

BY SPEED POST

FILE No. 5/11/2 013 - Welfare

Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
Office of Director (Canteens)

(3<sup>rd</sup> Floor), Lok Nayak Bhawan,  
Khan Market, New Delhi-110003  
Dated, 04<sup>th</sup> June, 2013

Office Memorandum

Subject:- Updating data on Central Government Employees Resident Welfare Associations functioning in Government Colonies/Private Colonies in Delhi/Outside Delhi and monitoring of elections for block year 2013-15.

A need has been felt to update the data on RWAs functioning in government Colonies in Delhi/ Outside Delhi. In order to enable DOPT to update the data following information may please be made available.

1. Name of the RWA
  - (a) Recognized by DOPT.
  - (b) Not recognized by DOPT
  - (c) Other [apart from (a) & (b) above]
2. Copy of Registration Certificate of having registered under Societies Registration Act, 1860.
3. Jurisdiction of Association i.e. area/block/types of Quarters etc. covered under specific RWA.
4. Copy of Memorandum of Associations.
5. Details of existing management committee.
6. Whether grants-in-aid received from DOPT.
  - (a) During 2011-2012
  - (b) During 2012-2013.
6. Status of membership:
  - (a) Number of allottees.
  - (b) Number of members of RWA.
  - (c) Any difficulty faced in seeking membership.
  - (d) Difficulty in enrolling membership.
7. Election status for the block year 2013-15.
  - (a) Election held/not held
  - (b) Result declared.
  - (c) DOPT's acceptance on election result received/not received.
  - (e) Reason for not holding election.

8. Details of court case if any filed in respect of RWAs.
9. Suggestions.
  - (a) Suggestions for improving functioning of RWAs.
  - (b) Suggestions for making election fair/transparent.
  - (c) Suggestions for modifying provisions of existing Model Constitution for RWAs so as to avoid bottlenecks in smooth functioning of RWAs and to enhance welfare activities by RWA.
10. Remark if any.

2. A copy of OM No.5/1/2011-Welfare dated 17.1.11, Which brings out that RWAs in Government Colonies should necessarily fall under ambit of supervision of DOPT is also enclosed for information.

3. The requisite information may please be furnished as early as possible positively by 20<sup>th</sup> June 2013.

**P. Tyagi**

(Pratima Tyagi)

Director (Canteens)

Tele. No. 24624722

Email: pratimatyagi15@gmail.com

All AWOs.

All RWAs.

Copy to NIC for uploading the documents

No.5/1/2011-Welfare  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

New Delhi, dated : 17<sup>th</sup> January, 2011

Office Memorandum

Subject : Defunct/unrecognized Central Government Employees Resident Welfare Associations in Government colonies and holding elective office – regarding.

The undersigned is directed to say that instructions regarding holding elective office in Resident Welfare Associations were brought to the notice of the Ministries/Departments vide O.M. No.5/43/2001-Welfare dated 30<sup>th</sup> May, 2006 (copy enclosed). A number of complaints have been received in the Department regarding mismanagement/functioning of illegal/unauthorized Central Government Employees Resident Welfare Associations particularly in Government residential colonies. It has been decided that any Resident Welfare Association in Government colony should necessarily be under the ambit of supervision of the Department of Personnel and Training as a welfare measure for the Government employees and their dependents, whether or not such Association seeks/receives grant-in-aid from the Department.

2. Rule 15(2) of the CCS (Conduct) Rules provides that a Government servant may without previous sanction of the Government take part in the registration, promotion or management of a literary, scientific or charitable society or of a club or similar organization but not hold an elective office. Any official seeking elective post in the Resident Welfare Association is, therefore, required to seek prior permission of the Government.

3. All Ministries/Departments are requested that :

(i) the above provisions of CCS(Conduct) Rules may be brought to the notice of all Government employees working with them/in attached, subordinate offices etc. under their administrative control. Further, permission for holding elective office in Central Government Employees Resident Welfare Associations recognized by this Department may be granted by the Ministry/Department concerned in terms of CCS(Conduct) Rules subject to exigencies of work etc. A list of Resident Welfare Associations recognized by the Department is available on the website and in case of doubt, this Department may be consulted whether or not a particular Resident Welfare Association is recognized by the Department. Failure on the part of a Government servant to obtain prior permission for holding elective office in

Resident Welfare Association needs to be viewed seriously and necessary action may be taken under the CCS (Conduct) Rules by the Ministry/Department concerned.

- (ii) the details in respect of Government servants under the administrative control of the Ministry/Department who are holding elective office in a Resident Welfare Association in a Government colony, which is defunct/not recognized by the Department of Personnel and Training may be sent to this Department within a period of one month.
- (iii) The concerned Government servants may be advised to approach and get such Resident Welfare Association in a Government colony recognized by the Department of Personnel and Training in terms of letter No.6/14/93-Welfare dated 13.5.1997 (copy enclosed) within a period of three months failing which firm action needs to be taken under the CCS (Conduct) Rules.



