting grievances against denial of any right or mal-

	<p>administration or inaction on the part of any public servant. Recommendations are made to the Competent Authority for action against the public servant, if so warranted, from the facts and circumstances of the case. Section 16 of the Haryana Lokayukta Act, 2002, provides for punishment to a person who willfully or maliciously makes any false complaint under the Act. This is to ensure that no public servant is maligned or involved in a false complaint.</p> <p>It has further been recommended to lay emphasis for a long term plan to eradicate the corruption from the administration and public life. In this regard it is necessary to make drastic changes in the education system of school going children by including high moral-value-based syllabus (with a motto of character building). No doubt, this process would take a long time say a decade or so to achieve this noble and pious goal, but it would ultimately go a long way in eradication of the corruption and mal-practices/mal-governance, which are prevalent in day-to-day administration/public life.</p>
3	<p><u>Timely reporting of the Annual Confidential Reports</u></p> <p>In some cases it has come to notice of Lokayukta that the power to record the Annual Confidential Reports of their subordinates is misused by some public servants as a tool of harassment. In many cases the Annual Confidential Reports are not recorded in time which not only leads to a sword of uncertainty hanging on the head of such employees but sometimes also results in denial of promotion or a higher grade to them. It is, therefore, necessary that the persons responsible for submitting the Annual Confidential Reports of their subordinates should be held accountable for delaying any Annual Confidential Report without any plausible reasons.</p> <p>General Administration Department (General Services Branch-III) is requested to issue fresh guidelines in this regard and prescribe penalty against the officers who do not write the ACRs within stipulated period.</p>

3. I am further directed to request you that whenever a reference/observation is received from the Hon'ble Lokayukta for conducting enquiry or wherever necessary action is required to be taken on the same, action should be taken promptly as per Government instructions and acknowledge the same. If due to some administrative or unavoidable reasons, it is not possible to take action or to submit requisite information within the stipulated period, then the Hon'ble Lokayukta may be informed well in time.

4. These instructions may please be brought to the notice of all concerned officers/bodies/institutions under your administrative control for strict compliance.

Yours faithfully,


Under Secretary Political.