

No. 2223—3S—74/8217

From

The Chief Secretary to Govt., Haryana.

To

- (i) All Heads of Departments,
the Commissioners Ambala and Hisar Divisions,
all Deputy Commissioners and all Sub-Divisional Officers in Haryana.
- (ii) The Registrar, Punjab and Haryana High Court and
all Districts & Sessions Judges in Haryana.

Dated Chandigarh the 12th April 1974.

Subject : Confidential reports—consolidated instructions regarding.

Sir,

I am directed to refer to Composite Punjab Government consolidated circular letter No. 2334-ASI-60/15708, dated the 3rd May 1960, as amended by circular letter No. 8190-3S-73, dated the 2nd January, 1974 and to say that the Government have decided to make the following further amendment in the instructions.

2 The existing paragraph 5 (iv) may be substituted as under :—

- 5(iv) A Chief Parliamentary Secretary/Deputy Minister/Minister of State except where he is the Minister-in-charge) will normally have no right of recording/reviewing/accepting of remarks in the annual confidential reports except in the case of personal staff working under him) and the next higher reporting authority above the level of Administrative Secretary, will be the Minister or Minister of State where he is the Minister-in-charge). The Minister/Minister of State where he is the Minister-in-charge) may, where he so desires, before recording his remarks, send the confidential report form to the Chief Parliamentary Secretary/Deputy Minister/Minister of State, as the case may be, for recording remarks. However, in the case of IAS/IPS officers and the officers on the Select List of IAS/IPS, no such reference need be made and the Minister(where he is the Minister-in-charge) shall himself record the remarks.

Yours faithfully,

Sd/-
Deputy Secretary Political & Services,
for Chief Secretary to Govt., Haryana.

The Financial Commissioner, Revenue, Haryana and All Administrative Secretaries to Govt., Haryana.