

**THROUGH FAX & E-MAIL**  
**SPEED POST**

No. 14015/44/2013-AIS-I  
Government of India  
Ministry of Personnel, Public Grievance & Pensions  
Department of Personnel & Training

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New Delhi dated the 11<sup>th</sup> September 2013

To

The Chief Secretaries of all the State Governments  
(As per list enclosed)

Sub: Annual Conference proposed to be held on 27<sup>th</sup> September 2013 of Principal Secretaries of  
GADs/ Personnel Department of States/ Cadres.

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Sir/Madam,

I am directed to refer to this Department's letter of even number dated 6<sup>th</sup> August 2013 on the subject cited above and to enclose herewith the Agenda Items along with briefs (with the copy sent through e-mail) proposed to be discussed in the said meeting.

2. The meeting is scheduled on 27<sup>th</sup> September, 2013 at 10.00 A.M. in Civil Services Officers Institute Auditorium on Vinay Marg, Chanakyapuri, New Delhi. The Meeting will be taken by Secretary, DoP&T and inaugurated by the Hon'ble MoS(PP). You are requested to make arrangements to depute the Principal Secretary (GAD)/ Secretary (Personnel) of your state to attend the meeting and confirm their participation to Sh. P.K. Das, Joint Secretary, DoP&T at Tel. No. 011-23094398 latest by 17<sup>th</sup> September, 2013.

3. The details of Agenda Items along with briefs are also available at the following link:-

What is new? at <http://persmin.gov.in/dopt.asp>

4. The Agenda Items requested through this Department's letter dated 6.8.2013 as referred above are still awaited from most of the State Governments. The State Governments are again requested to send the same, if any.

Encl. As above.

Yours faithfully,

  
(Narendra Gautam)

Under Secretary to the Govt. of India

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**Copy to:**

1. The Home Secretary, Ministry of Home Affairs, North Block, New Delhi.
2. The Secretary, Ministry of Environment & Forest, Paryavaran Bhawan, CGO Complex, New Delhi.
3. The Director, CBI, North Block, New Delhi.
4. The Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi.
5. The Chairman, Staff Selection Commission, CGO Complex, Lodhi Road, New Delhi.



(Narendra Gautam)

Under Secretary to the Govt. of India

**Copy also to:**

1. EO &AS
2. FA & Special Secretary
3. J.S. (AT&A)
4. J.S. (Vigilance)
5. J.S. (Training)
6. J.S. (E)
7. Director (Services)
8. Director (RTI)
9. Director (V-II)
10. Director (Admn.)
11. Director (Training)
12. Director (AIS)
13. D.S. (V-III)

**Copy for information to:**

1. P.S. to MoS(PP)
2. Sr. PPS to Secretary (P)
3. PPS to A.S. (S&V).

**AGENDA ITEMS FOR PRINCIPAL SECRETARIES (GAD)**  
**MEETING ON 27<sup>TH</sup> SEPTEMBER, 2013**

<b>S.No.</b>	<b>Item</b>	<b>Concerned Division</b>
1.	The shortage of practitioner faculty in the Lai Bahadur Shastri National Academy of Administration, Mussoorie	<b>Training</b>
2.	Mid-Career Interaction between the Armed Forces and Civil Services Officers – Nomination of adequate number of officers by the State Govts./UT Govts.	Training
3.	Implementation of National Training Policy – Preparation of Model State Training Policy	Training
4.	Stability of Tenure for AIS officers posted with State Government:	<b>Services</b>
5.	Cadre Review	Services
6.	Unauthorized absence of officers from cadres:	Services
7.	Life Insurance Cover for AIS Officers serving in NE	Services
8.	Official dealings between the Administration and Members of Parliament and State Legislatures - Observance of proper procedure.	Services
9.	Determination of vacancies to be filled up in the promotion quota of IAS through Appointment by Promotion/ Selection of SCS/ Non-SCS officers	<b>All India Services (AIS)</b>
10.	Submission of the requisition by the State Governments to the Department of Personnel and Training regarding number of vacancies to be filled up in the DR quota of IAS from a particular Civil Services Examination	All India Services (AIS)
11.	Overstayal of All India Service officers on Inter Cadre Deputation beyond approved period	All India Services (AIS)
12.	Issue of delay in fixation of seniority /year of allotment of promotee IAS officers	All India Services (AIS)
13.	Pending applications for Inter Cadre Deputation /change of cadre of IAS officers for want of comments/concurrence from the State Governments.	All India Services (AIS)
14.	Privilege Notices against IAS officers	<b>Vigilance (AVD-I)</b>
15.	Furnishing of Quarterly report on Vigilance matters/disciplinary cases”	Vigilance (AVD-I)
16.	Cases for grant of Prosecution Sanction against IAS officers	Vigilance (AVD-I)
17.	Pending complaints against IAS officers – comments from State Govts.	Vigilance (AVD-I)
18.	Setting up of additional Special CBI Courts	<b>Vigilance (AVD-II)</b>

## ***Agenda No.1***

### **The shortage of practitioner faculty in the Lai Bahadur Shastri National Academy of Administration, Mussoorie**

In recent years activities of the Lai Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie have increased manifold with introduction of Mid-Career Training Programmes (MCTP) for IAS officers in LBSNAA but the faculty and staff position have not kept pace with these additional responsibilities. This critically impacts delivery of induction as well as professional courses there. At present three posts of Deputy Director (Sr.), three posts of Deputy Director and one post of Deputy Director (Jr.) out of 15 posts of Deputy Directors under Central Staffing Scheme are vacant. These positions typically require IAS officers of the level of Deputy Secretaries/ Directors, who have first-hand experience of functioning in the District Administration, Zilla Parishads, etc.

Therefore, as a remedial measure, the State Governments should identify and nominate willing and suitable IAS officers working in the State Governments for posting as faculty members in the Academy.

## ***Agenda No.2***

### **Mid-Career Interaction between the Armed Forces and Civil Services Officers – Nomination of adequate number of officers by the State Govts./UT Govts.**

For the last many years, Mid-Career Interactions between the Armed Forces and Civil Services Officers are organized both by DoP&T and Ministry of Defence. This concept is an outcome of the discussion held between the Cabinet Secretary and the Chairman, Chief of the Staff Committee (COSC). It emerged during the discussion that to increase exposure of IAS/IPS officers to the military, mid-career interactions be organized between Armed Forces and Civil Services to meet unforeseen situations at short notice. It was thought that such interactions will benefit both the Armed Forces and Civil Services officers by mutual learning from each other's strength. Also, such Interaction will give them an opportunity to imbibe the best points of each other's work culture, ethos and customs which in the long run, will help them to combat future challenges to national security in a better manner.

In this connection, calendar for Mid- Career interaction between the Armed Forces and Civil Services Officers for 2013-14, prepared in consultation with Ministry of Defence, is enclosed at **ANNEXURE-I**.

