

PART III

PUNJAB GOVERNMENT HOME DEPARTMENT (GAZETTE)

NOTIFICATION

(Rules)

The 5th July, 1966

No. G.S.R. 143/Const./Art. 309 and 318/66.—In exercise of the powers conferred by the proviso to article 309 and clause (b) of article 318 read with clause (3) of article 187 of the Constitution of India, the Governor of Punjab, after consultation with the Chairman of the Punjab Vidhan Parishad and the Speaker of the Punjab Vidhan Sabha in so far as such consultation is necessary under the aforesaid provisions, is pleased to make the following rules, namely:—

THE GOVERNMENT EMPLOYEES (CONDUCT) RULES, 1966

1. Short title, commencement and application.—(1) These rules may be called the Punjab Government Employees (Conduct) Rules, 1966.

(2) They shall come into force at once.

(3) They shall apply to all persons appointed to Civil Services and posts in connection with the affairs of the State :

Provided that nothing in these rules shall apply to—

(a) members of the All India Services who are subject to the All India Services (Conduct) Rules, 1954; and

(b) holders of any post in respect of which the Government may, by general or special order, declare that these rules do not apply.

2. Definitions.—In these rules, unless the context otherwise requires,—

(a) 'the Government' means the Government of the State of *Haryana

(b) 'Government employees' means any person appointed to any civil service or post in connection with the affairs of the State of *Haryana.

Explanation.—A Government employee whose services are placed at the disposal of a company, corporation, organisation or a local authority by the

Government, shall for the purposes of these rules be deemed to be a Government employee serving under the Government not with, standing that his salary is drawn from sources other than from the Consolidated Fund of the State.

(c) "members of family" in relation to a Government employee includes.—

(i) the wife or the husband, as the case may be, of the Government employee, whether residing with the Government employee or not but does not include a wife or husband, as the case may be, separate from the Government employee, by a decree or order of a competent court;

(ii) son or daughter or step son or step-daughter of the Government employee and wholly dependent on him, but does not include a child or step-child who is no longer in any way dependent on Government employee or of whose custody the Government employee has been deprived by or under any law;

(iii) any other person related, whether by blood or marriage, to the Government employee or to the Government employee's wife or husband and wholly dependent the Government employee.

3. General.—(1) Every Government employee shall at all times—

(i) maintain absolute integrity;

(ii) maintain devotion to duty; and

(iii) do nothing which is unbecoming of a Government employee.

(2) (i) Every Government employee holding a supervisory post shall take all possible steps to ensure the integrity and devotion to duty of all Government employee* under his control and authority.

** (ii) No Government employee shall, in the performance of his official duties, or in the exercise of powers conferred on him act otherwise than in his best judgement, except when he is acting under the direction of his official superior.

(iii) The direction of the official superior shall ordinarily be in writing. Oral direction to subordinates shall be avoided, as far as possible. When the issue of oral direction becomes unavoidable, the official shall confirm it in writing immediately thereafter.

(iv) A Government employee who has received oral direction from his official superior shall seek confirmation of the same in writing as early as possible, whereupon it shall be the duty of the official superior to confirm the direction in writing.

Explanation.—Nothing in clause (ii) of sub-rule (2) shall be construed as empowering a Government employee to evade his responsibilities by seeking instructions from, or approval of, a superior officer or authority when such instructions are not necessary under the scheme of distribution of powers and responsibilities.

* Deleted vide Haryana Govt. Notification No. C.S.R. 29/Const./Art. 309, 318 and 187/Amd. (1) 87, dated the 3rd April, 1987.

** Substituted vide Haryana Govt. Notification No. CS R. 119/- Const./Arts. 309/79 dated the 19th October, 1979.

*4. Employment of near relatives of Government employees in companies or firms enjoying Government patronage.—

(1) No Government employee shall use his position or influence directly or indirectly to secure employment for any member of his family in any company or firm.

(2) (i) No Class I Officer shall, except with the previous sanction of the Government, permit his son, daughter or other dependent to accept employment in any company or firm with which he has official dealings or in any other company or firm having official dealings with the Government:

Provided that where the acceptance of the employment cannot await prior permission of the Government or is otherwise considered urgent, the matter shall be reported to the Government at the earliest but not later than three months**; and the employment may be accepted provisionally subject to the permission of the Government.

(ii) A Government employee shall, as soon as he becomes aware of the acceptance by member of his family of an employment in any company or firm intimate such acceptance to the prescribed authority and shall also intimate whether he has or had any official dealings with that company or firm.

Provided that no such intimation shall be necessary in the case of Class II Officer, if he has already obtained the sanction of, or sent a report to, the Government under clause (i)

(3) No Government employee shall in the discharge of his official duties deal with any matter or give or sanction any contract to any undertaking or any other person, if any, member of his family is employed in that undertaking or under that person or if he or any member of his family is interested in such matter of contract in any other manner and the Government employee shall refer every such matter or contract to his official superior and the matter or contract shall thereafter be disposed off according to the instructions of the authority to whom the reference is made.

5. Taking part in politics and elections.—(1) No Government employee shall be a member of, or be otherwise associated with, any political party or any organisation which takes part in politics nor shall he take part in, subscribe in aid of, or assist in any other manner, any political movement or activity.

(2) It shall be the duty of every Government employee to endeavour to prevent any member of his family from taking part in subscribing in aid of or assisting in any other manner, any movement or activity which is or tends directly or indirectly to be, subversive of the Government as by law established and where a Government employee is unable to prevent a member of his family from taking part in, or subscribing in aid of or assisting in any other manner, any such movement or activity, he shall make a report to that effect to the Government.

