

17/10/18.3

2693-2714(5)

No. _____/RV(47)-DP/PHQ/2018
GOVERNMENT OF TRIPURA
OFFICE OF THE DIRECTOR GENERAL OF POLICE
TRIPURA : : AGARTALA.

Dated, Agartala, the 0/August, 2018

MEMORANDUM

Regarding Departmental Proceedings the following points need to be kept in mind;

1. The articles of charge should not be similar with the criminal charge.
2. Articles of charge should be framed on the conduct of the delinquent official e.g. negligence, loss of integrity, violation of discipline deviation from rules and regulations and any other act which may attract violation of the conduct of the Government servant etc.
3. The DP should be conducted on day to day basis and inquiry shall be completed within 90 days from the date of initiation of the DP.
4. In exceptional cases, to be recorded in writing, enquiry officer shall complete the departmental enquiry within 6(six) months time frame.
5. Any review of suspension order shall be forwarded to the Reviewing Authority after 2(two) months from the date of suspension, if it is found necessary for the purpose of departmental enquiry.
6. During appointment of Inquiry Officer to conduct a department proceeding, the Disciplinary Authority shall intimate the Rule provisions and the guidelines laid down in CCS (CCA) Rules, 1965 to the Inquiry Officer.
7. The Disciplinary Authority shall also ensure appointment of Presenting Officer towards conducting the Departmental Proceedings.
8. All units should furnish monthly status of the DPs indicating the reasons for not disposing of the DPs within the time frame by 10th of every month positively.

9. DP may be finalized ex parte as per Rule 14 of CCS (CCA) Rules 1965.
10. Any lapse on the part of the enquiry officer for dragging DP beyond the extended time frame will be viewed seriously and such lapse should be categorically reflected in the ACRs/APARs of the concerned officers.

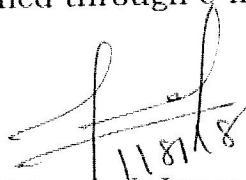
Sd/-
(A.K. Shukla, IPS)
Director General of Police
Tripura

No. 2693-2744(S) /F.RV(47)-DP/PHQ/18

Dated 01 /08/2018

Copy to:

01. The Addl. Director General of Police, Tripura, Agartala.
- 02-05. The Inspector General of Police -(TSR)/(L/O)/(Admn)/(HG), Tripura.
- 06-09. The Dy. Inspr. Genl. of Police-(S/R)/(N/R)/(HG)/(AP, Admn & Trg), Tripura.
- 10-16. The Asstt. Inspr. Genl. of Police-(Crime)/(Housing & Construction)/(Esstt)/(TSR)/(L/O)/(Trg), Tripura.
- 17-24. The Superintendents of Police, West/Khowai/Sepahijala/South/Gomati/Unakoti/North/Dhalai, Tripura.
- 25-33. The Superintendents of Police, EB/MTF/Comn./Proc./Security/GRP/Traffic/CID/Special Branch, Tripura.
34. The Commandant A.Ch. Rama Rao, TSR Training Centre Tripura.
35. The Commandant ICAT School, Kachucherra, Tripura.
- 36-51. The Commandants Home Guards/CTI/BW HG BN/SAF/TSR, 1st/2nd/3rd/5th/6th/7th/8th/9th/10th/11th/12th/13th BNS, Tripura.
52. The Principal KTDS, Narsingarh, Tripura
53. The Addl. SP (E-Gov. Cell), PHQ, Agartala, Tripura, to post this in Tripura Police website and also send it to all office concerned through e-mail.


(Manchak Ipper, IPS)
Asstt. Inspr. Genl. of Police (HQr),
For Director General of Tripura,
Tripura, Agartala.