

GOVERNMENT OF KERALA
General Administration (misc.) Department

CIRCULAR

No . 87274/M4/97/GAD

Dated, Thiruvananthapuram
18th October , 1997

Sub :- Office discipline – Restriction on the conduct of cultural Functions / related activities by Government servants during Office hours.

Some time ago during the last ONAM season, a report appeared in a news paper highlighting the fact that in a particular public office staff members connected with a cultural organization organized a cultural event including competitions , as part of ONAM season celebrations . This resulted in staff members, taking part in this even and as a consequence functioning of the offices suffered. This report clearly establishes that cultural activities organized during office hours would adversely affect functioning of Government Offices. Government therefore, viewed this report seriously and an enquiry was conducted. This enquiry established that the above mentioned press report was, by and large, based on facts. In order therefore to climate the possibility of this happening again, following instructions are issued :

- i) Prior permission of the Head of the departments / Officers would be – obtained before any function is organized in future in a public office even if such a function is being conducted after office hours. In so far as the Government Secretariate is concerned request for such a function will be processed and examined by the office of the Principal Secretary (General Administration Department) .
- ii) The Officer granting permission shall be personally responsible for ensuring that the function is held outside office hours and that the conduct of the function does not disturb normal functioning of the public office.

Any violation of these instructions will be viewed seriously.

The receipt of this circular may be acknowledged.

R.B.PATHAK,
Principal Secretary to Government

To

All Head of Departments and Offices .

Endt . on. B6 / 50349 / 97 dt . 9-12-97

Copy to all Chief Conservator of Forests / Conservator of Forests /
Deputy Conservator of Forests /Asst . Conservator of Forests /
Wildlife Wardens / Field Director , Kottayam / Principal , Kerala
Forest School , Walayar and Arippa for information .

Copy to PAS / CAS.

All Branch Officers / Section Heads

For CHIEF CONSERVATOR OF FORESTS (P)