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GOVERNMENT OF ARUNACHAL PRADESH  
DEPARTMENT OF FISHERIES  
ITANAGAR.

NO.FISH/E(G)551/2005/4000

Dated Itanagar, the 1<sup>st</sup> March/2016.

To

1. The District Fisheries Dev.Officer,  
Tawang/Bomdila/Seppa/Yupia/Daporijo/Ziro/Koloriang/Palin/Aalo/Pasighat/  
Yingkiong/Pangin/Anini/Roing/Tezu/Anjaw/Changlang/Khonsa/Longding.
2. The Assistant Director of Fisheries,Namsai/Emchi.
3. The Farm Manager,RHAFSF,Tarin.

Sub:- Channel for submission of representation from Government servants on service Matters reg;

Sir,

Enclosed please find herewith a copy of Office Memorandum NO.AR-130/2015 Dated 29<sup>th</sup> Oct/2015, received from the Chief Secretary to the Govt. of Arunachal Pradesh, Itanagar, regarding channel for submission of representation from Government servants on service matters

Hence, all the officers/officials of the Fisheries Department are hereby instructed for strict adherence of this guide lines accordingly.

This issue with the approval of competent authority.

Yours faithfully,

(C. Ramesan),  
Under Secretary (Fisheries),  
Govt. of Arunachal Pradesh  
Itanagar.

Memo.NO.FISH/E(G)551/2005

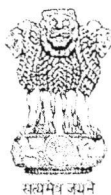
Dated Itanagar, the 3<sup>rd</sup> March/2016.

Copy forwarded for kind information and similar/compliance to:-

1. PS to Chief Secretary, for kind information and appraisal of the Chief Secretary Govt.of Arunachal Pradesh Itanagar.
2. P.S to Commissioner (Fisheries), Govt. of Arunachal Pradesh, Itanagar.
- ✓ 3. The DDF/ADF/AD(STAT)/Officers/Officials Directorate of Fisheries, Itanagar.
4. Office copy

(CSS)

(C. Ramesan),  
Under Secretary (Fisheries),  
Govt. of Arunachal Pradesh  
Itanagar.



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## GOVERNMENT OF ARUNACHAL PRADESH

### PART - I

Appointment, promotions, powers and personal notices  
issued by the Governor.

### OFFICE MEMORANDUM

The 29th October, 2015

**Subject :- Channel of submission of representation from Government servants on Service matters.**

No AR-130/2015 —It has come to the notice of the Cabinet Secretariat, Government of India, that some employees of the Government of Arunachal Pradesh have submitted representation directly addressing to the Prime Minister/Prime Minister's Office on service matters and other issues in the recent past. The Cabinet Secretariat has viewed it seriously for bypassing the channel and directly addressing representation to the Prime Minister/Prime Minister's Office on service matters and other issues vide their D.O. No. 501/1/4/2014-CA.V dated 17th August, 2015.

2. It has also been noticed that there is a common trend among the employees to submit representation directly addressing to the President/Prime Minister/Union Ministers/Union Secretaries/Governor/Chief Minister/Ministers/Chief Secretary/Secretary to the State Government on service matters and other issues which is beyond the principles of rules and laid down procedures. Addressing directly to the higher authorities is not in consonance with the Central Civil Service (Conduct) Rules, 1964. It is also noticed that several employees are taking the help of Political Leaders and higher dignitaries for putting pressure on the department in their favour in various service matters which is unbecoming of a Government servant and beyond the spirit of the Central Civil Service (Conduct) Rules, 1964.

3. If a Government servant wishes to press a claim or to seek Redressal of his grievances in any matters connected with his service rights or conditions, the proper course for him is to address to the immediate official superior, or the Head of Office or such authority at the lowest level as he is competent to deal with the matter. Submission of the representations directly to higher authorities by bypassing the prescribed channel of communication, needs to be viewed seriously as it can be construed as an unbecoming conduct attracting the provisions of Rule. 3 (1) (iii) of Central Civil Service (Conduct) Rules, 1964. It may also be emphasized that the aforesaid instructions are observed scrupulously so that rule 20 of Central Civil Service (Conduct) Rules 1964 is not violated.

4. In view of the facts mentioned above, all class of employees of the Government of Arunachal Pradesh is hereby directed to invariably route all representation in their service matters or other issues to the immediate official superior, or Head of Office, or such other authority at the appropriate level as is competent to deal with the matter in the organisation. As such submission of representation directly to higher authorities bypassing prescribed channel of communication is a violation of conduct rules and has to be viewed seriously.

5. Therefore, the above decision is brought to the notice of all Departments/Organisations/Offices under the Government of Arunachal Pradesh for necessary action and compliance.

Ramesh Negi  
Chief Secretary to the  
Government of Arunachal Pradesh  
Itanagar.

DR (Fisheries)

Handwritten notes: "pi put up a", "trade", "C-339", "16/12"

Handwritten notes: "Ade", "16/12/2015", "Supd", "A. putup", "14"