

## **Presidential Order on the recommendations made by the Committee of Parliament on Official Language in the Third Part of its Report**

**Copy of the Government of India, Ministry of Home Affairs (Department of Official Language) Resolution No. 13015/1/91-OL(D) dated 4 Nov., 1991**

The Committee of Parliament on Official Language was constituted under Section 4(1) of the Official Languages Act, 1963. After reviewing the progress made in the use of Hindi for Official purposes of the Union and the training arrangements for imparting training through Hindi medium in Training Institutes, the Committee submitted the Third part of its Report in February, 1989 to the President of India, making recommendations on the arrangements to be made for Hindi training to Central Government employees as well as for imparting training through Hindi medium. In accordance with Section 4 (3) of the Official Languages Act, 1963, the Report was laid on the table of Lok Sabha and Rajya Sabha on 13th October, 1989 and 27th December, 1989 respectively. Copies of the Report were also sent to the State/Union Territory Governments. Since the recommendations of the Committee are related to the arrangements to be made for the Hindi training of Central Government employees and for imparting training through the Hindi medium, the opinion of various Ministries/Departments was also obtained. After considering the opinion expressed by the State/Union Territory Governments and various Ministries/Departments in this regard, a decision has been taken to accept most of the recommendations of the Committee in their original form or with certain modifications. Accordingly, the undersigned is directed to convey orders of the President on the recommendations made by the Committee in its Report in accordance with section 4(4) of the Official Languages Act, 1963 as under :—

### **(A) Imparting Hindi Training to the employees**

#### **(1) Strengthening of Hindi Teaching Scheme and other departmental arrangements**

The Committee has recommended that the Hindi Teaching Scheme and other departmental arrangements should be strengthened to impart Hindi training to the Government employees.

This recommendation has been accepted. The Department of Official Language may take necessary step to strengthen the Hindi Teaching Scheme and issue necessary directions for strengthening other departmental arrangements by circulating recommendations of the Committee to all the Ministries/Departments.

#### **(2) Incentives for Hindi training**

The Committee has recommended that the existing incentives for Hindi training be continued for some more time to come and also be made more attractive.

This recommendation has been accepted in principle. The Department of Official Language may take necessary steps to implement it.

#### **(3) Lump-sum cash awards to the employees on passing examinations under Hindi Teaching Scheme through one's own efforts**

The Committee has recommended that on passing the examination under the Hindi Teaching Scheme after learning Hindi either through one's own efforts or through a correspondence course or through voluntary organisation, the amount of lump-sum cash award to the employees be doubled.

The recommendation of the Committee has been accepted in principle and this amount has been raised to one and half times from July, 1989 in consultation with the Ministry of Finance. A fresh proposal may be sent to the Ministry of Finance to further increase this amount to double of what was prior to July, 1989.

#### **(4) Reviewing of courses under Hindi Teaching Scheme and improvements in them**

The Committee has recommended that the different courses conducted by the Hindi Teaching Scheme should be reviewed from time to time and after bringing out improvements in them, they should be made more practicable for official work.

This recommendation of the Committee has also been accepted and necessary action has been taken. The Department of Official Language has already constituted a Review Committee to review the Hindi Teaching Scheme as well as the different courses conducted by it.

**(5) Fixing a time-limit for imparting training in Hindi**

The Committee has recommended that the employees of region 'A' and 'B' who are yet to be trained in Hindi, may be imparted this training by the end of year 1990 and to those belonging to region 'C' by the end of year 1993.

The period stipulated by the Committee for region 'A' and 'B' has already expired. In view of the present number of untrained employees and the difficulties faced in availability of financial resources the recommendation of the Committee has been accepted with the modification that the existing number of employees of the offices located in region 'A' and 'B' and those belonging to region 'C' would be imparted training in Hindi by the end of year 1997 and 2000 respectively. This matter may also be referred to the Review Committee being constituted by the Department of Official Language for Hindi Teaching Scheme so that it could, keeping in view the said target, suggest suitable improvements/changes which are to be made in the present Hindi Teaching programmes to fulfil this recommendation.

**(6) Imparting training to the newly recruited employees**

The Committee has recommended that the newly recruited employees be imparted training in Hindi prior to professional training.

