

GOVERNMENT OF KERALA

Persnneel & Admve. Reforms (D) Dept.,
Thiruvananthapuram, Dt. 23.7.90.

No.pdl.1/D2/90/P&ARD

From
The Secretary to Government.

To
All Heads of Departments and Offices.

Sir,

Sub:- Discipline in Government Offices - Enforcement of
Surprise inspections of Offices by Heads of Depart-
ments/Heads of Offices - Instructions - reg.

Ref:- 1. G.O.MS.No.1/76/D dated 3.11.1976
2. Govt. letter No.10191/B2/79/P&ARD dt. 23.6.79

Instructions are in force vide references first and second cited to the Heads of Departments and Heads of Offices to conduct surprise inspections in the Offices under their control so as to enforce discipline in the Offices, and to forward to Government in P & AR(D) Department, monthly reports on the findings/results of such surprise inspections.

Very few Heads of Departments/ Heads of Offices furnish the monthly reports on the surprise inspections.

Government wish to impress upon all the Heads of Departments and Head of Offices the necessity to conduct such surprise inspections as ordered in the references cited and to furnish to Government monthly compliance reports on such inspections so as to reach Government in P & AR(D) Department on or before the 15th of every succeeding month without fail in future.

Yours faithfully,

Sd/-

K.N. Babu/ Joint Secretary
For Secretary to Government.

Endt. No.Ins. 2. 30672/90

Office of the Inspector, General of
Registration, Kerala, Trivandrum.
18.9.1990.

Copy communicated to all inspecting officers with instructions the adhere to the instructions in the Government letter. The details of inspection is expected to be submitted to Government directly.

Sd/-

Inspector General of Registration.