

केन्द्रीय विद्युत अनुसंधान संस्थान

प्रशासन अनुभाग- I

सीपीआरआई/प्रशा/3(6)/2021

दिनांक/Date: 30<sup>th</sup> December 2021

CPRI/Adm/3(6)/2021

**परिपत्र/ CIRCULAR**

The instructions issued by DoP&T vide OM F.No.11013/08/2013 dated 06.06.2013 and 31.08.2015 on submission of representation by Government servants about their service matters were circulated vide CPRI circular No. CPRI/Admn.I/Disc./2015-16 dated 08.09.2015 and No. CPRI/Adm-I/6(2)/2017-18 dated 27.09.2017, for guidance and strict compliance by all the employees of the Institute.

It is once again reiterated that submissions of representations by the officials of CPRI to press a claim or wish to seek redressal of a grievance in matter connected with their service, rights or conditions, should be addressed to the authority at the appropriate level who is competent to deal with the matter in the organization through the prescribed channel of communication.

Submissions of representations to other authorities by-passing the prescribed channel of communication or bringing outside influence (including representation by relatives of officials of CPRI), in respect of matters pertaining to their service matter will be viewed seriously and disciplinary action will be initiated against those who violate the instructions laid down in the said Office Memorandum/Circulars under provisions of Rule 3 (1) (ii) of CCS (Conduct) Rules, 1964.

As per Rule 20 of CCS (Conduct) Rules, Government servants are prohibited from bringing outside influence in respect of matters pertaining to their service matters, the extract of the Rule 20 is as follows.

“No Government servant shall bring or attempt to bring any political or other outside influence to bear upon any superior authority to further his interests in respect of matters pertaining to his service under the Government”.

The Competent Authority has taken a serious view in the matter. It is informed that all such acts will invite appropriate action including disciplinary action, as per extant rules in all such cases.

This issues with the approval of the Director General.



(बी श्रीधर) / (B Sridhar)

मुख्य प्रशासनिक अधिकारी/ Chief Administrative Officer

- To:**
- 01 All Group Heads/Unit Heads/Divisional Heads- *for circulation*
  - 02 Web Information Manager- for uploading the said Circular & OMs on the website of CPRI
  - 03 Private Secretary to Director General