

**COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH  
ANUSANDHAN BHAWAN, 2, RAFI MARG, NEW DELHI – 110 001**

No. 36-3/98-Law

Dated : 20-11-2014

**OFFICE MEMORANDUM**

**Sub : DoPT Guidelines for reducing avoidable litigations – reg.**

Please find enclosed, a copy of the DO letter from the Secretary, DoPT vide DO letter No. 43019/11/2014-Estt. (D) dated 17<sup>th</sup> June, 2014 wherein, he has shared an analysis of cases disposed of by various Benches of the Central Administrative Tribunal (CAT). The findings brought out certain issues that need to be addressed with a view to sorting out the grievances of Government employees in the administrative Ministries / Departments.

2. The report indicates that proliferation of litigation matters is mainly due to lack of avenues available to the employees for grievance redressal, faulty implementation of Government Policies and lack of awareness among employees.
3. It has further been stated that if the concerned administrative departments address service matter grievances raised by the employees as indicated in the representation, the number of avoidable litigations would not only get reduced but could also result in considerable saving of Government's resources, both manpower as well as financial, as indicated in the Report.
4. The Secretary, DoPT is of the view that litigations can be avoided if the laid down rules are followed in true spirit. There is a grievance redressal system in the Laboratories / Institutes. This forum needs to be utilized to the fullest in order to give relief wherever due. Care must be taken to avoid unnecessary/superfluous references to Hqrs. for advice.
5. It has also been observed that Lab. Administration is in the habit of making repeated references despite the Hqr. having issued clarifications. It must be ensured that repeated reference be made only where any new fact emerges, which may substantially change the out-come of the case.
6. As per DoPT instructions, the officers in the concerned Ministry /Department may be trained and sensitized to address grievances related to service matters raised by the employees in a time-bound manner.

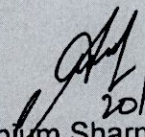
Contd. page 2/-



: 2 :

7. In view of the above, Directors of all the National Labs./Instts. are requested to issue appropriate instructions to ensure that the guidelines issued by the DoPT are followed in letter and spirit. The Secretary, DoPT has requested to keep them apprised of the steps initiated in this regard.

The issues with the approval of the Competent Authority.

  
20/11/14  
( Anjum Sharma )  
Under Secretary

Copy to :

1. Directors/CoAs of all the Labs./Instts.
2. Heads of all the Centres/Divisions/Sections of CSIR
3. PS to DG, CSIR
4. PS to JS(Admn.), CSIR
5. PS to FA
6. PS to CVO
7. Head, HRDG
- ✓ 8. Head, IT Division – with a request to display this OM on the CSIR website
9. Office Copy



D.O. No. 43019/11/2014-Estt.(D)

भारत सरकार  
कार्मिक और प्रशिक्षण विभाग  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय  
नोर्थ ब्लॉक, नई दिल्ली - 110001



सत्यमेव जयते

GOVERNMENT OF INDIA  
DEPARTMENT OF PERSONNEL & TRAINING  
MINISTRY OF PERSONNEL PUBLIC GRIEVANCES  
AND PENSIONS  
NORTH BLOCK, NEW DELHI - 110001  
Website : <http://persmin.gov.in>

डा. एस. के. सरकार

Dr. S. K. Sarkar

सचिव

SECRETARY

Tel 23094848

Fax : 23094500

E-mail : sarkardk@nic.in

17<sup>th</sup> June 2014.

Dear Secretary,

I wish to share an analysis of cases disposed of by various Benches of the Central Administrative Tribunal (CAT) that was undertaken under DoPT. The findings in the analysis have pointed out certain issues that need to be addressed with a view to sorting out the grievances of Government employees in the administrative Ministries/ Departments.

2. The report indicates that 40 per cent of the total Original Applications (OAs) analysed have been filed by Group- C employees, and such cases were attributed to the lack of avenues available to the lower group employees for the proper redressal of their grievances. It has also been pointed out that this is mainly because of the faulty implementation of the policies of the government, and also in part, due to the lack of awareness and understanding on part of the employees at lower levels. In 22 per cent of the cases filed in the CAT, the issue agitated by the petitioners was that of promotion. About 20 per cent of the cases filed prayed for quashing of the suspension orders issued by various departments against the petitioners. The report has also pointed out that 49 per cent of the cases were decided in favour of the petitioners, while 49 per cent of the rest were decided in favour of the respondents. Under pre-litigation process, only in 47 per cent of the cases a reply was given by the Department concerned i.e. before the litigation process started in the CAT. You may like to go through the detailed report available on DoPT website at [persmin.nic.in](http://persmin.nic.in)→OMs & Orders→Establishment→DoPT Internship Scheme 2013.

3. You will appreciate that if the concerned administrative departments address service matter grievances raised by the employees as indicated in the representation, the number of avoidable litigations would not only get reduced but could also result in considerable savings of Government's resources, both manpower as well as financial, as indicated in the Report.

I request you to have the litigation cases on service matter grievances analysed in your Ministry/Department. You will agree that litigations can be avoided if the laid down rules are followed in true spirit. The officers in your Ministry/Department may be trained and sensitized to address grievances related to service matters raised by the employees in a time-bound manner. ISTM, the Training Institute under my Department can run customized training modules for your staff. You may keep us apprised of the steps initiated by you.

With regards.

Dr. K. Vijay

Secretary

D/O Scientific & Industrial Research  
New Delhi

Yours sincerely,

(Dr. S.K. Sarkar)

