

From

The Chief Secretary to Government, Haryana.

To

1. All the Heads of Departments in Haryana.
2. The Registrar, Punjab and Haryana High Court.
3. The Commissioners Rohtak, Gurgaon, Hisar and Ambala Divisions and all the Deputy Commissioners in Haryana.
4. The Managing Directors of all Boards and Corporations in Haryana.
5. The Registrars, Maharishi Dayanand University, Rohtak, Kurukshetra University Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hisar and Guru Jambheshwar University, Hisar.

Dated, Chandigarh, the 26.10.2006

Subject: -Regarding procedure to be followed for imposition of minor penalty under the Haryana Civil Services (Punishment and Appeal) Rules, 1987.

Sir/Madam,

I am directed to refer to the subject cited above and to say that it has been observed that delinquent officials are charge-sheeted under rule 7 of the Haryana Civil Services (Punishment & Appeal) Rules, 1987, for minor acts of omission and commission leading to unnecessary delay in the disposal of inquiries after following the detailed procedure laid down in the Rules.

2. The above tendency on the part of the departments has been viewed seriously. It has been decided to emphasize that while deciding the issue of charge-sheeting a delinquent person, the competent authority with due application of mind should refrain from issuing a charge-sheet under rule 7 if he/she arrives at a conclusion that charges against the delinquent are not too serious to warrant a charge-sheet under this rule. In such a case/cases he/she may be issued a show cause notice under rule 8 of ibid rules which will not only save time but Government money also.

It is requested that these instructions may be brought to the notice of all concerned being followed strictly.

Yours faithfully,

Joint Secretary General Administration
for Chief Secretary to Government Haryana

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government Haryana for information and necessary action.

Joint Secretary General Administration,
for Chief Secretary to Government Haryana