Since, these interactions have been very carefully planned with the active involvement of various organizations, the event can be successful only if suitable and adequate number of officers is deputed by the State/UT Govts for the programmes. As per the requirement of the programme, at least 3 officers, one each

from IAS, IPS and IFoS (DM/ADM: SSP/SP/Addl. SP and DFO level) are required to be deputed for this programme. In case, officers from the All India Services are not available, State/UT Govts have the option to depute officers belonging to the State Civil Services (SCS) for this programme. In this connection, it is mentioned that during the last financial year, two programmes were cancelled by Ministry of Defence due to inadequate nominations from civil side.

Keeping in view the experience of getting less nominations from Civil side for this programme and the tendency of States/UTs to send the nominations at the eleventh hour, with little time for the organizers to make proper arrangements of stay, protocol etc, it is proposed that all State /UT Administrations may be requested to send their nominations for this programme at least 25 to 30 days in advance to the host institutions. State /UT Govt. should devise some coordinating mechanism so that nominations from all the three All India Services and their counterpart State Civil services in any specific State/UT, is coordinated by one nodal officer specially nominated for this purpose, and it will be the responsibility of that officer to coordinate/liaison with the stakeholder departments to get nominations for the event in the desired numbers and in the stipulated time frame.

### ***Agenda No.3***

#### **Implementation of National Training Policy – Preparation of Model State Training Policy**

A Committee was constituted under the chairmanship of Joint Secretary (Training) for the purpose of preparing a model State Training Policy; the draft policy prepared in this regard was circulated to the member of the committee seeking comments on the draft.

In response, comments from all the state members have been received except Sri Krishna Institute of Public Administration, Ranchi, Bihar Institute of Public Administration and Rural Development, Patna and Meghalaya Administrative Training Institute, Shillong. No reply has been received from these institutes in spite of reminders sent to them. Keeping in view the importance of finalization of model state training policy after taking into account the suggestions made by the member states, it is proposed that the above member states may be impressed in the scheduled conference of state Principal Secretaries, to furnish their comments.

### ***Agenda No.4***

#### **Stability of Tenure for AIS officers posted with State Government:**

The stability of the All India service Officers, especially in the States, has been a subject of concern for a long time now. Frequent and arbitrary transfers of officers before completing a reasonable tenure on any post have always been considered as a major reason for the declining standards of administration.

With a view to bringing in a degree of stability and transparency in the matter of appointment and transfer, rule 7 of the All India Service (Cadre) Rules, 1954 was amended by Notification dated 24<sup>th</sup> August, 2006 to provide that Central Government, in consultation with the State Government or State Governments concerned, may determine the tenure of all or any of the cadre posts for the state and a cadre officer, appointed to any post for which the tenure has so determined, shall hold the minimum tenure as prescribed except in the event of promotion, retirement, deputation outside the state or training exceeding two months. Transfer before the minimum prescribed tenure may be done only on the recommendation of **Committee on Minimum Tenure** as specified in the schedule annexed to the rule.

The Committee on Minimum Tenure constituted by the State Government shall consist of:—

- i. Chief Secretary – Chairman;
- ii. Senior most Additional Chief Secretary or Chairman, Board of Revenue or Financial Commissioner or an officer of equivalent rank and status - Member;
- iii. Principal Secretary or Secretary, Department of Personnel in the State Government - Member Secretary.

In States where the Civil Services Board has been constituted, the State Government may entrust the work of the Committee to the Board.

After several rounds of discussions with the State Governments, notifications were issued in spells to this effect for 13 States/ Joint Cadres namely Jammu & Kashmir, Karnataka, Himachal Pradesh, Andhra Pradesh, AGMUT, Nagaland, Jharkhand, Sikkim, Orissa, Haryana, Chhattisgarh, Uttaranchal and Manipur-Tripura.

The State Government of Maharashtra has already passed a law **‘Maharashtra Government Servants regulation of Transfers and Prevention of Delay in Discharge of Official duties Act, 2005’** which provides 3 years’ minimum tenure to all Group ‘A’ officers including All India Service Officers.

In the Chief Secretaries meeting held in the year July, 2008, it was decided that the States which have not agreed to the issue of notifications for fixing of tenures of the cadre posts of IAS officers, should consider the issue again in light of the fact that the notifications had already been issued for 13 cadres. It is also clear that premature transfers can also be made under the rules considering the exigencies of the situation only on the recommendations of the Committee on Minimum Tenures.

A meeting was conducted by the Principal Secretary to the Prime Minister in September, 2008, wherein, it was decided to have a monitoring system as to what perceptible changes have been made by passing the tenure rule. In the year 2009, steps have been taken to monitor the stability of tenure in 13 States where it has been implemented. The task was given to the Dept. of Administrative Reforms & Public Grievances which conducted the study through the Centre for Good governance, Hyderabad. A draft report was submitted by the CGG in Sept. 2010, which is summarized below:

- Among the thirteen states (21 States where all the States and UTs of AGMUT are included) that adopted the policy of assured minimum tenure, there is varying degree of implementation of the minimum tenure.
- In general the smaller states among the thirteen (21 with AGMUT states) have better average tenure. The only exception to this norm is Andhra Pradesh, which despite being a bigger state has 1.9 years of average tenure.
- Among the thirteen states, eight states viz. AGMUT, Manipur-Tripura, Jammu & Kashmir, Sikkim, Uttarakhand, Andhra Pradesh, Nagaland and Orissa approximately meet the minimum tenure requirement.
- Karnataka, Chhattisgarh and Haryana score a minimum tenure of 1.1 year. Himachal Pradesh and Jharkhand at 0.9 year average tenure are at the bottom of the list.
- Based on general grouping of the Senior Duty Posts into three categories on stability of tenure AGMUT, Manipur-Tripura and J & K top the list. Jharkhand, Himachal Pradesh and Haryana are at the bottom when comparative group analysis of the Senior Duty Posts is done.

The remaining 11 States have been requested to give their consent for making provisions for providing minimum tenure in their States. In the meeting of Principal Secretaries of States held in November, 2011, the Secretary (P) stressed upon the State Governments that they should adopt the minimum tenure rule in the States as a fixed and stable tenure would lead to improvement in the service quality and condition and standards of administration. In this regard, D.O. letters have also been issued in January, 2012 requesting the concerned States to give their consent for providing two year's minimum tenure to all the cadre posts of IAS (except the post of Chief Secretary). In response, the State Government of Uttar Pradesh, Meghalaya, Gujarat and Punjab have reiterated their stand for not adopting the tenure Rule. The State Government of Bihar has stated that it requires the information about the policy of the Central Government relating to the tenure of officers and about their fixed minimum tenure. A reply in this regard was furnished in May, 2012 and consent of the State Government of Bihar is awaited. As regards the States where minimum tenure is already notified, the State Governments have been requested to provide their comments on the Report of the CGG.

While the implementation of tenure rule in 13 States/Joint Cadres is a matter of discussion, the issuance of tenure notifications for the remaining States also needs to be discussed in the meeting.