(3) If any question arises whether a party is a political party or whether any organisation takes part in politics or whether any movement or activity fall within the scope of sub-rule(2), the decision of the Government, thereon shall be final.

*Amended vide Haryana Govt. Notification No. G.S.R. 10/Const./Arts. 309, 318 and 187/Amd. (1)/77, dated the 14th January, 1977.

**Substituted vide Haryana Govt. Notification No. G.S.R. 29/Const./Arts. 309, 318 and 187/Amd.(1)/87, dated the 3rd April, 1987.

(4) No Government employee shall canvass or otherwise canvass, interfere with, or use his influence in connection with or take part in, an election to any legislature or local authority :

Provided that—

- (a) a Government employee qualified to vote at such election may exercise his right to vote, but where he does so, he shall give no indication of the manner in which he proposes to vote or has voted :
- (ii) a Government employee shall not be deemed to have contravened the provisions of his sub-rule by reason only that he assists in the conduct of an election in the due performance of a duty imposed on him by or under any law for the time being in force.

Explanation.—The display by a Government employee on his person, vehicle or residence of any electoral symbol shall amount to using his influence in connection with an election within the meaning of this sub-rule.

6. Joining of Associations by Government employees.—No Government employee shall join, or continue to be a member of, an association the objects or activities of which are prejudicial to the interest of the sovereignty and integrity of India or public order or morality.

7. Demonstration and Strikes.—No Government employees shall :—

- (i) engage himself or participate in any demonstration which is prejudicial to the interests of the sovereignty and integrity of India, the security of the State, friendly relations with foreign State, public order, decency or morality or which involves contempt of court, defamation or incitement to an offence, or
- (ii) resort to or in any way abet any form of strike in connection with any matter pertaining to his service or any other Government employee.

8. Connection with Press or Radio.—(1) No Government employee shall, except with the previous sanction of the Government, on wholly or in part, or conduct or participate in the editing or management of, any newspaper or other periodical publication.

*(2) No Government employee shall except with the previous sanction of the Government or the prescribed authority or except in the bonafide discharge of his duties :—

- (a) publish a book himself or through a publisher, or contribute an article to a book or a compilation of articles ; or
- (b) participate in a radio broadcast or contribute an article or write a letter to a newspaper or periodical ;

either in his own name or anonymously or pseudonymously or in the name of any other person :

Provided that no such sanction shall be required.—

- (i) if such publication is through a publisher and is of a purely literary, artistic or scientific character ; or
- (ii) if such contribution, broadcast or writing is of a purely literary, artistic or scientific character.

***Provided further that the Government may withdraw at any time the sanction so granted if there are reasons to believe that the sanction is being misutilised after affording reasonable opportunity of being heard."

9. Criticism of Government.—No Government employee shall, in any radio broadcast or in any document published in his own name or anonymously; pseudonymously or in the name of any other person or in any communication to the press or in any public utterance make any statement of fact or opinion—

- (i) which has the effect of any adverse criticism of any current recent policy or action of the Government of India, Government of **Haryana or any other State Government ;
- (ii) which is capable of embarrassing the relations between the Government of *Hayana and the Government of India or the Government of any other State in India ; or
- (iii) which is capable of embarrassing the relations between the Government of India or the Govt of *Haryana and the Government of any foreign State ;

Provided that nothing in this rule shall apply to any statements made or views expressed by a Government employee in his official capacity or in the due performance of the duties assigned to him.

10. Evidence before committee or an other authority,—(1) Save as provided in sub-rule (3), no Government employee shall except with the previous sanction of the Government, give evidence in connection with any enquiry conducted by any person, committee or authority.

(2) Where any sanction has been accorded under sub-rule (1) no Government employee giving such evidence shall criticise the policy or any action of the Government of India, Government of *Haryana or any other state Government.

(3) Nothing in this rule shall apply to—

- (a) evidence given at enquiry before an authority appointed by the Government, Parliament or a State Legislature ; or
- (b) evidence given in any judicial enquiry ; or
- (c) evidence given at any departmental enquiry ordered by authorities subordinate to the Government.

*Substituted vide Haryana Government Notification No. G.S.R. 67/Const./Art. 309/ Amd.(2) 68, dated 21st August, 1968.

**Added vide Haryana Govt. Notification No. G.S.R. 29/Const./Art. 309, 318 and 187/ Amd.(1), 87, dated the 31d April, 1987

11. Unauthorised Communication of the information.—No Government employee shall except in accordance with any general or special order of the Government or in the performance in good faith of the duties assigned to him, communicate, directly or indirectly, any official document or any part thereof; or information to any Government employee or any other person to whom he is not authorised to communicate such document or information.

Explanation.—Quotation by a Government employee (in his representation to the Head office or Head of Department or Governor) of or from any letter, circular or office memorandum, or from the notes on any file, to which he is not authorised to have access, or from which he is not authorised to keep in his personal custody or for personal purposes, shall amount to unauthorised communication of information within the meaning of this rule.

12. Subscriptions.—No Government employee shall, except with the previous sanction of the Government or of the prescribed authority, ask for or accept contributions to or otherwise associate himself with the raising of any funds or other collections in cash or in kind in pursuance of any object whatsoever.

*13. Gifts.—(1) Save as otherwise provided in these rules, no Government employee shall accept or permit any member of his family or any other person acting on his behalf to accept, any gift.

Explanation.—The expression "gift" shall include, free transport, boarding, lodging or other service or any other pecuniary advantage when provided by any other person other than a near relative or personal friend having no official dealings with the Government employee.

Note.—(i) A casual meal, gift or other social hospitality shall not be deemed to be a gift.

