

CONFIDENTIAL

No. 21011/2/78-Estt(A).
Government of India
Department of Personnel & A.R.
(Ministry of Home Affairs)

New Delhi, the 1st August, '78

OFFICE MEMORANDUM

Subject: Confidential Reports - Writing of by officers
under suspension. -----

The undersigned is directed to say that a question has been raised whether an officer who is under suspension can write/review Confidential Reports on his subordinates. The matter has been carefully considered in this Department and it has been decided that if the reporting/reviewing officer is under suspension when the Confidential Report has become due to be written/reviewed, it may be got written/reviewed by the officer concerned within two months from the date of his having been placed under suspension or within one month from the date on which the report was due, whichever is later. An officer under suspension shall not be asked to write/review Confidential Reports after the time limit specified above.

Ministry of Finance etc. are requested to bring the above decision to the notice of all authorities concerned.


(R.C. GUPTA)

Deputy Secretary to the Govt. of India.

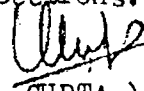
To

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

No. 21011/2/78-Estt(A). Dated, the August, '78.

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(R.C. GUPTA)

Deputy Secretary to the Govt. of India.