

No.25/17/71-Ests(A)  
Government of India  
Cabinet Secretariat  
Department of Personnel

New Delhi-1, the 26<sup>th</sup> August, 1971  
4 DEADRA, 1893

OFFICE MEMORANDUM

Subject:- Display of posters and other notices by Government servants/Unions/Associations on the walls, etc. of Government offices and buildings-

Of late, growing tendency has been noticed among Government servants, acting individually or through their unions/associations, of affixing posters and other notices on the walls, doors, etc. of Government offices and buildings.

2. In this connection attention is invited to the Department of Labour and Employment Office Memorandum No.18/21/60-LR I dated the 9th May, 1961 (extract enclosed), which prescribes the nature of posters that can be displayed by the recognised associations/trade unions on notice boards in the office premises with the permission of the competent authority at the places specified for this purpose. The facility so provided to recognised associations/unions does not confer on individual Government servants or their associations/unions any right to display posters or other notices on the walls, doors, etc. of the office premises.

3. The Ministry of Finance, etc. are requested to enlist the cooperation of their employees and the recognised staff associations/unions in the matter for ensuring maintenance of neat and tidy appearance of the office buildings and premises. Government servants who affix or display posters/notices or are responsible for the display of such notices in violation of these instructions, would be rendering themselves liable to appropriate action.

AUTHORISED FOR ISSUE

*H.S. Dhillon*  
( H.S. DHILLON )  
SECTION OFFICER

To

All Ministries/Department of the Government of India etc. including Union Public Service Commission/Election Commission/Posts & Telegraphs Board/C.V.C/Comptroller & Auditor General with usual No. of spare copies.

Copy to:- All P.As and Sections of the Department of Personnel./All Attached & Subordinate Offices of the Department of Personnel, with usual No. of spare copies.

Sd/-

( S. Krishnan )

Deputy Secretary to the Government of India

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EXTRACT OF THE OFFICE MEMORANDUM NO. 18/21/60-LRI

DATED THE 9TH MAY, 1961 from the Ministry of Labour and Employment, New Delhi to All Ministries etc.

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(b) Display of notices by the recognised trade Unions/associations in the office premises.

The facility for display of notices of a non-controversial nature in office premises had been granted to recognised associations/trade unions by some of the Ministries and Departments, in some cases subject to prior approval of notices other than those of specified types. It has been decided that in other Departments/Establishments where such facilities have not been granted hitherto, the Associations/unions may be allowed to display notices relating to the following matters:-

- (i) The date, time, place and purpose of a meeting.
- (ii) Statements of accounts of income and expenditure of the Unions/Associations.
- (iii) Announcements regarding holding of elections excluding canvassing therefor and result thereof,
- (iv) Reminders to the membership of the associations/Unions in a general way about the dues outstanding against them.
- (v) Announcements relating to matter of general interest to the members of Association/Union provided:
  - (a) they are not in the nature of criticism;
  - (b) they are not subversive of discipline;
  - (c) they do not contain objectionable or offensive language; and
  - (d) they do not contain attacks on individuals directly or indirectly.

Associations/Unions who display notices in contravention of the aforesaid provisions will be liable to be debarred from availing of this privilege without prejudice to any other action that may be taken under the rules.

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