(B.K.Chugh)  
Director(Welfare)  
Tele No. 24624722

To  
All Ministries/Departments -  
Joint Secretary (Admn.).

Copy to : 1. Area Welfare Officers as per list. It is requested that contents of this O.M may be brought to the notice of defunct/unrecognized Resident Welfare Associations in the Government colonies.

2. Central Government Employees Resident Welfare Associations as per list.

File No. S/43/01-wed. vol-112

3<sup>rd</sup> floor, Lok Nayak Bhawan,  
Khan Market, New Delhi - 110 003  
Dated May 30, 2006

OFFICE MEMORANDUM

Sub:- Holding elective office in Residents' Welfare Association

Under the scheme for Central Govt. Residents' Welfare Associations, such of the Residents' Welfare Associations as are registered under the Societies' Registration Act, 1860 and have adopted the model constitution prescribed by the DOPT are recognized by the DOPT for grant of financial assistance/guidance. The office of the Chief Welfare Officer interacts with such associations through the Area Welfare Officers (AWO). Detailed guidelines have been provided by the DOPT in the model constitution regarding Objectives and Functioning of the RWAs and procedure for holding elections etc.

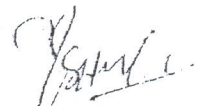
2. Of late, a disturbing trend has emerged that many RWAs are functioning in Govt. colonies without recognition of the DOPT. There have been frequent violations of the model guidelines. Consequently, the AWOs have reported irregularities in election procedures leading to de-recognition of the associations. It is open to such associations to take remedial measures and approach the DOPT for fresh recognition. However, many RWAs prefer to continue without recognition presumably because it suits their purpose. The DOPT does not interact with such RWAs.

3. Rule 15 (2) of the CCS (Conduct) Rules provides that a Govt. servant may, without previous sanction of the Govt., take part in the registration, promotion or management of a literary, scientific or charitable society or of a club or similar organization but not hold an elective office. Any official seeking elective post in the RWAs, is, therefore, required to seek prior permission of the Govt. It is not known whether the provision of the Conduct Rules are being strictly followed in the Ministries/Departments.

4. The above provisions of the CCS (Conduct) Rules assume importance in the backdrop of the recent trend as mentioned above. Refusal of recognition/de-recognition is a consequence of deviation from Govt. guidelines in matters of functioning or holding of elections. It is not desirable that a Govt. servant associates in the management of Organisations in Govt. colonies, which have been found to violate Govt. guidelines in the matter. Complaints relating to irregularities and allegation of mis-behavior are frequently received in the DOPT from residents in Govt. colonies against the office-bearers of such

Welfare Associations. However, since the DOPT does not interact with un-recognised associations, effective intervention is not possible.

5. Viewed in the above backdrop, the provisions of Rule 15 (2) of the CCS (Conduct) Rules are once again re-iterated. All Ministries/Departments may please bring the above provisions of CCS (Conduct) Rules to the notice of all Govt. employees working with them. Permission for holding elective office in recognized welfare associations may be granted subject of course to the exigencies of Govt. work. Utmost care is, however, necessary in granting permission to officers for holding elective office in Residents' Welfare Associations which are not recognized by the DOPT. The office of the CWO may be consulted in case of a doubt whether the RWA is recognized or not. Failure on the part of a Govt. servant to obtain prior permission for holding elective office in any association, recognized or un-recognised, would attract action under the provision of CCS (Conduct) Rules.



(M.S. Nagra)  
Under Secretary (Welfare)  
Tele. No. 24646961

To  
All Ministries/Departments

Copy to:-

1. Area Welfare Officers
2. Residents' Welfare Associations

MOST IMMEDIATE

No. 6/14/93-Welfare  
Government of India  
Ministry of Personnel, Public Grievances  
and Pension  
Department of Personnel and Training

To

Room No. 361,  
Lok Nayak Bhavan, New Delhi

All newly formed/  
defunct RWAS  
(As per list)

Dated the 13th May, 1997

Subject - Recognition of newly formed and revival of  
recognition of defunct Associations - Reg.

Sir,

I am directed to say that as per decision taken earlier, no newly formed or defunct RWAS were being accorded recognition. On a review of this policy, it has now been decided to accord recognition to newly formed Association and also to revive the recognition of those Association who had become defunct due to various reasons, including non-receipt of grant-in-aid from this Deptt.

In view of the above decision, all such Associations of Central Government Employees as are interested for recognition of their Association by this Department may make a formal request in this regard alongwith the following documents and the recommendation of the Area Welfare Officer concerned:-

1. List of members enrolled as on 31.3. (There should be a minimum of 200 members in the Association)
2. A copy of the registration (of Association) certificates.
3. A list of present Managing Committee.
4. A certificate regarding adoption of the Model Constitution of the Residents Welfare Association as framed by this Deptt. duly approved by the General Body of Association.
5. A certificate stating there-in that the members enrolled in the Association are not members of any other Association functioning in the same area/locality.

Yours faithfully,

(J.S. Bhatia)

Under Secretary to the Govt. of India.