This recommendation has also been accepted in principle. Action has already been taken in this regard and in pursuance thereof the Department of Official Language has set up two sub-institutes of the Central Hindi Training Institute in Madras and Hyderabad during the year 1990-91. The Department of Official Language may set up additional sub-institutes of the Central Hindi Training Institute every year for full time intensive Hindi Training. Simultaneously all the Ministries/Departments may be directed to make such arrangements in all their respective training institutes so that such employees who do not know Hindi could be imparted intensive Hindi training before giving them professional training.

**(7) New Centres of Hindi Teaching Scheme**

The Committee has recommended that new Centres of Hindi Teaching Scheme should be set up in region 'C'. This recommendation of the Committee has been accepted.

**(8) Relaxation in the norms for setting up new Centres under Hindi Teaching Scheme**

The Committee has recommended that the norms for opening of Hindi Teaching Centres for Central Government employees in the remote towns may be relaxed.

This recommendation of the Committee has been accepted. The Department of Official Language may send fresh proposal to Department of Expenditure to accord relaxation in the existing norms for the opening of new centres in 'C' region.

**(9) Incentives for Hindi Pradhyapak Working in 'B' and 'C' region**

The Committee has recommended that additional financial incentives may be given to Hindi Pradhyapak working in 'B' and 'C' Regions and relaxation should be given in the prescribed educational qualifications and/or age limit also.

To give relaxation in educational qualification or age limit is not practicable on the principle of equality and it may create constitutional difficulties. However, this recommendation in so far as it relates to the provision of financial and other incentives to the Hindi Pradhyapak working at remote places in region 'B' and 'C' may be considered by the Department of Official Language in consultation with the Ministry of finance and Department of Personnel and Training has been accepted.

**(10) Increase in the rates of honorarium to the Part-time teachers**

The Committee has recommended that the rates of honorarium to the part-time teachers of Hindi Teaching Scheme may be increased from time to time.

This recommendation has been accepted in principle. Keeping in view the present difficult situation regarding availability of financial resources, the Department of Official Language in Consultation with the Ministry of Finance may take appropriate action.

**(11) Relaxation in norms for creation of new posts of teachers**

The Committee has recommended that norms prescribed for the creation of new posts of Hindi Teachers may be further relaxed.

This recommendation has been accepted in principle. Since this recommendation involves the question of availability of financial resources, the Department of Official Language should prepare a detailed proposal in this matter and consult the Department of Expenditure.

**(12) Converting part-time centres into full time centres**

The Committee has recommended that the existing part-time arrangements for in service Hindi training may be converted into full-time arrangements.

At the moment, various arrangements are available for in service Hindi training viz intensive course; part-time training at full time centres; part-time training at part-time training centres as well as training course through correspondence. Since all these arrangements have been made according to the requirements of the different categories of employees, therefore, it is necessary to continue all these arrangements simultaneously. Full-time training centres are however, already being opened by the Central Hindi Training Institute. Therefore, this recommendation of the Committee has been accepted with the modification that wherever practicable and possible full time centres may be opened. At the same time the existing part time arrangements may also continue.

**(13) Appointing substitutes in lieu of the employees deputed for training**

The Committee has recommended that arrangements should be made for appointing substitutes in lieu of the employees deputed for intensive Hindi training.

This recommendation has been accepted. The Department of Official Language, in consultation with the Department of Personnel & Training, may issue directions to all the Ministries/Department for its implementation.

**(14) Roster for the untrained employees**

The Committee has recommended that the rosters of employees untrained in Hindi may be maintained in all the offices as per rules.

This recommendation of the Committee has been accepted. In fact the directions in this regard have already been issued by the Department of Official Language. However, the Department of Official Language should bring this recommendation of the Committee to the notice of all the Ministries/Departments etc. and request them for strict compliance of the existing directions.

**(15) Facilities to the newly trained employees for working in Hindi**

The Committee has recommended that facilities as well as incentives should be provided to the newly trained employees for working in Hindi after the training.

This recommendation of the Committee has been accepted. the Department of Official Language may issue directions to all the Ministries/Departments etc. for compliance and request them to follow the directions completely to provide books and reference literature to the trained employees. In addition all the Ministries/Departments may also be requested to get reference literature prepared in Hindi and ensure its distribution to all their officers and employees.

**(16) Compulsory Hindi training for the employees of Industrial establishments**

The Committee has recommended that Hindi training should be made compulsory for those officers/employees of the industrial establishments who have to do some desk work.

This recommendation has been accepted in principle. The Department of Official Language may take appropriate action in this regard.

