



राष्ट्रीय सहकारी प्रशिक्षण परिषद NATIONAL COUNCIL FOR COOPERATIVE TRAINING

(An Autonomous Society Promoted by Ministry of Agriculture & Farmers Welfare)

No. 2-2/3/2020-Pers.

Dated :- 10/2/2020

To


1. The Director,
VAMICOM, Pune.
2. The Director,
Regional Institute of Cooperative Management (All-5)
3. Director,
Institute of Cooperative Management(All-14)

Subject:- Guidelines for submission of representation/letters by employees of NCCT related to their service matters-reg.

It has been noticed that inspite of repeated instructions issued from time to time, the employees working in NCCT and its training units have been addressing and submitting their representations directly to VIPs and high authorities without routing the same through the Director/administrative authorities. A large number of such letters written by them to Ministers or high officials have been received in the NCCT through the Ministry of Agriculture & Farmers Welfare. Such act not only tarnishes the image of the Institution but also is in violation of Conduct Rules and attracts Rule 20 of CCS (Conduct) Rules, 1964 which provides that no Government Servant shall bring or attempt to bring any political or other outside influence to bear upon any superior authority to further his interest in respect of matters pertaining to his service under the Government. Therefore, violation of the aforesaid entails initiation of disciplinary proceedings against the errant official.

2. The Directors of the all the training institutes of NCCT are requested to advise all employees working under them not to send their representation/ letter directly to the Ministers or other VIPs or any other higher authority and same should be routed though proper channel. No advance copy of their representation/application should be send directly to the NCCT also. The violation of these instructions by any employee will be viewed be liable for appropriate action as per Rule 20 of CCS (Conduct Rules, 1964.

3. The Directors shall ensure that the contents of this letter are brought to the notice of all the employees working under their control. An acknowledgment of receiving these instructions may be obtained from each of the employee of the Institute and forward the same to the NCCT (Headquarters).


(Mohan Kumar Mishra)
Secretary, NCCT