Note.—(ii) A Government employee shall avoid accepting lavish hospitality or frequent hospitality from any individual having official dealings with from industrial or commercial firms, organisations, etc.

***“(2) On Occasions such as weddings, anniversaries, functions or religious functions, when the making of a gift is in conformity with prevailing religious or social practice, a Government employee may accept gifts from his near relatives and friends but he shall make a report to the Government if the value of any such gift exceeds Rs. 500.”

“(3) In any other case, a Government employee shall not accept, or permit any member of his family or any other person acting on his behalf to accept any gift without the sanction of the Government, if the value thereof exceeds—

- (i) Rs. *100.00 in the case of a Government employee holding any class I or class II post ; and

*Amended vide Haryana Govt. Notification No. G.S.R. 10/Const./Arts. 309, 318 and 187/Amd.(1)/77, dated the 14th January, 1977.

**Substituted vide Haryana Govt. Notification No. G.S.R. 29/Const./Arts. 309, 318 and 187/Amd.(1)/87, dated 3rd April 1987

- (ii) Rs. *50.00 in the case of a Government employee holding any class III or Class IV post."

****13-A** prohibition of dowry—No Government employee shall—

- (i) give or take or abet the giving or taking of dowry ; or
- (ii) demand, directly or indirectly, from the parents or guardian of a bride or bridegroom, as the case may be, any dowry.

Explanation—for the purpose of this rule, "dowry" has the same meaning as in the Dowry Prohibition Act, 1961 (28 of 1961), as amended in its applicable to the State of Haryana.

14. Public demonstration in honour of Government employees.—No Government employee shall, except* with the previous sanction of the Government received any complimentary or valedictory address or accept any testimonial or attend any meeting or entertainment held in his honour or in the honour of any other Government employee :

Provided that nothing in this rule shall apply to—

- (a) a farewell entertainment of a substantially private and informal character held in honour of a Government employee or any other Government employee on the occasion of his retirement or transfer of any person who has recently quit the service of any Government; or
- (b) the acceptance of simple and inexpensive entertainment arranged by public bodies or institutions.

Note—Exercise of pressure or influence of any sort on any Government employee to induce him to subscribe towards any farewell entertainment even if it is of a substantially private or informal character, and the collection of subscriptions from Class III or Class IV employees under any circumstances for the entertainment of any Government employee not belonging to class II or Class IV, is forbidden.

15. Private trade or Employment (1) No Government, employee shall except with the previous sanction of the Government, engage directly or indirectly in any trade or business or negotiate for, or under-take, any other employment;

Provided that a Government employee may, without such sanction under-take honorary work of a social or charitable nature or occasional work of artistic or scientific character subject to the conditions that—

- (i) he shall, within a period of one month of his undertaking any such work, report to the Government giving full details.
- (ii) his official duties do not thereby suffer ;
- (iii) he shall discontinue any such work if so directed by the Government :

*Substituted vide Haryana Government Notification No. G. S. R. 29/Const./Art. 309, 318 and 187/Amd. (1)/87, dated the 14th January, 1977.

**Added by Haryana Gov notification. No. G.S.R. 10/Const./Art. 309, 318 and (1)/87 dated 14th January 1977.

Provided further that, if the undertaking of any such work involves holding of an elective office, he shall not seek election to any such office without the previous sanction of the Government.

Explanation—Canvassing by a Government employee—

- (i) in support of the business of insurance agency, commission agency, etc., owned or managed by his wife or any other member of his family; or
- (ii) for a candidate for an elective office referred to in the second proviso, shall be deemed to be a breach to this sub-rule.

(2) Every Government employee shall report within one month* to the Government if any member of his family is engaged in a trade or business or owns or manages an insurance agency or commission agency.

(3) No Government employee shall, without the previous sanction of the Government, except in the discharge of his official duties, take part in the registration, promotion or management of any bank or other company which is required to be registered under the Companies Act, 1956 Act. (1) of 1956, or any other law for the time being in force or any co-operative society for commercial purposes :

Provided that a Government employee may take part in the registration, promotion or management of a co-operative society substantially for the benefit of Government employees or of a literary, scientific or charitable society registered under the Societies Registration Act, 1860 (21 of 1860) or any corresponding law in force, subject to the conditions that—

- (i) he shall, within a period of one month of his taking part in such activity, report to the Government giving full details ;
- (ii) his official duties do not thereby suffer ;
- (iii) he shall discontinue taking part in any such activity if so directed by the Government ;

Provided further that, if taking part in any such activity involves holding of an elective office, he shall not seek election to any such office without the previous sanction of the Government.

Explanation I.—A “co-operative society” means a society registered, or deemed to be registered under the Co-operative Societies Act 1912. (2 of 1912)

or any other law relating to co-operative societies for the time being in force in any State.

Explanation II.—Canvassing for a candidate for an elective office referred to in the second proviso shall be deemed to be breach of this sub-rule.

*Substituted vide Haryana Govt. Notification No. G.S.R. 29/Const./Arts. 309, 318 and 187/Amd. (1) 187, dated the 3rd April, 1987.

(4) No Government employee shall accept any fee for any work done by him for any public body or any private person without the sanction of the prescribed authority."

16. Investment, lending and borrowing.—(1) No Government employee shall speculate in any stock, share or other investment.

Explanation.—Frequent purchase or sale or both of shares securities or other investments shall be deemed to be speculation within the meaning of this sub-rule.

(2) No Government employee shall make, or permit any member of his family or any person acting on his behalf to make any investment which is likely to embarrass or influence him in the discharge of his official duties.

(3) If any question arises whether any transaction is of the nature referred to in sub-rule (1) or sub-rule (2), the decision of the Government thereon shall be final.

