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To

The PCsDA/CsDA  
(Through website)

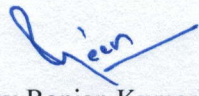
**Subject:** Monitoring of Criminal/Private case filed against Officials of the Department.

Of late, it is observed that various complaints are being received in HQrs Office alleging that a Criminal/Private case is pending against Officials of the Department. The progress and outcome of these cases needs to be closely monitored as it has bearing on service matter of the Official concerned.

2. It is therefore requested that status of such Criminal/Private case, need to be closely monitored by obtaining details of case from officials concerned from time to time. Further, it may be made clear to all the officials that it shall be the duty of the Govt. servant who may be convicted in a Criminal Court to inform his official superiors of the fact of his conviction and the circumstances connected therewith, as soon as it is possible for him/her to do so. Failure on the part of any Govt. servant so to inform his official superiors will be regarded as suppression of material information and will render him liable to disciplinary action on this ground alone, apart from the penalty called for on the basis of offence on which his conviction was based.

3. With regard to monitoring of such cases, it is further requested that in case, the Official concerned transferred to some other Organization, the case details may also be intimated to controlling Office (new office of posting) with a request to watch the further progress of such cases.

4. Further, as a onetime measure, details of such Criminal cases may be forwarded to HQrs Office for updation of our database. Thereafter, only fresh cases, if any, to be reported for our reference & record.

  
(Rajeev Ranjan Kumar)  
Dy. CGDA (Admin)

Copy to:

The IT & S Wing (Local) : For uploading on CGDA website.

Sd----  
(Rajeev Ranjan Kumar)  
Dy. CGDA (Admin)