

TAMIL NADU PUBLIC SERVICE COMMISSION

Office Order No. 142, dated 12.11.2020

Sub.: Disciplinary Cases referred by the Government
- Views of the Commission to be
Communicated to the Government - Procedure
to be followed - Regarding.

The following orders are issued regarding the procedure to be followed while communicating the views of the Commission on disciplinary cases to the Government.

- (1) The views of the Commission shall be communicated to the Government within thirty days from the date of receipt of the disciplinary case, except in the case of disciplinary cases pertaining to verge of retirement cases, conviction cases and those related to court cases, in which case, the file shall be submitted to the Commission then and there.
- (2) In order to facilitate communication of the Commission's opinion or the portion of the opinion relating to the case of a particular delinquent officer or officers, to the individual(s) concerned, in all cases including cases of acquittal, two spare copies of the letter containing the Commission's opinion or portion of the opinion, duly certified as '*True Copy*' by the Section Officer concerned, shall be sent to the Government, for enclosing with the Government order to be sent to the officer / officers concerned. The following entry shall be added after the entries relating to enclosure in the original letter to be sent to the Government:

"Two spare copies of the letter (with reference to Govt. U.O. Note. No. 7599 / 65-2, Public (Services A) Department, dated 25.3.1965)".
- (3) After communicating the views of the Commission to the Government, the files shall be kept live, in the Personal Register up to three months awaiting Government orders.
- (4) If Government orders have not been received within three months, the papers shall be recorded and necessary entries in the format as shown in the annexure, shall be made in the Government Orders Awaited Register.

- (5) On receipt of Government orders, the same shall be submitted to the Deputy Secretary concerned and added with the respective disposal. Entries in the Government Orders Awaited Register shall be closed and the same shall be counter signed by the Under Secretary.
- (6) In case the Government have deviated from the views of the Commission, necessary action shall be taken in order to include such cases in the Annual Report through the PD-ARO Section.
- (7) The Section Officer of the Disciplinary Cases Department (DCD)-A section shall furnish the following monthly report:

Sl. No.	Proposal Details Disciplinary Action/Appeal/ Review	Proposal received on	Date on which records sent back to Government for want of additional information	File submitted to the Secretary on	Time taken for sending back to the Government / Submission to Secretary
(1)	(2)	(3)	(4)	(5)	(6)

... Annexure

**K. NANTHAKUMAR, I.A.S.
Secretary**

Annexure

Sl. No.	Case No.	Name, Designation and Department	G.O. Received on	Action taken	Signature of Section Officer