



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्

अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110 001

COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH

Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

स्पीड पोस्ट/दस्ती

9 जून, 2008

संख्या
No. 15-6(82)/98-ओ एंड एम -II

प्रेषक
From

मुख्य सतर्कता अधिकारी
Chief Vigilance Officer

To

सीएसआईआर के सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों के निदेशक/प्रधान
The Directors/Heads of all National Labs./Instts. of CSIR

Sub: CCS (Conduct) Rules, 1964 – acceptance of international awards by Government servants

महोदय,

मैं आपकी सूचना, मार्गदर्शन एवं आवश्यक कार्यवाही हेतु उपरोक्त विषय पर भारत सरकार, कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय (कार्मिक और प्रशिक्षण विभाग) द्वारा दिनांक 12 फरवरी, 2008 को भेजे कार्यालय ज्ञापन सं. 11013/2/2008-स्था.(अ) को अग्रेषित कर रहा हूँ। कृपया इसकी प्रति सभी सम्बन्धित अधिकारियों को प्रदान की जाए।

I am to forward herewith a copy of the Office Memorandum No. 11013/2/2008-Estt.(A) of the Govt. of India, Ministry of Personnel, Public Grievances and Pensions (Deptt. of Personnel and Training) dated 12th February, 2008 on the subject cited above for your information, guidance and necessary action, with a request that the copies of the same may kindly be provided to all concerned.

भवदीय,

(अंजलि तिवारी)

मुख्य सतर्कता अधिकारी

संलग्न : यथोपरि

प्रतिलिपि :

1. सभी राष्ट्रीय प्रयोगशालाओं/संस्थानों के वरिष्ठ प्रशा. नियंत्रक/प्रशा. नियंत्रक/प्रशा. अधिकारी
2. अवर सचिव (के. कार्यालय)
3. उप सचिव (प्र. प्रशासन)
4. वरिष्ठ उप सचिव, सीएसआईआर कॉम्प्लैक्स
5. श्री ए. वाहिद, वैज्ञानिक, सूचना प्रौ. प्रभाग, सीएसआईआर वेबसाइट पर प्रसारित करने हेतु
6. कार्यालय प्रति

No. 11013/2/2008-Estt. (A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

North Block,
New Delhi,
Dated the 12th February, 2008

OFFICE MEMORANDUM

Subject : CCS (Conduct) Rules, 1964 – acceptance of international awards by Government servants.

The undersigned is directed to refer to the provisions of rule 14 of the CCS (Conduct) Rules, 1964 and the instructions issued thereunder vide DOPT's Office Memoranda Nos. 11013/2/99-Estt. (A) dated 24.02.1999 and 17.02.2000 on acceptance of awards by Government servants and to say that it has been decided that wherever the proposals relate to acceptance of international awards by the Government servants the following guidelines shall also be kept in view while considering the grant of permission :-

- (a) A Government servant should not strive to seek publicity or international recognition for securing such awards since such efforts could affect his functioning.
- (b) Specific prior permission of the Government shall be obtained by the Government servant.
- (c) Grant of permission shall be considered by the Government of India only in the case of proposals for acceptance of awards from foreign governmental organizations, international official bodies and academic institutions including universities.
- (d) The requests made by Government servants for permission for acceptance of awards shall be examined by the administrative Ministry in consultation with the Ministry of External Affairs.
- (e) The existing instructions on deputation / delegation abroad, on the need for political clearance/ FCRA clearance and approval of the Minister/Screening Committee may be kept in view while granting permission in the case of international awards.
- (f) Awards having monetary component will be discouraged but awards/testimonials in academic/literary/scientific fields would be liberally permitted.
- (g) If the award is accompanied by gifts or presents, the retention of the same by the recipient Government servant shall be governed by the instructions laid down in the then MHA's (DP&AR) O.M. No. 11013/4/76-Estt. (A) dated 27.08.1976.

2. All the Ministries/Departments are requested to bring the above guidelines for the notice of all concerned for information and compliance.

(P.PRABHAKARAN)
Deputy Secretary to the Government of India

completable by 27/2/08
for use by the v. p. division
since usual procedure
the cell (conduct) rules
for
US (6197)
27/2/08

27/2/08
27/2/08
27/2/08

To

All Ministries/Departments of the Government of India.

Copy forwarded to :

1. Comptroller and Auditor General of India, New Delhi
2. Lok Sabha Secretariat/Rajya Sabha Secretariat/Ministry of Parliamentary Affairs.
3. Union Public Service Commission, New Delhi.
4. President's Secretariat/Vice-President's Secretariat/Prime Minister's Office.
5. Election Commission of India, New Delhi.
6. Central Vigilance Commission, New Delhi.
7. Staff Selection Commission, New Delhi.
8. Central Bureau of Investigation, New Delhi.
9. Chief Secretaries of all State Governments/Union Territory Administrations.
10. All Attached and Subordinate Offices of the Ministry of Personnel, Public Grievances and Pensions
11. All Officers and Sections of the Ministry of Personnel, PG and Pensions

(200 spare copies).

(1D) Presents received by Government Servants from foreign dignitaries and foreign firms-Instructions regarding.

