

File No.2/15/2012-4AR
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
ADMINISTRATIVE REFORMS DEPARTMENT

Dated, Chandigarh the 24th May, 2013

To

1. All Administrative Secretaries to Government, Haryana
2. All Head of Departments in Haryana
3. Commissioner Ambala, Hisar, Rohtak and Gurgaon Division
4. All Deputy Commissioners and Sub-Divisional Officers (c) in Haryana
5. All Managing Directors of Boards/Corporations in Haryana
6. Secretary/HPSC/SSC/Rajya Sainik Board, Haryana

Sub: Security of official information and documents

Sir,

I am directed to refer to the subject noted above and to intimate that the Government of India, Ministry of Personnel, Public Grievances and Pensions, Department, of Administrative Reforms and Public Grievances, New Delhi has informed that the 2nd Administrative Reforms Commission, Government of India in its first report titled "Right to Information-Master key to Good Governance" has recommended that Para 116 of Chapter XIII of the Central Secretariat Manual of office Procedure be amended and reworded as under:-

"Communication of official information:-Every Government servant shall, in performance of his duties in good faith, communicate to a member of public or any organization full and accurate information, which can be disclosed under the Right to information Act, 2005 (Nothing stated above shall be construed as permitting communication of classified information in an unauthorized manner or for improper gains to a Government servant or others"

It has also been recommended by the Administrative Reforms Commission that the State Governments may also be advise to carry out similar amendments in their manual, if such provision exist there in.

In this regard it is intimated that at present following provisions are existing in para 29 of the Chapter V of the Secretariat Instructions of Haryana Government.

" Official Information to be treated as confidential:-

- (i) **Under rule II of the Government Employees conduct Rules, Government employees are prohibited from communicating to anyone, including fellow Government employees without authority, any information acquired by them in the course of their official duties. Such unauthorized communication is also prohibited under the India official Secrets Act, XIX of 1923, and is punishable under section 5 thereof with imprisonment for a term, which may extend to two years or with fine or with both. This provision should be spectically brought to the notice of all members of the Civil Secretariat by Under /Deputy Secretary, Secretary Establishment.**

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Accordingly, it has been decided by Haryana Government to amend the para 29 of Chapter V of Secretariat Instructions of Haryana Government as Under:-

Old Provision	Ammended Provision
<p>“Official information to be treated as confidential:- (1) Under rule II of the Government Employees conduct Rules, Government employees are prohibited from communicating to anyone, including fellow Government employees without authority, any information acquired by them in the course of their official duties. Such unauthorized communication is also prohibited under the India official Secrets Act, XIX of 1923, and is punishable under section 5 thereof with imprisonment for a term, which may extend to two years or with fine or with both. This provision should be spectically brought to the notice of all members of the Civil Secretariat by Under /Deputy Secretary, Secretary Establishment.</p>	<p>“Communication of official information:- Every Government servant shall, in performance of his duties in good faith, communicate to a member of public or any organization full and accurate information, which can be disclosed under the Right to information Act, 2005 (Nothing stated above shall be construed as permitting communication of classified information in an unauthorized manner or for improper gains to a Government servant or others”</p>

You are requested to bring these instructions to the notice of all concerned in your office for strict compliance. You are also requested to carry out similar amendment in your manual(s) if such provisions exist therein under intimation to this department.

Yours faithfully,



(K.R. Sharma)

Under Secretary (AR)

for Chief Secretary to Government of Haryana
 Administrative Reforms Department 