

M. MUKERJI
CHIEF SECRETARY
GOVERNMENT OF RAJASTHAN

CONFIDENTIAL

D.O. Letter No.F.14(46)Karmik/ACR/75

Jaipur Dated August 6, 1975.

Sub:- Screening of officers belonging to State Services etc. under Rule 244(2) of the R.S.R. Regarding.

My dear

May I invite your attention to Department of Personnel Circular No.F.24(55)Appts./A/57/P/Gr.I/CR, dated the 19th June, 72 and subsequent amendments made, vide Circular No.F.9(1)Appts./AI/57/Pt.II, dated 27th Feb., 74 and No.F.8(52)Karmik/ACR/72 Pt.II dated 21st Feb., 1975 on the above subject. I have also written to you as recently as the June 31, 1975 that the process of review and screening of Government Servants should be taken on hand immediately and efforts made to complete it by the 31st August, 1975.

The Government is very keen that inefficient and corrupt elements among its employees should be weeded out totally so that the administration should be clear and purposeful not only in the context of the present emergency but also in the interest of timely and effective implementation of its plans and programmes in the long run. It is in this context that the provisions of Rule 244(2) R.S.R. should be effectively made use of to compulsorily retire those Government servants who are inefficient or whose integrity is in doubt.

While the A.C.Rs. of the Government servants have been and may be the basis for determining their work for being continued in Government service after they have completed 25 years of qualifying service, it has been noticed that the A.C.Rs. do not always correctly reflect the performance, character and conduct of the Government servants reported upon. The very purpose of constituting Screening Committees comprising Senior Officers is that the personal knowledge of the members of the Committee should be given due weight and Screening should not be dependent merely upon the A.C.Rs. It is, therefore, felt that in addition to the A.C.Rs. the Screening Committees should have the benefit of a recent over-all assessment of the Government servants to be screened in respect of their efficiency and integrity. Such assessments in the form of special reports should be drawn up by the Administrative Secretary in respect of each and every Govt. servant of the State services due to be screened who is working under his administrative control and then cause the same to be placed before the Screening Committee concerned by the Secretary responsible for convening the concerned Screening Committee. For example, special reports on officers of R.A.S. & R.Ac.S. working in the Transport Department shall be drawn by Commissioner Home Affairs and sent to Special Secretary (Personnel) & Special Secretary (Finance) respectively. Such assessments may be made by the Administrative Secretary by taking into account :-

P.T.O.

- i) His personal knowledge of the Government servant concerned.
- ii) The views of the Head of the Department concerned.
- iii) Information gathered from any other source on the performance, conduct and character of Government servant concerned, e.g. A.C.D., C.I.D., predecessors-in-office etc..


It may be mentioned that the Government have an absolute right to compulsorily retire an officer from service after he has completed 25 years of qualifying service and at the cost of repetition it may be stated once again that the Government want to compulsorily retire such of those Government servants who have outlived their utility for continuance in Government service by virtue of their being inefficient and/or corrupt. It is, therefore, necessary that such elements should be identified and dealt with without any extraneous considerations coming in the way. The responsibility of the Administrative Secretaries in this view of the matter is very great and it should be discharged correctly and judiciously in the public interest. You may, therefore, draw up a report of assessment on each and every State Service Officer to be screened and make it available to the Screening Committees concerned for review.

As regards Government servants belonging to other than State services, the instructions contained in the above paragraph will apply mutatis mutandis. The assessment reports in their cases will be drawn up and placed before the Screening Committees by the Heads of the Departments concerned.

It has also been decided that the screening will not be limited only to those Government servants whose cases have not been reviewed so far but also to those whose cases had already been reviewed in the past but who were allowed to continue in Government service after they had put in more than 25 years of qualifying service.

I shall be grateful if immediate necessary action to implement these instructions is taken and efforts made to complete the work by the 31st Aug., 75.

Yours sincerely,


(Mohan Mukerji)

Shri _____

Secretary to Govt.

Jaipur.

Copy to all Heads of Departments including Collectors.


Deputy Secretary to Govt