

Central Civil Services (Conduct) Rules, 1964

K S Samarendra Nath

Former Director, Ministry of Steel &

Former Joint Director (Financial Management & Foundational Training
Program), DoPT

samar239@gmail.com

9899221822

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Basic principles of professional conduct

- Integrity
- Political neutrality
- Fairness
- Accountability & transparency
- Responsiveness
- Courtesy & good behaviour
- Not to adopt dilatory tactics

Courtesy: Shri Sridhar C, LBSNAA

Basic principles of professional conduct..

- Take decisions in public interest
- Declare conflict of interest
- Misuse of position, information
- Merit based decision making
- Lawful
- Disciplined
- Implement all lawful orders
- Dedication & professionalism: of self and others under control & authority

Basic principles of personal conduct

- Marriage
- Dowry
- Use of government accommodation
- Lending & borrowing
- Speculating
- Employing those under 14 years
- Insolvency & indebtedness
- House construction
- Personal financial matters

Courtesy: Shri Sridhar C, LBSNAA

A few deadlines

1. January - Immovable Property returns
2. February – Income tax deduction
3. 31st March – Personal Appraisal Report

Courtesy: Shri Sridhar C, LBSNAA

Case 1

Mariam, a Government servant in Ministry of Defence, gives a representation to the Chief Vigilance Officer of his Ministry through proper channel that her freedom of speech and a few other fundamental rights guaranteed under various Articles of the Constitution of India have been severely restricted or withdrawn by the Conduct Rules. For instance, she cannot join association other than service association, curtailed freedom of speech in terms of not able to express views on policies and actions of Government.

Case 2

Smt Radha, wife of Shri Kanhaiya, gives a written complaint against her husband. He is a Senior Secretariat Assistant. She complains that her husband has not been giving salary for the last three months to her to run the family. Her family consists of her two school going children, aged 11 and 15; and her father-in-law and mother-in-law. He beats her up when she asks for money. The complaint is addressed to Head of Office.

Case 3

- No promotions have been made from Grade A to the grade Grade B during the past 36 months or so. Ms Lalita Ramanathan gives a representation addressed to the Secretary (Personnel) to consider giving ad-hoc promotion as an immediate relief. Ms Lalita works in Home Department.

Case 4

- Shri Anil Tripathy is a Director in the Mines Department. He deals with matters pertaining to SAIL. He requests Director (Personnel) SAIL to get an internship at one of its steel plants for her daughter. He later gets her a regular job as Management Trainee at SAIL Corporate Office.

Case 5

- Shri Kumar, 20 year old brother of Ms Renuka stays with her and is wholly dependent on her. Ms Renuka is a Member of Service of Indian Forest Service. Kumar is member of an organisation operating in Jharkahand. Its activities include ambushing police forces and disrupting development activities in the state.

Case 6

- Shri Joginder Singh is an OSD working in the office of the Minister for Rural Development. He has been organising tours and security arrangements of the Minister during the last three years. The tours include Minister's visit to various places for canvassing during the elections.

Case 7

- Shri Laldin Puia was a quiet spectator watching a demonstration while going to his office. He is an officer of MES. The demonstrators were protesting for reservation to a caste. It turns violent damaging public property. Media asks Puia for his views. He expresses that the policy of reservation is misused by the politicians including the ruling party. He states that the implementation of the policy is defective. He gives a few constructive solutions as to how the reservation policy could be implemented in a better manner.

Case 8

- Smt Savita Johnson is a member of service of IPS. She submits a memorandum in her personal capacity to the 7th Central Pay Commission suggesting why the members of different services of IPS be paid higher pay and allowances, including risk allowance. She also suggests some benefits to be provided for working women.

Case 9

- A Superintendent of Police is selected and deputed by the State Government to the Central Government under the Central Staffing Scheme. Around 40 of his subordinates give him a farewell party at a 5 star hotel. He is presented with a new suitcase (Samson) and other gifts costing about Rs 60000.