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GOVERNMENT OF KERALA

No:428/AIS.C2/2019/GAD
General Administration (AIS- C)Department
Thiruvananthapuram,
Dated:11/02/2020

CIRCULAR

Sub: AIS-Ratification of Journey performed by AIS Officers for participating in various Training Programmes/Seminars/Workshops without prior permission from the Government- Instructions issued.

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2020/02/02
- Ref: 1. Circular No. 52703/Spl.C2/2006/GAD dated 02.09.2006.
2. Circular No. 21195/Spl.C2/2008/GAD dated 02.05.2008.
3. Circular No. 47242/Spl.C2/2010/GAD dated 14.12.2010.
4. Circular No. 45351/Spl.C2/2011/GAD dated 28.07.2011.
5. Circular No.1921645/Spl.C1/2017/GAD dated 08.11.2017.

Instances have come to the notice of the Government where AIS Officers are participating in various Training Programmes / Seminars / Workshops and other official journeys outside the State without obtaining prior approval from Government. This is in violation of the existing rules and instructions issued by Government as per the circulars referred above. Approval for Visit to attend Important meetings of the Ministries, Court matters and Mandatory Training Courses etc can be obtained by HODs from CS through Secretaries Concerned.

Even though repeated instructions have been issued reiterating that all AIS officers should refrain from such practices and ensure to obtain prior permission from Government before proceeding to perform official journeys outside the State, many instances have come to the notice of the Government where such journeys are still undertaken without the prior approval of the Government and in gross violation of the Government directives.

Government view these violations of instructions very seriously and hereby reiterate that all AIS Officers should obtain prior approval for undertaking official journeys outside the State and the practice of seeking ratification after undertaking the journey will not be entertained in any case. Following instructions are issued once again for Strict Compliance by all concerned.

1. HODs concerned who allow such officers to travel outside the state without prior approval of the Govt will be held responsible and No ratification will be entertained by the Govt.
2. Explanations shall be called for from the officers who travel without prior approval
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20/1/20
Consult
to all
officers
2
20/2

and who fail to follow these instructions shall be proceeded against such officer as per the relevant rules and disciplinary action will be initiated against such officers.

3. The expenditure for such journeys performed by the officers outside the state without the prior approval of the Government will not be borne by the State Government and such journey performed will be treated as private travel.

4. Finance Department shall ensure that the bills for such unauthorized journeys performed outside the State without the prior approval of Govt are not honoured / encashed. Finance dept will also issue separate instructions to all DDOs to ensure that such travel claims are not honoured/encashed.

Tom Jose
Chief Secretary to Government.

To:

The Principal Chief Conservator of Forests & Head of Forest Force, Kerala, Forest Headquarters, Thiruvananthapuram. (for circulating among IFS officers).

The Director General of Police & State Police Chief, Kerala, Police Headquarters, Thiruvananthapuram. (for circulating among IPS officers).

All IAS Officers.

Finance Department

The Web & New Media Division, Information & Public Relations Department
(For uploading in the website 'www.gadsplais.kerala.gov.in')

General Admn(Computer Cell)Department (for loading in the website in the GAD)

Stock File/Office Copy.

Copy to

The Private Secretary to Chief Minister.

The Private Secretary to Minister (Forests, Animal Husbandry & Zoo).

The Special Secretary to Chief Secretary.

The PA to Additional Chief Secretary (Forests & Wild life).

The PA to Additional Chief Secretary (Home & Vigilance).

The PA to Joint Secretary, General Administration AIS (A & C) Department.

Forwarded / By order,



Section Officer.