(4) (i) No Government employee shall save in the ordinary course of business with a bank or a firm of standing duly authorised to conduct banking business, either himself or through any member of his family or any other person acting on his behalf :—

(a) lend or borrow money as principal or agent, to or from any person within the local limits of his authority or with whom he is likely to have official dealings, or otherwise place himself under any pecuniary obligation to such person, or

(b) lend money to any person at interest or in a manner whereby return in money or in kind is charged or paid :

** "Provided that a Government employee may, give to or accept from a relative or a personal friend purely temporary one of a small amount free of interest, or operate a credit account with a bonafide tradesman, or make an advance of pay to his private employee but such amount shall not exceed twelve months emoluments for the construction of house or purchase of built up house and six months emoluments for the purchase of conveyance and other purposes."

*Provided further that a Government employee may, with the previous sanction of the Government, enter into any transaction referred to in sub-clause (a) or sub-clause (b)".

(ii) When a Government employee is appointed or transferred to a post of such nature as would involve him in the breach of any of the provisions of

*Inserted vide Haryana Govt. Notification No. G. S. R. 123/Const./Art./339, 318 and 187/Admn.(I)/76, dated the 14th May, 1976.

**Substituted vide Haryana Govt. Notification No. G. S. R. 23/Const./Art./309, 318 and 187/Admn.(I) 91, dated 57th March, 1991.

sub-rule (2) or sub-rule (4), he shall forthwith report the circumstances to the prescribed authority and shall there after act in accordance with such order as may be made by such authority.

17. Insolvency and habitual indebtedness.—A Government employee shall so manage his private affairs as to avoid habitual indebtedness, or insolvency. A Government employee against whom any legal proceedings is instituted for the recovery of any debt due from him or for adjudging him as an insolvent shall forthwith report the full facts of the legal proceeding to the Government.

Note.—The burden of proving that the insolvency or indebtedness was the result of circumstances which with the exercise of ordinary diligence, the Government employee could not have foreseen, or over which he had no control, and had not proceeded from extravagant or dissipated habits, shall be upon the Government employee.

18. Movable, immovable and valuable property.—*(1) Every Government employee shall on his first appointment to any service or post and thereafter at such intervals as may be specified by the Government submit a return of his assets and liabilities, in such form as may be prescribed by the Government, giving the full particulars regarding—

- (a) "(a) the immovable property inherited, owned, acquired or held on lease or mortgage, by him or his spouse or any member of his family, either in their own name or in the name of any other person :
- (b) Shares, debentures and cash including bank deposits inherited or similarly owned, acquired or held by him or his spouse or any other member of his family ;
- (c) Other movable property inherited or similarly owned, acquired or held by him or his spouse or any other member of his family : and
- (d) Debts and other liabilities incurred directly or indirectly by him or his spouse or any other member of his family." ;

Note.—I Sub-rule (1) shall not ordinarily apply to Class IV employees, but the Government may direct that it shall apply to any such Government employee or class of such Government employees.

Note.—II In all returns the value of items of movable property worth less than Rs. 1,000/- may be added and shown as a lump sum. The value of articles of daily use such as clothes, utensils, crockery, books, etc., need not be included in such return.

Note.—III Every Government employee who is in service on the date of the commencement of these rules shall submit a return under this sub-rule on or before such date as may be specified by the Government after such commencement.

(2) No Government employee shall except with the previous knowledge of the prescribed authority, acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift or otherwise either in his own name or in the name of any member of his family ;

Provided that the previous sanction of the prescribed authority shall be obtained by the Government employee if any such transaction is—

- (i) with a person having official dealings with the Government employee or
- (ii) otherwise than through a regular or reputed dealer,

** (3) where a Government employee enters into a transaction in respect of movable property either in his own name or in the name of a member of his family, he shall within one month from the date of such transaction, report the same to the prescribed authority, if the value of such property exceeds Rs. 10,000."

Provided that the previous sanction of the prescribed authority shall be obtained if any such transaction is—

- (i) with a person having official dealings with the Government employee ;or
- (ii) otherwise than through a regular or reputed dealer."

(4) The Government or the prescribed authority may at any time, by general or special order, require a Government employee to furnish, within a period specified in the order, a full and complete statement of such movable or immovable property held or acquired by him on his behalf or by any member of his family as may be specified in the order. Such statement shall, if so, required by the Government or by the prescribed authority, include the details of the means by which, or the source from which, such property was acquired.

(5) The Government may exempt any category of Government employee[†] belonging to Class III or Class IV from any of the provisions of this rule except sub-rule (4). No such exemption shall, however, be made without the concurrence of the Chief Secretary to Government, *Haryana.

Explanation.—For the purpose of this rule—

- (1) The expression "movable property" includes—

- (i) Jewellery, insurance policies, the annual premia of which exceed *Rs. 10,000 or one sixth of the total annual emoluments received from Government which ever is less, shares, securities and debentures ;
- (ii) loans and advances by such Government employee whether secured or not ; and

*Substituted by Haryana Government Notification No. G.S.R. 67/Const./Art. 309/Amd. (2)/68, dated the 21st August, 1968.

**Substituted vide Haryana Government Notification No. G.S.R. 93/Const./Arts. 309, 318 and 187/Amd. 1/75, dated 1st August, 1975.

***Substituted vide Haryana Government Notification No. G.S.R. 29/Const./Arts. 309, 318 and 187/Amd. (i)/87, dated the 3rd April, 1987.

(iii) motor cars, motor cycles, horses, or any other means or conveyance and

(iv) refrigerators, radios, radiograms and other electronic goods.

