

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

No.A.49011/13/2024/DPAR/CCD(2)

Puducherry, dated 27.02.2025

OFFICE MEMORANDUM

Sub: Public Services - Unauthorized absence of Government servants - Instructions to initiate and expedite disciplinary proceedings - Reg.

Ref: Circular of even no. dated 07.10.2024 & 26.11.2024

Reference is invited to the circular cited on the above subject wherein the Heads of Departments/Offices were requested to furnish the details of employees who are on unauthorized absence from duty. From the information received, it is noted that there are a number of cases of unauthorized absence from duty in various departments. While action has been taken in many cases, action is yet to be taken in some cases. Hence, all the Heads of Departments/Cadre Controlling Authorities are directed to expedite the proceedings against the employees where action has already been initiated. In cases where action is yet to be taken, it shall be ensured that immediate action is taken under CCS (CCA) Rules, 1965 or CCS (Leave) Rules, 1972, as the case may be, under intimation to this Department. The action taken report in such cases shall be sent to this Department on or before **15.03.2025** without fail.

2. This may be given **'Top Priority'**.

//By Order //



27.2.25

(V.JAISANKAR)

UNDER SECRETARY TO GOVERNMENT

To

1. All Heads of Departments/Offices.
2. The Collector, Puducherry/Karaikal.
3. The Regional Administrator, Mahe/Yanam.
4. The Heads of all Societies /PSUs/ Autonomous Bodies of Govt. of Puducherry.

Copy to:

1. The Development Commissioner/ Commissioners-cum-Secretaries/ Secretaries/ Special Secretaries to Government, Puducherry.
2. The P.S. to Chief Secretary, Puducherry.
3. Stock file.