**(17) Grants-in-aid and incentives to voluntary organisations engaged in Hindi teaching**

The Committee has recommended that the quantum of grants-in-aid being given to the voluntary organisations engaged in Hindi teaching should be suitably enhanced, special grants should be provided to them for purchase of mechanical equipments. Consultancy and assistance may be provided to them to bring the courses conducted by them on the pattern of Hindi Teaching Scheme, special grants may also be given to them for books, publications, construction of building, etc. and the Government should appoint a high powered committee in this regard to evaluate the working and problems of these voluntary organisations and prepare a well planned co-ordinated programme and may prescribe new and more liberal norms for the grant-in-aid to be given to them. The Committee has further recommended that on passing the examinations conducted by these organisation, the Central Government employees should get all the incentives which they would have otherwise got on passing the examinations conducted by the Hindi Teaching Scheme.



This recommendation of the Committee has been accepted in principle. The Department of Education may appoint a high powered Committee in this regard, which may consider the issues raised in the recommendations of Committee of Parliament on Official Language and present its report to the Department of Education.

#### **(18) Correspondence Courses for Hindi Teaching**

The Committee has recommended that the correspondence courses of Central Hindi Directorate may be expanded and all the employees given admission to these courses. Under the correspondence course the training may be imparted through all the Indian languages and apart from English through other foreign languages like Arabic, Chinese, German, French, Spanish etc.

The recommendation of the Committee has been accepted. The Department of Education may be requested to expand, as per requirement, the correspondence course being run by the Central Hindi Directorate and the Government employees should be exempted from the fees charged for the correspondence courses. From 1990-91, an additional correspondence course has been started by the Central Hindi Training Institute. Training in Hindi to Govt. employees should be given through English-Hindi medium. The Committee's recommendation regarding conducting correspondence courses through the medium of all the Indian languages and also through foreign languages other than English has been accepted in principle with the modification that the Department of Education may prepare necessary time-bound programme and implement the same. The recommendation regarding the availability of the correspondence courses to all the employee has also been accepted with the modification that only those employees may avail themselves of the benefit of the correspondence courses who cannot take part in the regular courses of the Hindi Teaching Scheme and Central Hindi Training Institute.

#### **(19) Strengthening of Central Hindi Training Institute**

The Committee has recommended that Central Hindi Training Institute and its sub-centres established to impart intensive training to newly recruited employees should be strengthened.

This recommendation of the Committee has been accepted and is being implemented. Two Sub-Centres of the Training Institute have been established in the year 1990-91 and during the Eighth Fiveyear Plan it is proposed that more Sub-Centres may be established in other parts of the country. Sufficient provision has been proposed in the Eighth Five year Plan to strengthen the Central Hindi Training Institute and its Sub-Centres.

#### **(20) Hindi Training in long-term courses**

The Committee has recommended that training institute of various Ministries/Departments/Undertakings, etc. conducting long term courses should also teach Hindi as a subject. Financial sanctions for additional posts required for this purpose in the institutes should be accorded immediately.

This recommendation of the Committee has been accepted in principle. The Department of Official Language should request all the Ministries/Departments etc. to make necessary arrangements in training institutes directly under their charge and under the charge of Undertakings controlled by them.

#### **(21) Extension of departmental training arrangements for Hindi training**

The Committee has recommended that Ministries/Departments having no Hindi Training arrangements as yet should also make necessary departmental arrangements.

This recommendation of the Committee has been accepted. The Department of Official Language should direct all the Ministries/Departments to consider making departmental arrangements for imparting Hindi training in their Attached/Subordinate Offices/Undertakings/Autonomous bodies etc. and ensure Departmental arrangements as per requirement so that training in Hindi could be imparted to the remaining employees.

#### **(22) Broadcasting/telecasting Hindi course by All India Radio and Television**

The Committee has recommended that the duration and frequency of Hindi lessons broadcast by All India Radio should be increased and these lessons should also be telecast over Doordarshan.

This recommendation of the Committee has been accepted in principle. The Ministry of Information and Broadcasting and Ministry of Human Resource Development may review the situation according to this recommendation and take effective measures to implement the recommendation.

#### **(B) Organising Hindi Workshops**

The Committee has recommended that to overcome the hesitation of the officials to work in Hindi, workshops should be so organised that all such employees who possess knowledge of Hindi but have never been nominated for such workshops can participate in them. The Committee has also recommended that such workshops be organised regularly during the period of next five years with a view to ensure that every Hindi knowing employee is able to take part therein at least once a year and that he gets a fair opportunity to do his work originally in Hindi.