- i) As far as the States are concerned where tenure rule has been notified, they are requested to give their comments on the implementation of the tenure Rule and also apprise this Department about the functioning of the Committee on Minimum Tenure in their respective States.
- ii) In order to ensure a degree of stability and transparency in the matter of appointment and transfers, it is once again requested that the State Governments concerned where the stability of tenure Rule have not been

- implemented, give their consent for implementation of minimum tenure in their States.
- iii) The Ministry of Home Affairs and the Ministry of Environment & Forests are also requested to apprise this Department with reference to implementation of tenure Rule for the IPS and IFS cadres respectively.
  - iv) Strategy for effective implementation of stable tenure policy may also be discussed.

## ***Agenda No.5***

### **Cadre Review**

The Central Government has been given the primary responsibility of reviewing the strength and composition of each cadre ordinarily at the interval of every 5 years in consultation with the concerned State Government and to make such alterations therein as deemed fit. It may be stated here that the Department of Personnel & Training being the Cadre Controlling Authority for the Indian Administrative Service is levied with the responsibility of processing the cadre review proposals and submit the recommendations to the Cadre Review Committee Members. In this connection, to ease the burden and responsibility to avoid delayed cadre reviews and litigations, the following points are to be considered and taken care of at the time of submission of cadre review proposal to this Department by the State Government concerned:

- The State Governments should ensure that the cadre review proposals should reach this Department at least six months in advance before the scheduled review actually due for.
- It may be ensured that functional justifications are given for such encadrement / decadrement of cadre posts as proposed by the State Government.
- It may be ensured that details of utilization of cadre posts, CDR, SDR, temporary & ex-cadre posts and posts kept in abeyance, vacant, etc., prevailing for the quarter ending are furnished along with the cadre review proposal forwarded by the State Government.
- Utmost care may be taken to provide the vital pyramidal structure for the cadre while proposing/recommending encadrement of cadre posts. Further, the increase proposed at each level of the cadre should adhere well with the prescribed norms.

The above guidelines while examining the cadre review proposal of any State cadre will enable the Central Government to resolve the issues as far as cadre management is concerned. The cadre review of the IAS cadre of Assam-Meghalaya, Bihar, Karnataka, Odisha and Tamil Nadu are due in the year 2013. The cadre review of the State of Maharashtra was due in 2012. The State Government has informed that because of a major fire accident that took place in the Mantralaya requested some more time for submission of the cadre review proposal which is still awaited. The State Government of Karnataka has submitted the cadre review proposal that has been



examined in this Department and requested the State Government to submit a revised proposal in accordance with the prescribed norms. The remaining States have been requested vide D.O. letter dated 9<sup>th</sup> July, 2013 for submission of the cadre review proposal by 25.07.2013 which are still awaited.

Some of the State Governments are not submitting the Quarterly Cadre Returns pertaining to the IAS Cadre in time.

## ***Agenda No.6***

### **Unauthorized absence of officers from cadres:**

This Department had requested State Governments to provide information in respect of IAS officers who are on unauthorized absent from Cadre. Information in this regard is still awaited from some State Governments. Details of the same are as follows:

<b>Sl.No.</b>	<b>Name of State Government</b>	<b>Issues pending with the State Government.</b>
1.	Assam	Clarification sought from the State Government regarding unauthorized absence of Shri Alok Khare, IAS (AM:92) is awaited.
2.	Maharashtra	Reply from the State Government regarding initiation of action for deemed resignation under Rule 7 of AIS (Leave) Rules, 1955 in respect of Shri Sanjay Agarwal, IAS(MH:1996) is awaited.
3.	Odisha	Present status on the Show Cause Notice issued to Shri Jayant Kumar Dev, IAS (OR:76) is awaited.
4.	Rajasthan	Reply from the State Government regarding initiation of action for deemed resignation under Rule 7 of AIS (Leave) Rules, 1955 in respect of Shri D.N. Sharan, IAS(RJ:84) is awaited.
5.	Tripura	Reply from the State Government regarding initiation of action for deemed resignation under Rule 7 of AIS (Leave) Rules, 1955 in respect of Shri Nagaraju Maddirala, IAS(MT:1993) is awaited.
6.	Uttar Pradesh	Reply from the State Government regarding initiation of action for deemed resignation under Rule 7 of AIS (Leave) Rules, 1955 in respect of Dr. Prabhat Kumar, IAS(UP:85) is awaited.
7.	Uttar Pradesh	Reply from the State Government regarding initiation of action for deemed resignation under Rule 7 of AIS (Leave) Rules, 1955 in respect of Sh. Pradeep Bhatnagar, IAS(UP:82) is awaited.
8.	Uttar Pradesh	Reply from the State Government regarding initiation of action for deemed resignation under Rule 7 of AIS (Leave) Rules, 1955 in respect of Sh. Atul Bagai, IAS(UP:83) is awaited.

Sl.No.	Name of State Government	Issues pending with the State Government.
9.	Uttar Pradesh	Reply from the State Government regarding initiation of action for deemed resignation under Rule 7 of AIS (Leave) Rules, 1955 in respect of Sh. Arun Arya, IAS(UP:85) is awaited.
10.	Uttar Pradesh	Reply from the State Government regarding initiation of action for deemed resignation under Rule 7 of AIS (Leave) Rules, 1955 in respect of Shri Shishir Priyadarshi, IAS(UP:80) is awaited.
11.	West Bengal	Reply from the State Government regarding recovery of the bond amount alongwith interest in respect of Shri Amitabh Mukherjee, IAS (WB: 1983) is awaited.
12.	West Bengal	Reply from the State Government regarding initiation of action for deemed resignation under Rule 7 of AIS (Leave) Rules, 1955 in respect of Sh. Prashant, IAS(WB:88) is awaited.

## ***Agenda No.7***

### **Life Insurance Cover for AIS Officers serving in NE**

Proposal for providing Life Insurance Cover for AIS Officers serving in North East region as per the following decision of the PMO:-

***“Life Insurance Cover:*** PMO has already approved the scheme of providing insurance cover of Rs.50 lakh to officers working in the North East cadres. The insurance cover of Rs.50 lakh would be also available to officers of other cadres working in the North East.

The proposal is being examined in this Department in consultation with the Ministry of Finance. To facilitate early finalization of the issue, this Department vide its letter No. 14017/4/2005-AIS (II) dated 18.01.2013 had called for the following details from the North East States:-

- (i) Number of cases pertaining to death, bodily injury and disablement resulting from accident by external violence caused to All India Services officers (including those who were on inter cadre deputation) working in your State during the last 10 years.
- (ii) The present number of All India Service officers and those on inter cadre deputation working in your State.

**However, the above details are still awaited from the following States:-**

- (i) Nagaland
- (ii) Tripura
- (iii) Arunachal Pradesh

## ***Agenda No.8***

### **Official dealings between the Administration and Members of Parliament and State Legislatures - Observance of proper procedure.**

The Members of Parliament and State Legislatures as the accredited representatives of the people occupy a very important place in our democratic set-up. In connection with their duties, they often find it necessary to seek information from the Ministries/Departments of the Government of India or the State Governments, or make suggestions for their consideration or ask for interviews with the officers. Certain well-recognized principles and conventions to govern the relations between the Members of Parliament/ State Legislatures and Government servants have already been established.

