

रक्षा लेखा विभाग
रक्षा मंत्रालय
भारत सरकार



DEFENCE ACCOUNTS DEPARTMENT
MINISTRY OF DEFENCE
GOVERNMENT OF INDIA

Through CGDA's Website

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Dated: 27th May 2016

To

All Principal Controllers/ Principal IFAs
All Controllers/ IFAs

Subject: Departmental Inquiries – Guidelines for the Inquiry Officers (IOs).

The undersigned is directed to state that guidelines for the Inquiry Officers had been issued by this HQrs. Office from time to time in the matter of conducting Departmental Inquiries. However, infirmities have been observed in a large number of inquiries. Any infirmity in the conduct of Departmental Inquiries may lead to adverse orders from Courts of Law. Hence, it is imperative on the part of Inquiry Officers conducting Departmental Inquiries that due process of law as laid down in Central Civil Services (Classification, Control and Appeal) Rules, 1965 is followed by them. To facilitate the Inquiry Officers, an Annexure containing do's and don'ts is appended to this letter which may guide them in Departmental Inquiries. It may kindly be noted that these guidelines are illustrative and not exhaustive. In case of doubt, relevant provisions of the Central Civil Services (Classification, Control and Appeal) Rules, 1965 read with Government of India's orders issued thereon from time to time may be referred to. Any suggestions for improvement of these guidelines are welcome.

Encl.: As above.


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