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Government of Orissa
General Administration Department

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No. SC/3-20/85 - 516/Gen. dated 16.1.1987.

To

All Departments of Government/
All Heads of Department/
All Collectors.

Subject:- Issue of warning and placing of copies thereof in the C.C.R. Folders.

Clarification is often sought from this Department whether a warning ordered by the disciplinary authority issued to an officer upon the results of disciplinary proceedings, should be entered in the confidential character roll or a copy of it should be kept in the C.C.R. dossier. "Warning" is not one of the punishments listed in C.C.A. Rules; but if it is entered in the C.C.R., it would tantamount to censure.

It is hereby clarified that if the disciplinary authority, at the conclusion of a disciplinary proceedings, wishes to award the punishment of "warning" to be recorded in the C.C.R./ or placed in the C.C.R. dossier, it should appropriately be termed as "censure".

This supersedes this Department circular No. 1593/SE. dt. 12.2.1985.

H. S. Modi 16.1.87
Special Secretary to Government.

Memo No. 517/Gen. dated 16.1.1987.

Copy to all Branches of General Administration Department for information.

B. S. Das 16.1.87
Deputy Secretary to Government.