Reference is invited to the guidelines concerning the official dealings between Administration and Members of Parliament and State Legislatures which were issued by the Cabinet Secretariat (Department of Personnel and Administrative Reforms, in the O.M. No 25/19/64-Estt. (A) dated 08.11.1974). The importance of adherence to these guidelines was reiterated in the Department of Personnel and Training's O.M. No. 11013/6/2005-Estt. (A) dated 17.08.2007. The provisions of the Central Secretariat Manual of Office Procedure regarding prompt disposal of communications from MPs have also been reiterated by the Department of Administrative Reforms and Public Grievances. The Minister of State for Personnel, Public Grievances and Pensions has also written to all Ministers in this regard vide DO letter dated 5<sup>th</sup> May, 2011, requesting that a mechanism may be set up to periodically monitor progress in disposal of references received from Members of Parliament.

Some instances of non-adherence to the existing guidelines have been brought to Government's attention by Members of Parliament and a need has been felt for again sensitizing all administrative authorities concerned.

The Central Secretariat Manual of Office Procedure provides following instructions for prompt disposal of letters from Members of Parliament: -

#### **Correspondence with Members of Parliament-**

- (1) Communications received from a Member of Parliament should be attended to promptly.
- (2) Where a communication is addressed to a Minister or a Secretary to the Government, it should, as far as practicable, be replied to by the Minister or the Secretary himself as the case may be. Where it is not practicable for the

Minister to reply, a reply should normally be issued under the signature of an officer of the rank of Secretary to the Government.

- (3) Where a communication is addressed to the head of an attached or subordinate office, Public Sector Undertakings, Financial Institutions (including nationalized banks) Division/Branch in charge in a Ministry/Department/Organization, it should be replied to by the addressee himself. In such cases, care may be taken to ensure that wherever policy issues are involved, approval of the competent authority is obtained before a reply is sent. It should, however, be ensured that the minimum level at which such replies are sent to Member of Parliament is that of Under Secretary and that also in a polite letter form only.
- (4) Information sought by a Member of Parliament should be supplied unless it is of such a nature that it would have been denied to him, if similar information had been sought in Parliament.
- (5) While corresponding with Members of Parliament, it should be ensured that the letter is legible. Pre-printed or cyclostyled replies should be scrupulously avoided.
- (6) In case a reference from an ex-member of Parliament is addressed to a Minister or Secretary, reply to such reference may be sent by the concerned Divisional Head after obtaining approval of the Secretary of Ministry/Department.
- (7) In case the reference is addressed to a lower level officer, reply to such reference could be sent by the officer on his own in non-policy cases and after obtaining approval of the higher authorities in policy cases. Here also, it may be ensured that the minimum level at which a reply is sent is that of an Under Secretary and that too in a polite letter form only.

#### **Prompt response to letters received –**

- (1) Each communication received from the Member of Parliament, a member of the public, a recognized association or a public body will be acknowledged within 15 days, followed by a reply within the next 15 days of acknowledgement sent.
- (2) Where a delay is anticipated in sending a final reply, or where the information has to be obtained from another Ministry or another office, an interim reply may be sent within a month (from the date of receipt of the communication) indicating the possible date by which a final reply can be given.
- (3) If any such communication is wrongly addressed to a department, it should be transferred promptly (within a week) to the appropriate department under intimation to the party concerned.

The aforesaid guidelines also cover Official dealings between Administration and Members of Parliament/State Legislatures. In this context, attention is also invited to Rule 3(2A) of All India Service (Conduct) Rule, 1968 and Rule 3-A of Central Civil Service (Conduct) Rules, 1964 which provide as follows:-

Every member of the service shall in the discharge of his duties act in a courteous manner and shall not adopt dilatory tactics in his dealings with the public or otherwise.

The existing instructions are hereby appropriately strengthened to emphasize the basic principles to be borne in mind by the Government servants while interacting with the Members of Parliament and State Legislatures. These are as follows

(i) Government servants should show courtesy and consideration to Members of Parliament and State Legislatures;

(ii) while the Government servants should consider carefully or listen patiently to what the Members of Parliament and of the State Legislatures may have to say, the Government servant should always act according to his own best judgment and as per the rules;

(iii) Any deviation from an appointment made with a Member of Parliament/State Legislature must be promptly explained to him to avoid any possible inconvenience. Fresh appointment should be fixed in consultation with him;

(iv) An officer should be meticulously correct and courteous and rise to receive and see off a Member of Parliament/State Legislature visiting him. Arrangements may be made to receive the Members of Parliament when, after taking prior appointment, they visit the officer of the Government of India, State Government or local Government. Arrangements may also be made to permit entry of vehicles of the Members to these Offices subject to security requirements/restrictions;

(v) Members of Parliament of the area should invariably be invited to public functions organized by a Government office. Proper and comfortable seating arrangements at public functions and proper order of seating on the dais should be made for Members keeping in view the fact that they appear above officers of the rank of Secretaries to Government of India in the Warrant of Precedence; The invitation cards and media events, if organized for the function held in the constituency, may include the names of the Members of that constituency who have confirmed participation in these functions. It is clarified that If a constituency of any Member of Parliament is spread over more than one District, the M.P should invariably be invited to all the functions held in any of the Districts which are part of his/her constituency;

(vi) Where any meeting convened by the Government is to be attended by Members of Parliament, special care should be taken to see that notice is given to them in good time regarding the date, time, venue etc. of the meeting. It should also be ensured that there is no slip in any matter of detail, however minor it may be. It should especially be ensured that:-

(a) intimations regarding public meetings/functions are sent through speedier communication devices to the M.Ps, so that they reach them well in time, and

(b) that receipt of intimation by the M.P is confirmed by the officer/official concerned;

(vii) Letters from Members of Parliament and Members of State

Legislatures must be promptly acknowledged, and a reply sent at an appropriate level expeditiously as per the relevant provisions of the Central Secretariat Manual of Office Procedure;

(viii) Information or statistics relating to matters of local importance must be furnished to the MPs and MLAs when asked for. The information so supplied should be specific and answer the points raised. A soft copy of the information should also be sent to the Member via e-mail;

(ix) If the information sought by a Member of Parliament cannot be given and is to be refused, instructions from a higher authority should be taken and the reasons for not furnishing the information should be given in the reply;

(x) Wherever any letter from a Member of Parliament is in English and the reply is required to be given in Hindi in terms of the Official Languages Act, 1963 and the rules framed there under, an English translation should also be sent along with the reply for the convenience of such Members of Parliament from non Hindi speaking areas;

(xi) References from the Committees of Parliament must be attended to promptly;

(xii) The officers should not ignore telephonic messages left for them by the Members of Parliament/State Legislatures in their absence and should try to contact at the earliest the Member of Parliament/State Legislature concerned. These instructions also include SMS and e- mails received on official mobile telephones which also should be replied to promptly and on priority;

(xiii) All Ministries/Departments may ensure that the powers of Members of Parliament/State Legislatures as Chairpersons/ Members of committees under various Centrally Sponsored/Central Sector government schemes are clearly and adequately defined; and

(xiv) A Government servant should not approach MPs/MLAs for sponsoring his individual case as bringing or attempting to bring political or non-official or other outside influence is prohibited under the conduct Rules e.g. Rule 18 of the All India Service (Conduct) Rules, 1968 and Rule 20 of the Central Civil Services (Conduct) Rules.