(2) "Prescribed Authority" means—

(a) (i) the Government in the case of a Government employee holding any Class I post except where any lower authority is specified by the Government for any purpose ;

(ii) head of Department in the case of a Government employee holding any Class II post ;

(iii) head of Office, in the case of a Government employee holding any Class III or Class IV post ;

(iv) The Chairman of the *Haryana Legislative Council in the case of Secretary of the said Council and the Secretary in the case of all other employees of the Legislative Council ;

(v) the Speaker of the **Haryana Vidhan Sabha in the case of the Secretary of the said Sabha and the Secretary in the case of all other employees of the Vidhan Sabha.

(b) in respect of a Government employee on foreign service or on deputation to any other Department or any other Government, the Parent department on the cadre of which such Government employee is borne to the department to which he is administratively subordinate as member of that cadre.

19. (1) Vindication of Acts and Character of Government employees—

No Government employee shall, except with the previous sanction of the Government have recourse to any court or to the press for vindication of any official act which has been the Subject matter of adverse criticism or on attack of a defamatory character.

(2) Nothing in this rule shall be deemed to prohibit a Government employee from vindicating his private character or any act done by him in his private capacity and where any action for vindicating his private character or any act done by him in private capacity is taken, the Government employee shall submit a report to the prescribed authority regarding such action.

"20. Canvassing.—No Government employee shall bring or attempt to bring any political or other influence to bear upon any superior authority to further his interests in respect of a matter pertaining to his service under the Government."

*Deleted vide Haryana Government Notification Number G.S.R. 67/Const. Art. 309/Amd. (2) 68, dated 21 August, 1968.

**Substituted by Haryana Government Notification No. G.S.R. 67/Const./Art. 309/Amd. (2) /68, dated the 21st August, 1968.

***Substituted vide Haryana Government Notification No. G.S.R. 29/Const./Arts. 309, 318 and 187/Amd. (1)/17, dated the 3rd April, 1987

*21. Bigamous Marriages.—(1) No Government employee shall enter into, or contract, a marriage with a person having a spouse living ; and

(2) No Government employee, having a spouse living shall enter into, or contract, a marriage with any person :

Provided that the State Government may permit a Government employee to enter into, or contract, any such marriage as is referred to in sub-rule (1) or sub-rule (2), if it is satisfied that—

- (a) Such marriage is permissible under the personal law applicable to such Government employee and the other party to the marriage ; and
- (b) there are other grounds for so doing”.

**22. Consumption* of intoxicating drinks and drugs.—A Government employee shall—

- (a) strictly abide by any law relating to intoxicating drink or drugs in force in any area in which he may happen to be for the time being ;
- (b) take due care that the performance of his duties is not affected in any way by the influence of any intoxicating drinks or drugs ;
- (c) not consume intoxicating drinks or drugs in public ;
- (d) not appear in a state of intoxication in a public place ;
- (e) not be present on duty in a state of intoxication ; and
- (f) not habitually use any intoxicating drinks or drugs to excess”

23. Interpretation.—If any question arises relating to the interpretation of these rules, it shall be referred to the Chief Secretary to Government, ***Haryana whose decision thereon shall be final.

24. Delegation of power.—The Government may, by general or special order, direct that any power exercisable by it or any head of department under these rules (except the powers under rule 23 and this rule) shall subject to such conditions, if any, as may be specified in the order, be exercisable also by such officer or authority as may be specified in the order.

*Substituted vide Haryana Government Notification No. G.S.R. 10/Const./ Arts 309/318 and 187/Amd. (1)/77, dated the 14th January, 1977.

**Substituted vide Haryana Government Notification No. G.S.R. 10/Const./Arts. 309,318 and 187/Amd. (1)/77, dated the 14th January, 1977.

***Dated vide Haryana Government Notification Number G.S.R. 194/Const/Art, 309 Amd and 72 dated the 10th August 1972.

25. Repeal and saving.—Any rules corresponding to the see rules in force immediately before the commencement of these rules and applicable to the Government employees to whom these rules apply are hereby repealed.

Provided that any order made or action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules

SAROOP KRISHAN,

Chief Secretary to Government,
Haryana.

[Authorised English Translation]

HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
(GENERAL SERVICES)

Notification

The 11th June, 1999

No. G.S.R. 60/Const./Art. 187, 309 and 318/99.—In exercise of the powers conferred by the proviso to article 309 and clause (b) of article 318, read with clause (3) of article 187 of the Constitution of India, the Governor of Haryana after consultation with the Speaker of Haryana Legislative Assembly, in so far as such consultation is necessary under the aforesaid provisions, hereby makes the following rules further to amend the Punjab Government Employees (Conduct) Rules, 1966, in their application to the State of Haryana, namely:—

1. These rules may be called the Punjab Government Employees (Conduct) Haryana Amendment Rules, 1999.

2. In the Punjab Government Employees (Conduct) Rules, 1966, after rule 3, the following rules shall be inserted, namely:—

“3A. Prohibition of sexual harassment of working women.—
(1) No Government employee shall indulge in any act of sexual harassment of any woman at her work place.

(2) Every Government employee who is incharge of a work place shall take appropriate steps to prevent sexual harassment to any woman at such work place.

Explanation.—For the purpose of this rule, “sexual harassment” includes such unwelcome sexually determined behaviour, whether directly or otherwise, as:—

- (a) physical contact and advances;
- (b) demand or request for sexual favours;
- (c) making any sexually coloured remarks;
- (d) showing any pornographic material ; and
- (e) any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.”.

RAM S. VERMA,

Chief Secretary to Government, Haryana.

