



पूर्वोत्तर इंदिरा गांधी क्षेत्रीय स्वास्थ्य एवं आयुर्विज्ञान संस्थान, शिलांग
NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES, SHILLONG

(भागन मरकार, स्वास्थ्य एवं परिवार कल्याण मंत्रालय, स्वास्थ्य संस्थान)
(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)

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Office Order

Sub: Holding of Press Conferences/talking to media by the Faculty/Officers/employees of NEIGRIHMS, Shillong.

Instances have come to notice where Institute employees have unauthorisedly communicated with the Press/Social Media either in their own name or under pseudonymous names, giving information/statements about the affairs of the Institute without taking permission from the competent authority despite instructions having been issued from time to time in this regard.

Attention is invited to Rule 11 of the CCS (Conduct) Rules, 1964 that provide as under:-

“No Government servant shall, except in accordance with any general or special order of the Government or in the performance in good faith of the duties assigned to him, communicate, directly or indirectly, any official document or any part thereof or classified information to any Government servant or any other person to whom he is not authorized to communicate such document or classified information.”

Explanation:- Quotation by a Government servant (in his representation to the Head of Office, or Head of Department or President) of or from any letter, circular or office memorandum or from the notes on any file, to which he is not authorized to have access, or which he is not authorized to keep in his personal custody or from personal purposes, shall amount to unauthorized communication of information within the meaning of this rules.”

Attention is also invited to Rule 1, GIDs (4-A) of the CCS (Conduct) Rules, 1964 that provide as under:-

“Instances have come to notice that some Government servants have been unauthorizedly communicating with the Press either in their own name or in pseudonymous names. Instructions have been issued from time to time restraining all Government servants from communicating with the Press unauthorizedly but it is observed that the provisions of the Conduct Rules are not being followed in letter and spirit.”

The above provisions of Rule 11 of the CCS (Conduct) Rules, 1964 and GIDs thereon are brought to the notice of all concerned. Violation of the provisions of Conduct Rules and other corresponding provisions amounts to a serious misconduct. All members of the Faculty/Residents Doctors/Officers/staff are hereby advised to restrain from making unauthorized communication of any official/classified document(s) and making statement/giving news to Print media/electronic media without obtaining approval from the competent authority.

In view of the above, all the Head of the Departments/Sections are therefore requested to kindly bring the contents of this Office Order to the notice of all working under their control for information and strict compliance.

This issues with the approval of the competent authority.

Administrative Officer
Establishment-I & GAD
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