All Ministries/Departments are requested to ensure that the above basic principles and instructions are followed by all officials concerned, both in letter and spirit. Violation of the guidelines laid down on this subject will be viewed seriously.

Any violation of relevant Conduct Rules in this regard, which violation is established after due enquiry will render the Government servant concerned liable

for appropriate punishment as per Rule.

## ***Agenda No.9***

### **Determination of vacancies to be filled up in the promotion quota of IAS through Appointment by Promotion/ Selection of SCS/ Non-SCS officers:**

Indian Administrative Services is one of the three All India Services. There are two modes of recruitment for the same. The first one is direct recruitment through Civil Services Examination. The second is Appointment by Promotion/ Selection to the promotion quota of State Civil Service/ non-State Civil Service officers of various states.

The recruitment from State Civil Service officers is governed by IAS (Appointment by Promotion) Regulations, 1955 which inter alia prescribe for year-wise preparation of Select lists. In other words, if for any reason it has not been possible to prepare particular Select List(s) for particular year(s), whenever the meeting next takes place, it will prepare the Select List(s) for the left over year(s) also.

The recruitment from Non-State Civil Service officers is governed by IAS (Appointment by Selection) Regulations, 1997. These regulations do not provide for preparation of year-wise select list. In other words, if for any reason, it was not possible to prepare a select list for a particular year, the Select List for that year lapses and whenever the new selection committee takes place, it makes recommendations for the current year only.

According to the above position, during this calendar year of 2013, AIS Division is supposed to prepare the select list for the State Civil Service category for the year 2012 (i.e. against the vacancies that arose between 1.1.2012 to 31.12.2012) and earlier years, if any. For the non-State Civil Service,, this Deptt. is supposed to prepare the Select List of 2013 for the vacancies that arose between 1.1.2013 to 31.12.2013. ). In order to make the terminology used in this note clearer, it is submitted that as per the present scheme of things the Select List of 2012 for SCS is equivalent to the Select List of 2013 of Non-SCS as the vacancy base year i.e., 1.1.2012 to 31.12.2012 is same. This difference has come because of implementation of the ratio of the case of Shri Praveen Kumar in the case of SCS only due to which the 'year' of select list for SCS has been preponed by one year where as the 'year' of select list of for Non-SCS has remained static.

The position of determination of the number of vacancies in respect of all the 29 cadres/segments (28 States and 1 Union Territory) is as under:

- a) .Out of 29 cadres/segments, in **23 cadres**, the vacancies have been determined up to the current year. These Cadres/Segments are **Andhra Pradesh, Arunachal Pradesh, Goa, UT, Haryana, Himachal Pradesh, Maharashtra, Madhya Pradesh, Manipur, Nagaland, Odisha, Punjab,**

**Sikkim, Tamil Nadu, Uttarakhand, West Bengal, Kerala, Uttar Pradesh, Tripura, Chhatisgarh, Assam, Gujarat, and Jammu & Kashmir.**

- b) For **Mizoram, Meghalaya, Karnataka and Jharkhand**, vacancies have been determined provisionally subject to receipt of certain deficient information from the State Government.
- c) There is some dispute regarding vacancy determination in respect of the following **two** states:

**Bihar:** As per the information provided by the State Government, there is a direction from the competent court that one vacancy from the select list of 2010 may be kept reserved. The Appointment by Promotion Regulations do not envisage the reservation of any vacancy. On the advice of this Department, the State Government has filed a miscellaneous application before the Court requesting to modify the interim order to the extent that the direction for reservation may be vacated and the selections from the Select List of 2010 may be made subject to the outcome of the concerned case. This Department has written to the State Government to apprise it of the latest position. In the meeting, the State Government may be enquired of in this regard.

**Rajasthan:** The Hon'ble CAT, Jaipur Bench through its order dated 4.4.2013 in OA No. 810 of 2012 has quashed the selections made from 1996-97 to 2011 and as such vacancies for the subsequent years cannot be determined till the above issue gets finalized. Two private parties have already filed writ petitions against that order before the Hon'ble High court of judicature at Rajasthan. This Department has also decided to file a writ petition. Further action is being taken in this regard.

Summarizing the position stated, the State Cadres may be requested as under:-

- i) The States under (a) above may be exhorted to send requisite proposals to the UPSC for holding the meeting of Selection Committee.
- ii) The States under (b) may be requested to send the requisite information to this Department to enable it to take further necessary action.
- iii) The cases of States under (c) above may be discussed in the meeting keeping in view the latest position at the time of the meeting.



## **Agenda No.10:**

### **Submission of the requisition by the State Governments to the Department of Personnel and Training regarding number of vacancies to be filled up in the DR quota of IAS from a particular Civil Services Examination:**

This issue is governed by Cadre Allocation Policy-2008. The relevant provisions are as under:

*“The State Governments shall indicate the total number of vacancies to be filled through a particular Civil Services Examination (CSE)/Indian Forest Service Examination by 31st December of the year prior to the year of the Examination. In respect of the services under them, the respective Cadre Controlling Authorities, namely, the Department of Personnel and Training (DOPT)/Ministry of Home Affairs (MHA)/Ministry of Environment and Forests (MoEF) shall determine the vacancies including the break-up into Unreserved (UR)/Scheduled Caste(SC)/Scheduled Tribe (ST)/Other Backward Class (OBC)/ Insider /Outsider vacancies for each of the cadres as per established procedure, keeping in mind the number of the districts in the state, the cadre gap in the cadre, the requisitions received from the State Governments and the position of the rosters in the cadre. The vacancies so determined would be communicated to the State Governments and published on the respective Ministry’s website, both the actions to be completed before the commencement of the Civil Services Examination/ Indian Forest Service Examination on the basis of which the recruitment is to be made. Since this would be a time bound exercise, the requisition received from the State Governments after the abovementioned deadline would not be considered while determining the vacancies”.*

It is however seen that despite timely requests, the State Governments do not send their requisitions before the stipulated date. Further, the State Government is also supposed to indicate the number of districts as on **1<sup>st</sup> January of the crucial year**. These figures are relevant for this Department to take decision regarding distribution of vacancies to be filled up in IAS through Civil Services Examination among various categories. In the meeting, the State Governments may be reminded of this position.