हरियाणा सरकार

सामान्य प्रशासन विभाग

(सामान्य सेवाएं)

अधिसूचना

दिनांक 11 जून, 1999

संख्या सा० का० नि० 60/संवि०/अनु० 187, 309 तथा 318/99.— भारत के संविधान के अनुच्छेद 187 के खण्ड (3) के साथ पठित अनुच्छेद 309 के परस्पर तथा अनुच्छेद 318 के खण्ड (ख) द्वारा प्रदान की गई शक्तियों का प्रयोग करते हुए, हरियाणा के राज्यपाल, हरियाणा विधान मण्डल के अध्यक्ष से परामर्श के बाद, जहाँ तक ऐसा परामर्श पूर्वोक्त उपबन्धों के अधीन आवश्यक है, इसने द्वारा पंजाब सरकार, कर्मचारी (आचरण) नियम, 1966, को हरियाणा राज्याय में आगे संशोधित करने के लिये निम्नलिखित नियम बनाते हैं, अर्थात् :—

1. ये नियम पंजाब सरकार, कर्मचारी (आचरण) हरियाणा संशोधन नियम, 1999, कहे जा सकते हैं।

2. पंजाब सरकार, कर्मचारी (आचरण) नियम, 1966 में, नियम 3 के बाद, निम्नलिखित नियम रखा जाएगा, अर्थात् :—

“3क. कामकाजी महिलाओं के यौन-उत्पीड़न का निषेध.—(1) कोई भी सरकारी कर्मचारी किसी भी महिला के कार्य-स्थल पर, उसके यौन उत्पीड़न के किसी भी कार्य में संलिप्त नहीं होगा।

(2) प्रत्येक सरकारी कर्मचारी, जो किसी कार्य स्थल का प्रभारी हो, उस कार्य-स्थल पर किसी भी महिला के यौन उत्पीड़न को रोकने के उपयुक्त कदम उठाएगा।

स्पष्टीकरण.—इस नियम को प्रयोजन के लिये “यौन-उत्पीड़न” में प्रत्यक्षतः या अन्यथा काम-वासना से प्रेरित कोई ऐसा अशोभनीय व्यवहार शामिल है, जैसे कि :—

(क) शारीरिक स्पर्श तथा कामोदीप्त प्रणय सम्बन्धी चेष्टाएं;

(ख) यौन स्वीकृति की मांग अथवा प्रार्थना;

(ग) काम-वासना प्रेरित फटियां कसना;

(घ) किसी कामोत्तेजक कार्य-व्यवहार, सामग्री का प्रदर्शन; या

(च) यौन सम्बन्धी कोई भी अन्य अशोभनीय शारीरिक, मौखिक या सांकेतिक आचरण।”।

राम एस. वर्मा,

मुख्य सचिव, हरियाणा सरकार।

हरियाणा सरकार

सामान्य प्रशासन विभाग

(सामान्य सेवाएं)

अधिसूचना

दिनांक 10 मार्च, 2000

संख्या सा० का० नि० श्र/सवि०/अनु० 187, 309 तथा 318/2000.—भारत के संविधान के अनुच्छेद 187 के खण्ड (3) के साथ पठित अनुच्छेद 309 के परन्तुक तथा अनुच्छेद 318 के खण्ड (ख) द्वारा प्रदान की गई शक्तियों का प्रयोग करते हुए, हरियाणा के राज्यपाल, हरियाणा विधान मण्डल के अध्यक्ष से परामर्श के बाद जहां तक ऐसा परामर्श पूर्वक उपबन्धों के अधीन आवश्यक है, इसके द्वारा, पंजाब सरकार, कर्मचारी (आचरण) नियम, 1966, को हरियाणा राज्यार्थ आगे संशोधित करने के लिए निम्नलिखित नियम बताते हैं, अर्थात्:—

1. ये नियम पंजाब सरकार, कर्मचारी (आचरण) हरियाणा संशोधन नियम, 2000, कहे जा सकते हैं ।

2. पंजाब सरकार, कर्मचारी (आचरण) नियम, 1966 में, नियम 6 के बाद, निम्नलिखित नियम रखा जाएगा, अर्थात्:—

“6 क. खेल संघों के सदस्य/पदाधिकारी बनने की सीमा:— कोई भी सरकारी कर्मचारी ऐसे किसी एक से अधिक संघ का राज्य स्तर पर तथा राष्ट्रीय स्तर पर एक से अधिक का सदस्य/पदाधिकारी नहीं होगा जिसके लक्ष्य या उद्देश्य खेलों की तरक्की से सम्बन्धित हों । इसके अतिरिक्त खेल विभाग के कर्मचारी राज्य स्तर पर केवल किसी एक संघ के तथा राष्ट्रीय स्तर पर केवल एक के सदस्य/पदाधिकारी बन सकते हैं और वह भी केवल अपनी विशिष्टता/शिक्षा के क्षेत्र में ।” ।

राम एस० बर्मा,

मुख्य सचिव, हरियाणा सरकार ।

[Authorised English Translation]

HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
(GENERAL SERVICES)

Notification

The 10th March, 2000

No. G.S.R. 9/Const./Art. 187, 309 and 318/2000.—In exercise of the powers conferred by the proviso to article 309 and clause (b) of article 318 read with clause (3) of article 187 of the Constitution of India, the Governor of Haryana, after consultation with the Speaker of Haryana Legislative Assembly, in so far as such consultation is necessary under the aforesaid provisions, hereby makes the following rules further to amend the Punjab Government Employees (Conduct) Rules, 1966, in their application to the State of Haryana, namely:—

1. These rules may be called the Punjab Government Employees (Conduct) Haryana Amendment Rules, 2000.
2. In the Punjab Government Employees (Conduct) Rules, 1966, after rule 6, the following rule shall be inserted, namely:—

“6A.—Limit to be a member/office bearer of sports association.—No Government employee will be a member/office bearer of more than one such association at State level and one at National level the aims or objectives of which relate to promotion of sports. Furthermore, the employees of the Sports Department may become member/office bearer of only one association at State level and one at National Level that too in the area of their own speciality/discipline.”.

