Copy of:-

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Public Services – Disciplinary Cases – Completion of inquiries – To adhere to the time schedule – Instructions – Reiterated.

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GENERAL ADMINISTRATION (SERVICES - C) DEPARTMENT

G.O.Ms.No. 679

Dated: 01-11-2008
Read the following :-

1) Circular Memo. No. 35676/Ser-C/98, G.A. (Ser.C) Dept. Dated 1-7-1998.
2) Memo No. 51883/Ser-C/2002-2 G.A.(Ser.C) Department, dated 19-4-2002.
3) Circular Memo No. 36500/Ser.C/05, G.A. (Ser.C) Department, Dt.19-4-2006.

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ORDER :-

On allegations made against the Government employees disciplinary cases are initiated in accordance with the rules in force, and wherever necessary inquiring authorities are appointed to inquire into the articles of charges against such employees. Instructions were issued for expeditious completion of the inquiries and a normal time of 3 months and 6 months is allowed in simple and complicated cases, respectively. Where the inquiries are not completed as per the allowed time, the Secretary to Government of the administrative Department concerned at Government level shall review all the disciplinary cases against employees in respect of Head of the Departments under his control and also at the field level and shall submit a note to the Chief Secretary to Government duly recording the reasons for non-completion of the inquiries and to circulate the same to the Hon'ble Chief Minister. It is also the responsibility of the Inquiring Authority to complete the inquiry within the allowed time, otherwise, such inquiring authority shall be held responsible for the delay, which deserves penal action.

2. Several representations have been received from employees associations that there are abnormal delays in completion of inquiries and this is causing lot of frustration among the employees. Government have reviewed the issue and decided to issue further instructions in the matter.

3. Government direct that the disciplinary cases initiated against the Government employees shall be completed as expeditiously as possible and the existing instructions read above shall be adhered to. The Departments of Secretariat shall review the status position of the pending disciplinary cases against all the employees with which they are concerned and submit a note to the Chief Secretary to Government as per the instructions in force. It is also the responsibility of the inquiring authorities to complete the inquiry as per the allowed time. The Competent Authority, after receipt of the inquiry report shall conclude the disciplinary proceedings within 6 months of its initiation and in case of abnormal delay in conducting the disciplinary proceedings, action shall be initiated against the concerned inquiring authority.

4. All the Departments of Secretariat, Heads of Departments, and District Collectors should follow the above instructions scrupulously and bring it to the notice of all the concerned for strict implementation of the above orders.

(By order and in the name of the Governor of Andhra Pradesh)

P. RAMAKANTH REDDY
CHIEF SECSRETARY TO GOVERNMENT

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(Contd.Pg.2.)