## **Agenda No.11**

### **Overstay of All India Service officers on Inter Cadre Deputation beyond approved period**

It has been observed that over the years several All India Service officers have over stayed on inter cadre deputation beyond approved period by the competent authority. While considering the proposal for regularization of period of over-stay of several IAS officers on inter cadre deputation, the competent authority has inter alia

desired that DOPT should come up with policy suggestions to curb the instances of overstay. It has also been observed that in such cases the officers take plea that they were not relieved by their borrowing State Government. In this background, this department has issued certain instructions for the officers and the state Governments vide OM No. 13017/8/2002-AIS-I dated 14<sup>th</sup> August 2013 with the objective to curb the cases of overstay on inter cadre deputation.

The representatives of the State Government may be requested to ensure the compliance of instructions contained in the said OM so that the cases of overstay are curbed and disciplinary action

## ***Agenda No.12***

### **Pending applications for Inter Cadre Deputation /change of cadre of IAS officers for want of comments/concurrence from the State Governments.**

#### **Inter cadre deputation**

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Remarks</b>
Dr. Joram Beda, IAS (PB:08)	Punjab	AGMUT (Arunachal Pradesh)	Comments of MHA
Shri Lalrinliana Fanai, IAS (UL:97)	Uttaranchal	Mizoram	Comments of MHA and vigilance clearance awaited.
Dr Ravi Kumar Surpur, IAS (RJ:04)	Rajasthan	Karnataka	Application not received through parent cadre.
Shri Brijesh Pandey, IAS (MT:04)	Manipur Tripura	Uttar Pradesh	Comments of government of Uttar Pradesh
Shri Dilip Kumar, IAS (PB:95)	Punjab	AGMUT (Chandigarh)	Clarification from MHA awaited
Dr Davendra Kumar Dhodawat, IAS (KL:93)	Kerala	Rajasthan	Application not received through parent cadre.
Shri D V Swamy, IAS (OR:01)	Orissa	Karnataka	Comments of Government of Orissa awaited.
Pranabjyoti Nath (KL:05)	Kerala	Orissa	Comments of Government of Kerala and Orissa

Nidhi Pandey, IAS (MH:01)	Uttarakhand	Uttar Pradesh	Comments of government of Uttar Pradesh
Dr Sameer Sharma, IAS(AP:85)	Andhra Pradesh	Uttarakhand	Willingness of the officer and comments of Government of Andhra Pradesh awaited.
Mohd Zubair Ali Hashmi, IAS (MT:08)	Manipur Tripura	Uttar Pradesh	Comments of Government of Tripura and Uttar Pradesh,.

### Cadre transfer

Name	From	To	Remarks
Sh. Arun Kumar Sinha, IAS (MT)	Manipur Tripura	Jharkhand or any other cadre	Details of action taken by government of Manipur on officer's overstayal in Jharkhand on inter cadre deputation is sought.
Sh. Oinam Sarankumar Singh, IAS(AM:12)	Assam Meghalaya	Manipur Tripura	Comments of Government of Tripura awaited.
Shri Krishna Bajpai, IAS (BH:10)	Bihar	Karnataka	Comments of Government of Bihar awaited.
Vaibhav Srivastava, IAS (WB:09)	West Bengal	Uttar Pradesh	Comments of Government of West Bengal, Uttar Pradesh
Shri Ravi Jha, IAS(UK:11)	Uttarakhand	AGMUT	Comments of Government of Uttaranchal, MHA,

The representatives of the State Government may be requested to expedite comments /concurrence of the State Governments so as to enable this Department to process the case further for decision of the competent authority.

## ***Agenda No.13***

### **Issue of delay in fixation of seniority /year of allotment of promotee IAS officers:-**

In accordance with provisions of IAS (Regulation of Seniority) Rules, 1987 as amended, seniority/year of allotment of promotee IAS officers is fixed having regard to year of select list and continuous service rendered by the officer in State Civil Service in a post of Deputy Collector or equivalent. It has been observed that State Governments send proposal for fixation of seniority/year of allotment indicating date of continuous appointment of officers in a post of Deputy Collector or equivalent much after their appointment to IAS is notified and this results in avoidable delay of fixation of seniority/year of allotment. Recently State Governments were requested to ensure that the requisite details in the enclosed format are duly attested and sent along with the proceedings of the Selection Committee for unconditionally recommended officers, (which are forwarded to DOP&T for sending its observations to UPSC) so that after issue of appointment notification, the seniority /year of allotment of promotee IAS officers is also fixed promptly.

Representatives of State Governments may be requested to send the requisite details while sending the recommendations to the selection committee this Department for sending observations under regulation 6A of Promotion Regulations to UPSC so that seniority /year of allotment are fixed by this Department immediately after appointment of officers included in the select list to IAS is notified.

## ***Agenda No.14***

### **Privilege Notices against IAS officers:**

Several Privilege Notices against IAS officers received from the Lok Sabha/Rajya Sabha Secretariats are pending for want of factual report from the concerned State Governments. A list of such pending notices is at Annexure-I. The concerned State Governments are to be requested to expedite the reports in the cases.

List of privilege notices pending with DOPT for want of factual report from the State Governments:

<b>S.NO.</b>	<b>Notice of Privilege/complaint</b>	<b>Pending with Government of</b>
1.	Letter dated 14.12.2011 from Dr. Ajay Kumar, MP addressed to the Secretary General, Lok Sabha, seeking clarifications whether an MP can call Government officials to public meetings chaired by him.	Jharkhand
2.	Notice of question of privilege dated 22 February, 2013 given by Shri Bhausahab R. Wakchaure.	Maharashtra
3.	Letter dated 22 September, 2012 from Sh. Deoraj Singh	Madhya