This recommendation of the Committee has been accepted in principle, Department of Official Language may reiterate its directives on the subject and recirculate to all the Ministries/Departments and offices etc. detailed instructions on organising workshops during the period of the next five years.

#### **(C) Facilities for Hindi teaching in educational institutes all over the country**

The Committee has recommended that Central Government may review the situation regarding teaching of Hindi in various parts of the country and ensure that proper arrangements exist all over the country in schools, colleges and universities for teaching various subjects through the Hindi medium and that there are no obstacles to the learning and teaching of Hindi or to the learning of and teaching through the Hindi-medium.

Since the primary responsibility of imparting education is of the State Governments, this recommendation of the Committee has been accepted only in principle. The Department of Education may take necessary steps to implement this recommendation in schools, colleges and universities run by Central Government. Besides, Department of Education should inform State Governments about this recommendation and should request them to take necessary measures to implement this recommendation.

#### **(D) Implementation of three-language formula**

The Committee has recommended that effective measures should be taken to implement the three-language formula in all States immediately and time limit should be fixed for this purpose and concrete steps taken to achieve the target.

Since the responsibility for implementing the three language formula, primarily rests with the State Government, this recommendation of the committee has been accepted in principle. The Department of Education, after thorough consideration and where necessary in consultation with the State Governments should chalk out specific programmes and encourage the State Governments for its implementation. Besides, the Department of Education should take effective steps for the implementation of three-language formula in Central Schools and Navodaya Vidyalayas under their control.

#### **(E) Option of Hindi in interview for recruitment**

The Committee has recommended that advertisements for recruitment, bio-data forms and call-letters for interviews to be sent to the candidates should be both in Hindi and English. Besides, it should be specifically made clear to the candidates that they can opt for either Hindi or English in the interview. In addition, he should also be asked to intimate in writing the language, in which he would like to be interviewed so that the Selection Board might interview him in that language. The Committee has also recommended that interview boards should also be so constituted that the members of the Board should have knowledge of Hindi.

The recommendation of the Committee that in interview for recruitment, option of Hindi medium should be also available alongwith English and that candidates should be clearly asked in the call letter to intimate their option regarding the language of interview, has been accepted. The recommendation regarding constitution of Selection Board has also been accepted in principle with the modification that Selection Boards should be constituted in such a way that conversation with the candidates who desire to be interviewed in Hindi could be carried on in Hindi.

The Department of Personnel and Training should issue appropriate directions to all the Ministries/Departments in this regard.

#### **(F) Option of Hindi medium in recruitment and entrance examination of agriculture, engineering and medical sciences**

The Committee has recommended that in agriculture, engineering and medical science, institutes, which are under the control of the Central Government in one way or the other the option of Hindi medium should be immediately made available to the candidates in the entrance and recruitment examination conducted by them and they should also make arrangements for imparting instructions through the medium of Hindi in case a candidate so desires. The Committee has also recommended that serious efforts should be made, for commencing medical education through the medium of Hindi also in the near future and that for this purpose action should be initiated to get the text books and reference literature prepared in Hindi.

This recommendation of the Committee that option of Hindi medium in entrance examination should be immediately made available in all such institutes which are under the control of Central Government one way or the other has been accepted. The Department of Education, Indian Council of Agricultural Research and Ministry of Health and Family Welfare should ensure appropriate action in this regard so that option of Hindi medium could immediately be made available to the candidates in the entrance examinations. In the matter of option of Hindi medium for imparting education in engineering and agriculture, the recommendation of Committee has been accepted in principle. However, various institutes should be allowed to formulate a time bound programme to provide the option of Hindi medium keeping in view the circumstances. The Department of Education and Indian Council of Agricultural Research may issue appropriate directions to the institutes under their control and ensure their compliance.

The recommendation of the Committee that serious efforts should be made to impart education in medical sciences through Hindi medium in near future and that for this purpose, action should be initiated for preparation of text books and reference literature in Hindi has been accepted. Ministry of Health and Family Welfare may ensure appropriate action in this matter and formulate a time-bound programme for this purpose and take action accordingly.

