

No. 7/4/74-Ests(A)
Government of India/Bharat Sarkar
Cabinet Secretariat/Mantrinmandal Sachivalaya
Department of Personnel and Adm. Reforms
Karnik Aur Prashasnik Sudhar Vibhag.

New Delhi-110001, the 9 Aug., 1974.

OFFICE MEMORANDUM

Subject: ARC's recommendation No. 53(2) - Empowering Supervisory Officers located in offices away from headquarters to place subordinate officers under suspension - Instructions regarding.

The undersigned is directed to say that in its report on Personnel Administration, the Administrative Reforms Commission had recommended as under:-

"53(2) - All Supervisory Officers should be empowered to suspend a subordinate officer (in circumstances disclosing gross dereliction of duty, subject however to a review of the order of suspension, within a short time, by the next higher authority."

2. This recommendation has been accepted subject to the following modification:-

Only supervisory officers in offices located away from headquarters need be specially empowered to suspend a subordinate officer in cases involving gross dereliction of duties. In order to prevent abuse of this power the suspending authority should be required to report the facts of each case immediately to the next higher authority, and all such orders of suspension should become ab initio void unless confirmed by the reviewing authority within a period of one month from the date of orders.


3. As the Ministry of Finance, etc., are aware, under rule 10 of the Central Civil Service (Classification, Control and Appeal Rules, 1956, the following authorities are competent to place a Government servant under suspension:

- i) Appointing authority;
- ii) Any authority to which appointing authority is subordinate;
- iii) Disciplinary authority; and
- iv) Any other authority empowered in that behalf by the President by a general or special order.

...2/-

4. Supervisory Officers in field offices located outside the Headquarters may, wherever necessary, be empowered to place officers subordinate to them under suspension, subject to the conditions mentioned in para 2 above, by issuing special orders in the name of the President in pursuance of rule 10 of the CCS(CCA) Rules, 1965.

AUTHORISED FOR ISSUE


(E.S. DHILLON)
SECTION OFFICER.

Sd/-

(P.S. Venkateswaran)
Deputy Secretary to the Govt. of India.

To

All Ministries/Departments of the Govt. of India
etc. with usual number of spare copies

No. 7/4/74-Ests(A) dt. the 9 Aug., 1974.

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4. Director, Central Bureau of Investigation, New Delhi.
5. All Union Territory Administrations.
6. All Chief Vigilance Officers,
7. All Sections in Department of Personnel and Administrative Reforms.

Sd -

(P.S. Venkateswaran)
Under Secretary to the Govt. of India.