<b>S.NO.</b>	<b>Notice of Privilege/complaint</b>	<b>Pending with Government of</b>
	Patel, MP regarding violation of guidelines issued with regard to official dealings with Members of Parliament, by the District Collector, Rewa (M.P.)	Pradesh
4.	Letter Dt. 05 April, 2013 from Sh. Gorakhnath Pandey, MP, alleging non-cooperation by District Magistrate, Sant Ravidas Nagar (Bhadohi), U.P.	Uttar Pradesh
5.	Notice of question of privilege dated 6 March, 2013 given by Shri Kunvarjibhai Bavaliya, Member of Parliament, against the Commissioner, Rajkot Municipal Corporation.	Gujarat
6.	Letter dt. 18/09/2012 from Sh. Mangani Lal Mandal, MP regarding complaint of malicious attitude of the DM, Madhubani, Bihar.	Bihar
7.	Complaint dated 17 October 2012 by Sh. Nama Nageswara Rao, MP against District Collector, Khammam, Superintending Engineer, Khammam and Chief Secretary, Andhra Pradesh.	Andhra Pradesh
8.	Letter dt. 01/10/2012 from Sh. T.R. Baalu, MP regarding complaint of disregard shown to him by District Collector, District Kancheepuram	Tamil Nadu
9.	Letter dt. 30.04.2013 from Sh. Uday Singh, MP alleging violation of protocol norms by the District Magistrate, Purnea and the Sub-Divisional Officer, Dhamdaha.	Bihar
10.	Complaint dated 12 June 2013 from Sh. Kirti Azad, MP alleging non-intimation and non-invitation at a public function regarding inauguration of various State and Central Government Schemes at his Parliamentary Constituency, Darbhanga, Bihar on 6 June, 2013	Bihar
11.	Letter dated 09 November, 2012 from Sh. Ashok Kumar Rawat, MP regarding complaint of protocol violation by city magistrate, Misrikh constituency, District Sitapur, Uttar Pradesh.	Uttar Pradesh
12.	Notice of question of privilege dated 25 July, 2013 given by Shri Baidyanath Prasad Mahto, MP against the Collector, West Champaran (Bettiah) for allegedly misbehaving with him.	Bihar
13.	Letter dt. 9/7/2013 from Sh. Hemanand Biswal, MP and Chairman Committee on Social Justice and Empowerment alleging violation of Protocol norms by District Collector, Sundargarh, Odisha.	Odisha
14.	Complaint dated 7/7/2013 from Sh. K.P. Dhanapalan, MP against Ms. Leena Nair, Chairperson, MPEDA alleging disrespectful behaviour displayed towards public representatives.	Kerala
15.	Letter dated 29 June, 2013 from Sh. Deoraj Singh Patel,	Madhya

S.NO.	Notice of Privilege/complaint	Pending with Government of
	MP regarding complaint of alleged protocol violation by District Collector, Rewa at the State Government function held on 27 April, 2013. A reply in the matter is however awaited.	Pradesh

## ***Agenda No.15***

### **Furnishing of Quarterly report on Vigilance matters/disciplinary cases**

As per DOPT letter No. 142/11/2008-AVD-I, dated 05/07/2012, the State Government's are required to furnish Quarterly Reports(QR) on Vigilance Matters/Disciplinary Cases in the prescribed format by the 15<sup>th</sup> of the month subsequent to the relevant quarter. A list indicating the pending QRs is at Annexure-II. The State Governments need to be requested to expedite the same and send such reports regularly in the prescribed formats.

## ***Agenda No.16***

### **Cases for grant of Prosecution Sanction against IAS officers**

Several cases for grant of Prosecution Sanction against IAS officers under the PC Act are pending for want of comments of State Governments. A list of such cases is at Annexure-III. The State Governments need to be requested to expedite their comments.

List of States from which quarterly report of disciplinary cases/vigilance matters in respect of IAS officers is pending (as on 01/08/2013).

S. No.	State	QR upto
1.	AP	March 2013
2.	ASSAM	March 2013
3.	GUJARAT	March 2013
4.	HARYANA	March 2013
5.	HIMACHAL PRADESH	March 2013
6.	JHARKHAND	March 2013
7.	KARNATAKA	September 2012
8.	KERALA	December 2012
9.	MANIPUR	November 2012
10.	TRIPURA	March 2013
11.	NAGALAND	December 2012
12.	SIKKIM	March 2013
13.	RAJASTHAN	March 2013
14.	UTTARAKHAND	March 2013

15.	UTTAR PRADESH	March 2013
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## ***Agenda No.17***

### **Pending complaints against IAS officers – Comments from State Govts. awaited**

Several Complaints against IAS officers are pending for want of comments from State Governments for more than 3 months. These need to be taken up with the State Governments for response/comments of Officers.

**List of pending cases of sanction for prosecution against IAS Officers under PC Act where Comments of State Govt. not received.**

Sl. No.	Name of the Officer & Case	Concer ned State Govt.	Comments
1.	S.R. MOHANTY, IAS(MP:82) State Economic Offences Investigation Bureau Cr. No. 25/2004 F. No.107/07/2012-AVD.I	State Govt. of Madhya Pradesh	State Govt. was requested for information/inputs particularly with respect to the direction of the Hon'ble Supreme Court for re-investigation of the matter and other clarifications and documents vide letter dated 03.10.2012. State Govt. reminded again on 11.02.2013 to confirm compliance with the direction of the Hon'ble Supreme Court before the case is further processed. A DO reminder from JS (S&V-2) to State Govt issued on 05.06.2013  State Govt. informed that case is still to be decided and will take some more time vide their letter dated 29.07.2013
2.	B.P. ACHARYA, IAS (AP:83) CBI CASE No. 19(A)/2011-CBI/HYD F. No. 107/15/2012-AVD.I	State Govt.of Andhra Pradesh	State Government was requested to expedite views/recommendation vide letter of 04-07-2012. Reminder issued on 26.10.2012 giving time upto 09.11.2012. Case has been processed without State Govt's views and referred to the CVC for advice on 26.02.2013. CVC's advice awaited.
3.	G. Venkataram Reddy [IAS AP 97], CBI case no RC 19(A)/2011 CBI, Hyd. F.	State Govt.of Andhra Pradesh	CBI was requested vide letter dt. 11.7.2012 to route the proposal through State Govt. seeking sanction. Reminder issued to State Govt. on 5.10.2012 giving time upto 09.11.2012. State Govt. sought further one month time in Nov. 12 but no information received from State Govt.

Sl. No.	Name of the Officer & Case	Concer ned State Govt.	Comments
	No. 107/16/2012- AVD.I		Case has been processed without State Govt's views and referred to the CVC for advice on 18.03.2013. CVC returned the file on 12.08.2013 & observed that views of the State Govt. are not available.
4.	Dr. MANMOHAN SINGH IAS(AP:85) RC-19A-2011 CBI HYDERABAD F. No. 107/25/2012-AVD.I	State Govt.of Andhra Pradesh	State Govt. was requested on 31.10.2012 to send its comments/views and sanction u/s 197 of the Cr. PC, if it is to be accorded, by 15.11.2012, failing which it is proposed to process the case in the Department considering that State Govt. has no views/comments to offer. State Govt. sought further one month time. No information has been received from the State Govt. Reminder dated 28.3.2013 to State Govt. has been issued. Case has been processed without State Govt's views and referred to the CVC for advice on 13.06.2013. CVC returned the file on 08.08.2013 & observed that views of the State Govt. are not available.
5.	M. SAMUEL IAS(AP:78) RC-19A-2011 CBI HYDERABAD F. No. 107/25/2012-AVD.I	State Govt.of Andhra Pradesh	The case is linked to that of Dr. Manmohan Singh at Sl.No.4 mentioned above.
6.	Dr. PRADEEP VYAS(MH:89) RC 06(A)/2011 CBI/ACB MUMBAI F. No. 107/24/2012-AVD.I	State Govt. of Maharashtra	State Government was requested to expedite recommendations and furnish sanction under 197 Cr. PC, if it is to be accorded, failing which it is proposed to process the case in the Department considering that State Govt. has no views/comments to offer.  Reminder dated 28.3.2013 issued to State Govt. to expedite their views. Case has been processed without State Govt' s views and referred to the CVC for advice on 03.06.2013. CVC's advice received on 14.08.2013 & also opined that DoPT has to pursue with the State Govt. for getting their opinion.
7.	Dr. M. JAIRAJ PHATAK (MH:78) RC 06(A)/2011	State Govt. of Mahar	The Case is linked to that of Dr.Pradeep Vyas at Sl.No.16mentioned above.



