



नर्मदा नियंत्रण प्राधिकरण

(जल संसाधन, नदी विकास एवं गंगा संरक्षण मंत्रालय, भारत सरकार)

NARMADA CONTROL AUTHORITY

(Ministry of Water Resources, River Development & Ganga Rejuvenation, Govt. of India)

नर्मदा सदन, सेक्टर-बी, स्कीम नं. 74 सी, विजय नगर, इन्दौर-452 010 (म. प्र.)

Narmada Sadan, Sector-B, Scheme No. 74-C, Vijay Nagar, Indore-452 010 (M.P.), INDIA

A-25(7)/Office Order/Admn. / 335

Date 31.05.2019

Office Memorandum

Office Memorandums have been issued from time to time that employees of NCA should submit their representation through proper channel with due recommendation as per prevailing rules. But it has been observed that some of the employees are routinely sending their complaints/grievances about their personal matter directly to the Hon'ble Chief Minister of GoMP, Chairman, NCA & Secretary, MoWR, RD&GR, Senior Officer of NCA and also other organization/department violating the CCS (Conduct) Rules, 1964, which may attract disciplinary proceedings under the provision of these rules. This has been viewed seriously by the competent authority.

Therefore, in future all the employees of NCA should invariably route all the correspondence only through proper channel and send the same to the concerned dealing officer in the first instance. In case no response is received, then they should make a representation to the Grievance Redressal Officer for further necessary action. Hereafter, if any complaints received /sent directly to the Senior Officers of NCA/Out side of NCA, without first sending the case through proper channel/Grievances Redressal Mechanism, shall not be entertained and disciplinary proceeding will be undertaken against the concerned under CCS (Conduct) Rules.

This issues with the approval of competent authority.

(R. Vasudevan)

Dy. Director (Admn.)

Copy to :

1. PPS to Executive member, NCA, Indore.
2. PS/PA to Member (Power), Member (Civil) and Member (E&R), NCA, Indore
3. PS/PA to Secretary/Chief Engineer, NCA, Indore.
4. The Director (Civil), NCA, Indore and Vadodara.
5. Dy. Director (Civil), NCA, RO, Bhopal.
6. Dy. Director (Civil), Dy. Director (HM), Dy. Director (E&R), Dy. Director (Liaison), NCA, Indore.
7. Executive Engineer (EMC), NCA, Indore.
8. Liaison Officer, NCA, New Delhi.
9. Assistant Director (Building), NCA, Indore.
10. Rajesh Thakkar, APRO, NCA, Indore for uploading on the website of NCA.
11. Legal Cell in charge, NCA, Indore.
12. Notice Board.

(All the officers are requested that please circulate it among staff/ Section)



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