

No.2550/A3 Est/2015/NCC

Tele 0471-2721278
NCC Directorate (K&L)
State Wing
Thiruvananthapuram-10

22 Apr 2015.

All NCC Group Head Quarters, Units & SS Coy NCC

CIRCULAR

Sir,

Sub: NCC Dept - Est – Violation of Conduct Rules – approaching H'ble Chief Minister & other Ministers directly by the staff – guidelines - reg.

1. It has been observed with great concern that a section of employees are in a habit of approaching Honorable Ministers directly for their transfer and other benefits without making representations to this effect before the Competent authorities/Head of Offices.

2. Article 94 of the Kerala Government Servant's Conduct Rules prohibits an employee to submit personal representations to the Governor or the Ministers. It is highly inappropriate for a Govt employee to approach the H'ble Governor or the Ministers even with the copy of any representation through his office with or without the advance copy or with a personal representation. However if no reply is received for an application submitted before the competent authority within three months, a written representation can be submitted to the Govt by attaching a copy of such representation seeking relief.

3. In this connection it may be kept in mind that transfer and postings are being carried out in this Department in a fair method ~~and which is~~ in conformity with the Govt rules in force.

4. In view of the above, I am to request you to brief all personnel to refrain from such practices in future. Any violation in this respect if noticed further will be dealt ^{with} seriously for contravention of Conduct Rules and action will be initiated accordingly.

Yours faithfully



(Sanal Kumar)

Brigadier

Deputy Director General NCC

Offg ADG NCC

Internal: All sections & Website