Sl. No.	Name of the Officer & Case	Concer ned State Govt.	Comments
	<i>CBI/ACB MUMBAI F. No. 107/24/2012- AVD.I</i>	astra	
8.	<i>Smt Yera Srilakshmi IAS (AP:88 ) RC No.19(A)/ 2011 F.No.107/5/2013</i>	State Govt. of Andhra Pradesh	Comments of State Govt. sought on 2.7.2013. Reminder issued. Case has been processed without State Govt' s views and is pending in DoP&T.

## ***Agenda No.18***

### **Setting up of Additional Special CBI Courts**

A large number of cases instituted by the CBI are under the provisions of the Prevention of Corruption Act, 1988, read in conjunction with offences under various other Acts. There were 56 courts(46 courts of Special Judge & 10 courts of Special Magistrates) functioning for CBI cases all over the country.

### **Action on 71 additional Special Courts**

On the recommendation of the Hon'ble Chief Justice of India, the Central Government in 2009, decided to set up 71 additional special courts exclusively for the trial of CBI cases in different states, due to the huge pendency of CBI cases in various courts.

State Governments were requested to set up the Special Courts and also indicate necessary financial implications and suitable accommodation for the same. Both recurring and non-recurring expenditure in setting up and functioning of these Special Courts are to be reimbursed by the Government of India to the respective State Governments from the budgetary grant of CBI subsequently on receipt of the audited figures. Guidelines regarding norms for reimbursement were issued vide OM No. 224/1/2008-AVD-dated 06.07.2010.

. Out of 71 additional Special Courts, orders have been issued for setting up of 70 Courts. Out of 70 sanctioned Courts, 68 Courts have become operational ( Earlier it was reported as 66, now as reported to DoPT in the meeting held on 06.09.2013,

Odisha has operationalised 2 more Courts in Bhubaneswar). The operationalised 68 Courts are as follows:-

	Name of the State	Location of the Court	No. of Court started functioning
<b>HYDERABAD ZONE</b>			
	Karnataka	Bangalore	<b>02</b>
		Dharwad	<b>01</b>
	Andhra Pradesh	Hyderabad	<b>03</b>
		Visakhapatnam	<b>02</b>
<b>PATNA ZONE</b>			
	Bihar	Patna	<b>03</b>
	Jharkhand	Ranchi	<b>02</b>
		Dhanbad	<b>04</b>
<b>DELHI ZONE</b>			
	Delhi	Delhi	<b>15</b>
	Rajasthan	Jaipur	<b>02</b>
<b>LUCKNOW ZONE</b>			
	Uttar Pradesh	Lucknow	<b>04</b>
		Ghaziabad	<b>02</b>
<b>MUMBAI ZONE-I</b>			
	Maharashtra	Mumbai	<b>03</b>
		Nagpur	<b>01</b>
		Amravati	<b>01</b>
		Pune	<b>01</b>
<b>MUMBAI ZONE-II</b>			
	Gujarat	Ahmedabad	<b>02</b>
<b>CHANDIGARH ZONE</b>			
	Jammu & Kashmir	Jammu	<b>01</b>
	Haryana	Panchkula	<b>01</b>
<b>BHOPAL ZONE</b>			
	Madhya Pradesh	Bhopal	<b>01</b>
		Jabalpur	<b>01</b>
	Chattisgarh	Raipur	<b>01</b>
<b>KOLKATA ZONE</b>			
	West Bengal	Kolkata	<b>06</b>
	Orissa	Bhubaneswar	<b>03</b>
<b>GUWAHATI ZONE</b>			
	Assam	Guwahati	<b>02</b>
<b>CHENNAI ZONE</b>			
	Tamil Nadu	Chennai	<b>03</b>
	Kerala	Thiruvananthapuram	<b>01</b>
		<b>Total</b>	<b>68</b>

Government of Odisha is yet to make remaining one court functional at Bhubaneswar. In respect of Goa (Mumbai-I Zone), the single additional court is yet to start functioning, despite the location at Mapusa Goa being identified. In the meeting held on 06.09.2013, the State Government of Odisha had an issue with

regard to the venue and it was clarified that the Court should first be operationalised at the approved venue. Goa has requested the High Court of Maharashtra to provide a Presiding Officer. These 2 States have been requested to settle these issues and operationalise the Courts at the earliest.

### **Action on 22 additional Special Courts**

Hon'ble Supreme Court of India, while monitoring Cr. Appeal Nos. 88-93 of 2003, Saurin Rasiklal Shah Vs. CBI, had directed on 30.1.2013 to establish 22 more additional Special Courts for CBI cases in the country. Accordingly, it has been decided to set up 22 more Additional Special Courts as under:

<b>S.No.</b>	<b>Place</b>	<b>Existing Special CBI courts</b>	<b>Number of PC cases pending</b>	<b>Number of courts proposed</b>
1	Vishakapatnam	03		01
2	Guhawati	02		01
3	Ahmedabad	04		05
4	Jammu & Kashmir	01		01
5	Ernakulam	02		01
6	Bhopal	01		01
7	Nagpur	01		02
8	Patiala	01		01
9	Jaipur	03		02
10	Chennai	06		01
11	Lucknow	07		02
12	Ghaziabad	03		01
13	Alipur(West Bengal)	01		02
14	Asansol(West Bengal)	01		01
	<b>Total</b>			<b>22</b>

Out of these 22 courts, Government of India has sanctioned setting up of 15 courts as follows:

<b>Place</b>	<b>State</b>	<b>No. of Courts</b>
Vishakhapatnam	Andhra Pradesh	01
Patiala	Punjab	01
Jaipur	Rajasthan	02
Lucknow	Uttar Pradesh	02
Ghaziabad		01
<b>Total</b>		<b>07</b>

In the meeting held on 06.09.2013 , it was informed by the State representative of UP that 3 Special Courts had already been sanctioned. It was informed by CBI that Rajasthan had also sanctioned 2 Special Courts in Jaipur. However, formal intimation regarding sanction by the State Government had not been received by DoPT. There was no intimation from Andhra Pradesh regarding

operationalisation. Punjab was requested to settle the pending issue regarding venue of the Court and operationalise the Court expeditiously.

All the states concerned have been requested by DoPT for timely operationalisation of the Courts in pursuance of the directions of the Hon'ble Court in its order dated 5.8.2013.

All the Principal Secretaries of the concerned states are requested to get the process of operationalisation of the courts expedited , with intimation to DoPT and are also requested to intimate their Counsels to be present before the Hon'ble Apex Court on the next date of hearing i,e on 7.10. 2013.

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