In suppression all the existing instructions on the above mentioned subject, the following Instructions will govern the receipt, retention and disposal of gifts received by Government servants from foreign dignitaries and foreign firms.

2. The presents received from foreign dignitaries will fall into two categories. The first category will include presents which are of symbolic nature, like a ceremonial sword, a ceremonial robe etc. Such gifts of symbolic nature may be retained by the recipients.

3. The second category of gifts would be those which are not of symbolic nature. It has been decided that such gifts may be retained by Government servants, if their value does not exceed Rs. 1,000/-. The following procedure may be followed in regard to such gifts which are marginal or in cases where the value apparently exceeds Rs. 1,000/- or where there is any doubt about their actual value :-

The Government servants shall report the receipt of such gifts to the Ministry/Department administratively concerned, indicating their approximate estimated value. The Ministry/Department concerned shall, in cases of doubt or in marginal cases where the estimated value borders on the prescribed limit Rs. 1,000/- or where the estimated value exceeds Rs. 1,000/- refer the case to the Toshakhana for valuation of gifts and also arrange to get such gifts deposited in the Toshakhana so that it can assess their value. On assessment of the value by Toshakhana, if the value of gift in marginal or doubtful case is found to be within the prescribed limit of Rs. 1,000 the gifts will be returned to the Ministry/Department for being handed over to the recipient. Gifts whose value is found to exceed the prescribed limit of Rs. 1,000 will be retained in the Toshakhana and the recipients of the gifts will have the option to purchase them from the Toshakhana by paying the difference between the value as estimated by the Toshakhana and Rs. 1,000/-.

4. As regards acceptance of gifts by Government servants from foreign firms, no permission is normally granted, save in exceptional circumstances, for acceptance of gifts made by firms, whether foreign or indigenous, with whom the Government servant concerned has had or has or is likely to have official dealings either directly or indirectly by virtue of his official position. Permission is also not normally granted for acceptance of gifts by Government servants from firms which are contracting firms with the Government of India, even if the contract is entered into by a

Ministry or Department other than the one in or under which the Government servant concerned is serving. The question of grant of permission for acceptance of gifts from a foreign firm would, therefore, normally arise only in those cases where the foreign firm concerned is neither a firm contracting with the Government of India nor one with which the Government servant concerned has had, or is likely to have official dealings and there is no reason to doubt the bona-fide of the gifts made by the foreign firm. In such cases, where it is proposed to grant permission for acceptance of the gift made by a foreign firm the procedure indicated in the preceding paragraphs regarding retention of the gifts made by foreign dignitaries should be followed.

[MHA DP & AR No. 11013/4/76-Estt.(A), dated 27.08.1976].

(5) Acceptance of awards by Government servants – Clarification regarding.

References are being received seeking clarification in the matter of acceptance of awards by Government servants. Attention, in this connection is invited to rule 14 of the CCS (Conduct) Rules which provides that "no Government servant shall, except with the previous sanction of the Government, receive 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 servant."

2. While there is no specific rule regarding the acceptance of awards conferred on officers by private organizations, however, the policy of the Government has been that if a Government servant has done any outstanding work, there are various methods open to Government itself to recognize his merits and service and it would not be appropriate for him to accept such an award from a private body. In some isolated cases, however, the acceptance of awards was not objected to where the body giving the award was highly respected and the award did not include any monetary component.

3. It is relevant to point out that the activities of the Government extend over wide ranging fields, some of which are well publicized and some are not; this could lead to an unintended preference in recognition for persons engaged in the former category which is not desirable. Some of the bodies which institute awards may also be involved in activities which may prove embarrassing for the Government. Moreover it has been accepted that a civil servant should not strive to seek publicity or public recognition since his job is to act in a fair manner within the framework of the policy laid down by the political executive, seeking awards instituted by Private bodies can affect such functioning. Finally, the achievement which may be attributed to a Government servant is almost always a result of coordinated efforts and thinking by a number of individuals and not the achievement of one person alone. Therefore, it is felt that, in general, awards sought to be given by private bodies and institutes to Government servants do not need to be encouraged. In case there are exceptional circumstances like rewarding the merit of an officer for work done outside the purview of his functions in Government or where Government otherwise thinks that an individual deserves a particular award, it is left to the discretion of the competent authority to decide such issues in a reasonable and judicious manner.

4. The main criteria which may be followed in granting permission to individual Government servant to accept awards from private organizations is that such awards should not have a monetary component. The competent authority must also take their decisions on a case to case basis since instructions cannot precisely encompass the multitude of possibilities that can crop up in such matters.

[DOPT, OM No. 11013/2/99-Estt.(A), dated 24.02.1999]

(3A) Acceptance of awards by Government servants

Reference is invited to OM of even number dated 24.02.1999 (decision 3 above) on the subject mentioned above wherein detailed guidelines on the subject matter have been laid down.

2. These guidelines have further been reviewed and keeping in view the policy in the matter it has been decided that the Government servants should not be allowed to accept awards of monetary benefits instituted by private trusts/foundations etc.

[DOPT, OM No. 11013/2/99-Estt.(A), dated 17.02.2000]

YKSOM