RAM S. VARMA,

Chief Secretary to Government, Haryana.

हरियाणा सरकार

सामान्य प्रशासन विभाग

(सामान्य सेवाएं)

अधिसूचना

दिनांक 16 फरवरी, 2001

संख्या सां० का० नि० 5/संवि०/अनु 187, 309 तथा 318/2001.—भारत के संविधान के अनुच्छेद 187 के खण्ड (3) के साथ पठित अनुच्छेद 309 के परन्तुक तथा अनुच्छेद 318 के खण्ड (ख) द्वारा प्रदान की गई शक्तियों तथा इस निमित्त उन्हें समर्थ बनाने वाली सभी अन्य शक्तियों का प्रयोग करते हुए, हरियाणा के राज्यपाल, हरियाणा विधान मण्डल के अध्यक्ष से परामर्श के बाद, जहां तक ऐसा परामर्श पूर्वोक्त उपबन्धों के अधीन आवश्यक है, इसके द्वारा, पंजाब सरकार कर्मचारी (आचरण) नियम, 1966, को हरियाणा राज्यार्थ आगे संशोधित करने के लिए निम्नलिखित नियम बनाते हैं, अर्थात् :—

1. ये नियम पंजाब सरकार, कर्मचारी (आचरण) हरियाणा संशोधन नियम, 2001, कहे जा सकते हैं।

2. पंजाब सरकार, कर्मचारी आचरण नियम, 1966 में, नियम 22 के बाद, निम्नलिखित नियम रखा जाएगा, अर्थात् :—

“22-क 14 वर्ष से कम आयु के बालकों के नियोजन के सम्बन्ध में प्रतिषेध कोई भी सरकारी नियोजक घरेलू ढीकर के रूप में 14 वर्ष से कम आयु के किसी बालक को नियोजित नहीं करेगा।”।

एल० एम० गोयल,

मुख्य सचिव, हरियाणा सरकार।

[Authorised English Translation]

HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
(GENERAL SERVICES)

Notification

The 16th February, 2001

No. G.S.R. 5/Const./Art.187, 309 and 318/2001.—In exercise of the powers conferred by the proviso to article 309 and clause (b) of article 318, read with clause (3) of article 187 of the Constitution of India and all other powers enabling him in this behalf, the Governor of Haryana, after consultation with the Speaker of Haryana Legislative Assembly, in so far as such consultation is necessary under the aforesaid provisions, hereby makes the following rules further to amend the Punjab Government Employees (Conduct) Rules, 1966 in their application to the State of Haryana, namely :—

1. These rules may be called the Punjab Government Employees (Conduct Haryana Amendment Rules, 2001.
2. In the Punjab Government Employees (Conduct) Rules 1966, after rule 22, the following shall be inserted, namely :—

“22-A Prohibition regarding employment of children below 14 years of age.—No Government employer shall employ any child below the age of 14 years as domestic help.”.

L. M. GOYAL,

Chief Secretary to Government Haryana.

भाग III

हरियाणा सरकार

सामान्य प्रशासन विभाग

(सामान्य सेवाएं)

अधिसूचना

दिनांक 6 फरवरी, 2009

संख्या सांका०नि० 4/संवि०/अनु० 187, 309 तथा 318/2009.—भारत के संविधान के अनुच्छेद 187 के खण्ड (3) के साथ पठित अनुच्छेद 309 के परन्तुक तथा अनुच्छेद 318 के खण्ड (ख) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, हरियाणा के राज्यपाल, जहां तक ऐसा परामर्श पूर्वोक्त उपबन्धों के अधीन आवश्यक है, हरियाणा विधान सभा के अध्यक्ष से परामर्श के बाद, इसके द्वारा, पंजाब सरकारी कर्मचारी (आचरण) नियम, 1966 को हरियाणा राज्यार्थ आगे संशोधित करने के लिए निम्नलिखित नियम बनाते हैं, अर्थात् :—

1. ये नियम पंजाब सरकार कर्मचारी (आचरण) हरियाणा संशोधन नियम, 2009, कहे जा सकते हैं।

2. पंजाब सरकार कर्मचारी (आचरण) नियम, 1966 (जिन्हें, इसमें, इसके बाद उक्त नियम कहा गया है) में, नियम 11 के स्थान पर, निम्नलिखित नियम प्रतिस्थापित किया जाएगा, अर्थात् :—

“11. कार्यालय सूचना का सम्प्रेषण.—प्रत्येक सरकारी कर्मचारी, सद्भावपूर्वक अपने कर्तव्यों के अनुपालन में, किसी लोक सदस्य या किसी संगठन को परिपूर्ण तथा सही सूचना संसूचित करेगा, जो सूचना का अधिकार अधिनियम, 2005 (2005 का 22) के अधीन प्रकट की जा सकती है।

व्याख्या—इस नियम की किसी बात का यह अर्थ नहीं लगाया जाएगा कि यह किसी अप्राधिकृत रीति में वर्गीकृत सूचना संसूचित करने या किसी सरकारी कर्मचारी या अन्य के अनुचित लाभ के लिए अनुमति देता है।”

