

Date: 05.03.2020

CIRCULAR

**Subject: Representation from Government servants on service matters-regarding.**

Reference DOPTs O.M. No. 11013/08/2013-Estt.(A-III) dated 31.08.2015 on the above mentioned subject.

2. It has been observed that a number of serving officers/staff are representing their service matter issues to the Ministers, MPs, CEO (Prasar Bharti) and other higher authorities directly. In view of this, it is mentioned that:

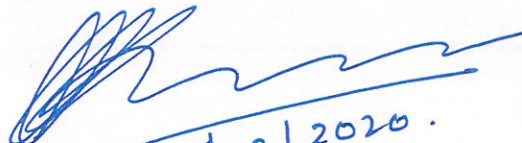
(i) As per DOPTs OM under reference "wherever, in any matter connected with his service rights or conditions, a Government servant wishes to press a claim or to seek redressal of a grievance, the proper course for him is to address his immediate official , or Head of his office, or such other authority at the appropriate level who is competent to deal with the matter in the organization".

(ii) Further, it has been stated in this OM that "Such submission of representations directly to other authorities by-passing the prescribed channel of communication, has to be viewed seriously and appropriate disciplinary action should be taken against those who violate these instructions. This can rightly be treated as an unbecoming conduct attracting the provisions of Rule 3(1) (iii) of the CCS (Conduct) Rules, 1964. It is clarified that this would include all forms of communication including through e-mails or public grievances portal etc".

(iii) Attention in this connection is also invited to the provision of Rule 20 of CCS (Conduct) Rules, 1964 which mandates that

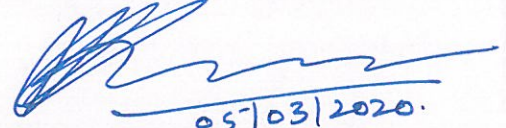
***"No Government Servant shall bring or attempt to bring any political or other outside influence to bear upon any superior authority to further his interest in respect of matters pertaining to his service under the Government."***

(iv) Representation by relatives of Government servant is also treated as outside influence as clarified vides MHA OM No. F. 25/21/63-Estt.(A) dated 19.09.1963. The only exception could be cases, in which due to death or disability, etc. of a Government Servant, it is impossible for the Government Servant himself to submit a representation.

  
05/03/2020.

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3. In view of the above, all Officers/staff are hereby directed and advised to abstain from **exerting outside influence/exercising VIP reference (s)/by-passing of proper channel of communication** by self or through a relative, so as to press a claim or seek redressal of a grievance or further one's service matters. Strict disciplinary action would be taken against the officers/officials, violate these instructions.
4. All the DDKs and other participating offices of this Directorate are requested to bring the above to the notice of all the Officers/Staff posted under their administrative control.
5. This issues with the approval of Competent Authority.



(Mukesh Kumar Garhwal)

Dy. Director General (Admn.)

Ph:23114526

To,

1. All Officers/Officials of Doordarshan.
2. PPS to CEO Prasar Bharati.
3. PPS to ADG, DDn
4. Concerned Zonal ADG
5. Head of Office/Head of Programme of all Kendra's/CPC/DCD/DD-News/ PPC Sectt.- with the request to circulate this to all concerned for strict compliance.
6. PS to Member (Pers), Prasar Bharti Sectt.
7. Dy. Director (Pers.), Prasar Bharti Sectt.
8. IT Cell to update on the website of DG:Doordarshan.