

From

The Chief Secretary to Government, Haryana.

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
3. The Registrar, Punjab and Haryana High Court, Chandigarh.

Dated Chandigarh, the 2nd April, 1999

*Subject* :—Disciplinary action against Class-III and Class-IV employees by Heads of Departments.

Sir,

I am directed to state that Government has been considering the point whether it is obligatory for the Head of Department or other competent authority to seek prior permission of the Minister-in-charge of the Department before reinstating a class-III or class-IV employee who was placed under suspension at the orders of the Minister-in-charge for any act of commission or omission. After considering the matter Government are of the view that before ordering reinstatement of an employee placed under suspension on the orders of the Minister-in-charge, it is obligatory on the part of the competent authority to obtain prior approval of the Minister-in-charge. The same would hold for an officer/official placed under suspension under Chief Minister's orders. It would be obligatory for the Head of Department/Administrative Secretary concerned to obtain prior approval of C.M. before reinstating the concerned official.

Another point which Government has been examining is whether Minister-in-charge of the Department can recommend punishment to be awarded to Class-III or Class-IV employee in disciplinary cases to the Head of Department or any other authority specified in the relevant Service Rules. On this point Government is of the view that Minister-in-charge should refrain from recommending punishment to be awarded to Class-III or Class-IV employee by Head of Department or any other competent authority as such authority is required to apply his mind while awarding punishment to the delinquent official.

These instructions should be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Sd/--

(SUMITA SINGH)

Joint Secretary General Administration,  
for Chief Secretary to Government, Haryana.

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

Sd/--

Joint Secretary General Administration,  
for Chief Secretary to Government, Haryana.

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