3. उक्त नियमों में, नियम 13 में,—

(i) उप-नियम (2) में, “500 रुपये” अंकों तथा शब्दों के स्थान पर “4,000 रुपये” अंक, चिह्न तथा शब्द प्रतिस्थापित किये जायेंगे।

(ii) उप-नियम (3) में,—

(क) खण्ड (i) में, “100.00 रुपये” अंकों तथा शब्दों के स्थान पर,

“1,000.00 रुपये” अंक, चिह्न तथा शब्द प्रतिस्थापित किये जायेंगे; तथा

(ख) खण्ड (ii) में, “50.00 रुपये” अंकों तथा शब्दों के स्थान पर, “500.00 रुपये” अंक, चिह्न तथा शब्द प्रतिस्थापित किये जायेंगे।

4. उक्त नियमों में, नियम 18 में, उप-नियम (2) तथा (3) के स्थान पर, निम्नलिखित उप-नियम प्रतिस्थापित किए जाएंगे, अर्थात् :—

“(2) कोई भी सरकारी कर्मचारी या उसके परिवार का कोई आश्रित सदस्य, विहित प्राधिकारी की पूर्व जानकारी के सिवाय, अपने नाम से या उसके परिवार के किसी आश्रित सदस्य के नाम से पट्टे, बन्धक, खरीद, बिक्री, दान द्वारा या अन्यथा से अर्थात् किसी भी अचल सम्पत्ति को अर्जित नहीं करेगा या उसका निपटान नहीं करेगा :

परन्तु सरकारी कर्मचारी द्वारा विहित प्राधिकारी की पूर्व स्वीकृति प्राप्त की जायेगी, यदि कोई ऐसा संव्यवहार —

- (i) किसी ऐसे व्यक्ति के साथ जिसका सरकारी कर्मचारी के साथ शासकीय व्यवहार है; या
- (ii) नियमित या विख्यात व्यवहारी के माध्यम से अन्यथा;

(3) जहां कोई सरकारी कर्मचारी या उसके परिवार का कोई आश्रित सदस्य या तो अपने नाम से या अपने परिवार के किसी आश्रित सदस्य के नाम से चल सम्पत्ति के सम्बन्ध में संव्यवहार करता है, तो वह ऐसे संव्यवहार की तिथि से एक मास के भीतर उसकी सूचना विहित प्राधिकारी को देगा, यदि ऐसी सम्पत्ति का मूल्य 50,000/- रुपये से अधिक है :

परन्तु सरकारी कर्मचारी द्वारा विहित प्राधिकारी की पूर्व स्वीकृति प्राप्त की जायेगी, यदि कोई ऐसा संव्यवहार—

- (i) किसी ऐसे व्यक्ति के साथ जिसका सरकारी कर्मचारी के साथ शासकीय व्यवहार है; या
- (ii) नियमित या विख्यात व्यवहारी के माध्यम से अन्यथा ।”।

धर्म वीर,

मुख्य सचिव, हरियाणा सरकार।

[Authorised English Translation]

HARYANA GOVERNMENT

GENERAL ADMINISTRATION DEPARTMENT

(GENERAL SERVICES)

Notification

The 6th February, 2009

No. G.S.R. 4/Const./Art. 187, 309 and 318/2009.—In exercise of the powers conferred by the proviso to article 309 and clause (b) of article 318 read with clause (3) of article 187 of the Constitution of India, the Governor of Haryana after consultation with the Speaker of Haryana Legislative Assembly, in so far as such consultation is necessary under the aforesaid provisions, hereby makes the following rules further to amend the Punjab Government Employees (Conduct) Rules, 1966, in their application to the State of Haryana, namely :—

1. These rules may be called the Punjab Government Employees (Conduct) Haryana Amendment Rules, 2009.

2. In the Punjab Government Employees (Conduct) Rules, 1966 (hereinafter called the said rules), for rule 11, the following rules shall be substituted, namely :—

“11. Communication of official Information.—Every Government employee shall, in performance of his duties in good faith, communicate to a member of public or any organisation full and accurate information, which can be disclosed under the Right to Information Act, 2005 (22 of 2005).

Explanation—Nothing in this rule shall be construed as permitting communication of classified information in an unauthorised manner or for improper gains to a Government servant or others.”.

3. In the said rules, in rule 13,—

(i) in sub-rule (2), for the letters, sign and figures “Rs. 500”, the letters, signs and figures “Rs. 4,000” shall be substituted;

(ii) in sub-rule (3),—

(a) in clause (i), for the letters, sign and figures “Rs. 100.00”, the letters, signs and figures “Rs. 1,000.00” shall be substituted; and

(b) in clause (ii), for the letters, sign and figures “Rs. 50.00” the letters, signs and figures “Rs. 500.00” shall be substituted.

4. In the said rules, in rule 18, for sub-rule (2) and (3), the following sub-rules shall be substituted, namely :—

“(2) No Government employee or any dependent member of his family shall except with the previous knowledge of the prescribed authority, acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift or otherwise either in his own name or in the name of any dependent member of his family :

Provided that the previous sanction of the prescribed authority shall be obtained by the Government employee if any such transaction is—

- (i) with a person having official dealings with the Government employee; or
- (ii) otherwise than through a regular or reputed dealer.

(3) Where a Government employee or any dependent member of his family enters into a transaction in respect of movable property either in his own name or in the name of a dependent member of his family, he shall within one month from the date of such transaction, report the same to the prescribed authority, if the value of such property exceeds Rs. 50,000/- :

Provided that the previous sanction of the prescribed authority shall be obtained if any such transaction is—

- (i) with a person having official dealings with the Government employee; or
- (ii) otherwise than through a regular or reputed dealer.”.

DHARAM VIR,

Chief Secretary to Government, Haryana.