

O.M. No. 13017/4/88-OL (C), dated. 8.6.1988

Subject:— Prescribing duties of Hindi Officers

The duties of Hindi Officers and Hindi Translators were prescribed vide this Department O.M. No.: 11/13019/75-OL(C) dated 31.12.1975 and O.M. No.: 13016/1/80-OL(C) dated 6.12.1980, respectively (Compilation of orders regarding the use of Hindi, Third edition Sr. Nos. 139 & 140).

2. It has been brought to the notice of the Department of Official Language from time to time that the services of the staff available for implementation of Official Language policy are not utilised for Hindi work but they are engaged on some other items of work and this causes difficulty in the execution of the desired work in accordance with the Official Languages Act and Official Languages Rules. This point was also raised at the regional Official Language Conference held in Jammu on 2nd February, 1988.

3. It is clarified that the services of the Hindi Officers/translators should, as far as possible, be utilised for translation and Official Language Implementation work only for which these posts have been created. In case in any office the required Hindi work is completed in accordance with the targets of the Annual Programme, only then the officers/employees working against Hindi posts should, provided they get time, be entrusted any other work in addition to the work pertaining to translation and implementation of Official Language Policy.

4. All the Ministries/Dep'tts. are requested to bring the aforesaid instructions to the notice of their attached and subordinate offices, undertakings, banks etc. for necessary compliance. This Department may also be apprised of the action taken in this regard.