



# **Telangana State Civil Services (Conduct Rules) 1964**

**(G.O. Ms. No. 468 GAD dt. 17-04-1964)**

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# Rule- I

## Applicable to all State Government Employees

- On duty
- Under Suspension
- On leave
- On foreign Service

## Not applicable to

- Judges of the High Court
- All India Service Officers
- Who are not full time employees

# General

Maintain	Absolute Integrity, Devotion to duty Discipline, Impartiality, Sense of propriety
Maintain	high ethical standards and honesty;
Maintain	Political neutrality;
Promote	principles of merit, fairness and impartiality in the discharge of duties;
Maintain	Accountability and transparency;
Maintain	responsiveness to public, particularly to weaker sections;
Maintain	Maintain courtesy and good behavior with the public

# General

**Don't do**

Anything which is Unbecoming of employee or derogatory to the prestige of Govt. Or Embarrassment to official position

**Act in**

Always Act in best judgment

**Ensure**

Better conduct among the subordinates

**Don't  
indulge in**

Employment of children below 14 years (Don't)

**Abide by**

Always abide by the laws of the land

# Dos & Don'ts

- Do not Join in Associations (prejudicial to sovereignty of state)
- Ensure Promptness and Courtesy
- Avoid Dilatory tactics or willful delay
- Do not participate in Strikes, or Similar Activities or Acting in combination or Demonstrations
- Do not indulge in Incitement
- Do not indulge in Sexual Harassment of working women ([POSH Act](#))
- Comply with the provisions of Complaints Committee

# Dos and Don'ts contd..



Avoid accepting gifts (exceptions as permitted)



Don't accept felicitations, Addresses etc



Follow restrictions on Entertainment participation



Avoid staying in private guest houses & enjoying hospitality



Do not even accept items like towels, scissors, keys etc during ceremonies



Follow rules pertaining to foreign currency and foreign goods

# Dos and Don'ts contd..

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Avoid seeking subscriptions or fund raising etc

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Don't indulge in money lending activity

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Avoid Borrowing

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Should not become insolvent

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Avoid habitual indebtedness

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Inform the competent authority if you are posted to a place which would embarrass or influence you in discharge of duties

# Rule-9

- 1) Immovable Property (**WP**)
- 2) Movable Property (WP)
- 3) May go ahead after (30) days
- 4) Declare the transaction more than one lakh
- 5) Purchases for weddings, religious/social functions (Do)
- 6) Speculation of Immovable/movable property (Don't)
- 7) Sale/Auction by the department (WP)
- 8) Acquisition as Trustee/Government land sold or granted (Do)
- 9) Disclose Immovable/Movable property at the time of first appointment (**Do**)
- 10) Govt. may ask for declaration of property at any time
- 11) Govt. may impose restriction on possession of money at workplace
- 12) When Transferred to a place where he has interest in properties

# Rule-9

## Authority to accord permission

**Posts outside the purview of Presidential Order**

Government, HOD and Appointing Authority

**Posts which fall under the purview of Presidential Order**

HOD, Regional Officers and District level officers

# Business/investment

Do not engage directly or indirectly in any trade or business

Avoid canvassing in support of a business or even insurance agency

No Speculation in Investments

Desist family members from investments which would be influencing your duties

Do not take part in Promotion & Management of companies in Private capacity

# Private or other work



No private work or employment other than Government duty



Participation in Sports, undertaking charity or honorary work of charitable nature permitted



Occasional literary, artistic or scientific work is permitted



Restrictions on publication of books and articles



Do not share official documents to a person who is not entitled to receive it.

# Dealing with media



Do not conduct, or participate in the editing or the management of, any newspaper or non-government publication.



Do not criticize Government policies



Do not participate in Radio Broadcast or tele-serial without permission



Do not give any statement which would embarrass the Government

# Rule- I 8

Giving evidence before any Committee,  
Commission or other Authority ([WP](#))

(India/Abroad)

# Rule- I 9

Taking part in Politics and Elections ([Don't](#))

# Rule-20

Vindication of acts and character of  
Government employee ([WP](#))

# Rule-21

Working with or under, near relatives in  
Government Service ([WP](#))

## Rule-22

Employment of a member of family in a  
Private Firm having connection with  
Government (WP)

## Rule-23

Dealing matters in official capacity concerning  
himself, his relatives or dependents (Don't)

# Rule-24

- 1) Extraneous influence for the furtherance of his interests (**Don't**)
- 2) Own case as interpellation in Parliament/Assembly(**Don't**)
- 3) Making representations to bother higher authorities (**Don't**)

# Rule-25

Bigamous marriage (**Don't**)

# Rule-25A

Giving/Taking/Demanding dowry (**Don't**)

# Rule-26

Intoxicating drinks/ Drugs (**Don't**)