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GOVERNMENT OF ORISSA,  
POLITICAL & SERVICES DEPARTMENT. /

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Memo No. 2R/1-48/61; 6234 (82) Gen.

Dated, Bhubaneswar the 20/5 May, 1961.

To

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

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The undersigned is directed to say that the Government has come across a case recently in which applications for leases were forwarded by a superior officer without disclosing the fact that the applicant was a relative of the officer. Attention, in this connection, is invited to rule 18 of the Orissa Government Servants' Conduct Rules 1959 which makes it incumbent that where a Government servant submits any proposal or opinion or takes any other action, whether for or against any individual related to him, whether the relationship be distant or near, he shall with every such proposal, opinion or action, expressly state whether the individual is related to him and, if so related, the nature of relationship. Further, it has been enjoined that where a Government servant has by any law, rule or order in force, power of deciding finally any proposal, opinion or any other action and that proposal, opinion or action is in respect of an individual related to him, whether the relationship be distant or near, and whether that proposal, opinion or action affects the individual favourably or otherwise, he shall not take a decision but shall submit the case to his superior officer after explaining the reasons and the nature of relationship. Government expects that the provisions of this Rule as well as others contained in the Orissa Government Servants' Conduct Rules 1959 shall be observed strictly. Government servants should maintain absolute integrity, decorum of conduct and devotion to duty. In their conduct, they should give an appearance of fairness. For this purpose, it is imperative that every Government servant should familiarise himself with the Orissa Government Servants' Conduct Rules thoroughly.

*Bhupendra Sengupta*  
19.5.61  
DEPUTY SECRETARY TO GOVERNMENT.