**(G) Review of various recruitment rules in vogue so as to ensure that requisite changes are made in accordance with the Official Language Resolution, 1968**

The Committee has recommended that according to the Official Language Resolution, 1968 passed by Parliament recruitment rules of all posts should be reviewed with a view to examining whether it is necessary to have the knowledge of English and Hindi or both at the time of recruitment. Where for a particular post the knowledge of a particular language is not essential, the option of English or Hindi should be given to the candidate and if at the time of recruitment he does not have the knowledge of Hindi, a provision should be made in the rules requiring him to acquire the same during his probation period.

The recommendation of the Committee has been accepted. The Department of Official Language, in consultation with the Department of Personnel and Training may request all the Ministries/Departments to review the recruitment rules in view of the said provision in accordance with a time-bound programme, in the case of candidates who do not have knowledge of Hindi. Department of Personnel and Training may be requested to make a provision requiring them to acquire the requisite knowledge of Hindi during the probation period.

**(H) Training through the medium of Hindi in the Training Institutions**

**(1) All types of Training to be Imparted through Hindi medium**

The Committee has recommended that all types of training courses whether they are of short duration or long duration, should be conducted through Hindi Medium as after undergoing training in Hindi medium it would be convenient for the employees to do their work originally in Hindi. This provision should be given effect to immediately atleast in the training institutions functioning in regions 'A' and 'B'. In case some of the employees nominated for training in these Institutes do not possess knowledge of Hindi of the requisite standard, they should be sent for training only after they attain such knowledge of Hindi.

This recommendation has been accepted in principle with respect to regions 'A' and 'B'. The Department of Official Language may, in continuation of their Office memorandum dated 11-11-1987, issue instructions to all the Ministries/Departments for its implementation within the prescribed period.

**(2) Arrangements for Hindi training on the commencement or service for new recruits who do not possess knowledge of Hindi**

The Committee has recommended that if newly recruited employees who do not have knowledge of Hindi are required to receive training on the commencement of their service, arrangements should be made to impart Hindi training first.

This recommendation has been accepted in principle. The Department of Official Language may issue directions to all the Ministries/Departments to implement the same.

**(3) Conducting Intensive training courses in Hindi in long-term training courses of the training institute**

The Committee has recommended that wherever long term training courses are being conducted, intensive training courses in Hindi should also be conducted in the training institutes so that the trainees who do not know Hindi, undergo the professional training after acquiring the knowledge of Hindi.



This recommendation of the Committee has been accepted in principle. The Department of Official Language may issue directions to all the Ministries/Departments to implement the recommendation.

**(4) To familiarise the trainees with the Official Language Policy of the Government in the training courses of 15 days duration or more**

The Committee has recommended that wherever possible and especially in training courses of 15 days duration or more, the trainees should be familiarised with the Official Language policy of the Government as well as with the rules, orders etc. issued in this regard.

This recommendation of the Committee has been accepted in principle. The Department of Official Language may issue directions to all the Ministries/Departments to implement the recommendations.

**(5) Translation of course-material relating to training**

The Committee has recommended that course-material relating to training should be translated early.

This recommendation of the Committee has been accepted. The Department of Official Language may in continuation of Office Memorandum dated 11-11-1987 direct all Ministries/Departments to implement the recommendation within a prescribed time limit.

**(6) Incentive schemes available in various Ministries/Departments for writing original books on technical subject concerning their field of work should be made more liberal and attractive**

The Committee has recommended that the incentive schemes being run by various Ministries/Departments for writing original books on technical subjects concerning their field of work for translating into Hindi the books written in English should be made more liberal and attractive and those Ministries/Departments, as have not yet introduced such schemes should also introduce similar schemes.

This recommendation of the Committee has been accepted in principle. The Department of Official Language may issue directions to all the Ministries/Departments to implement it.

**(7) Special incentive to the teachers of the training Institutes for writing books on their subjects in Hindi**

The Committee has recommended that the teachers employed in the training institutes should be given special incentives for writing or translating the books relating to their subjects so that they could endeavour to produce necessary course material and reference literature in Hindi.

This recommendation of the Committee has been accepted in principle. The Department of Official Language may issue directions to all the Ministries/Departments to implement the recommendation.

**(8) Special incentives to encourage the retired and capable officers and teachers of the Central Government and Universities for writing original books on selected subjects in Hindi**

The Committee has recommended that in order to derive advantage of long experience and the expertise of the retired and capable officers and teachers of the Central Government and Universities, they should be encouraged through special incentives to write original books in Hindi on selected subjects.

This recommendation of the Committee has been accepted in principle. The Department of Official Language should issue direction to all the Ministries/Departments to implement the recommendation.

**(9) Arrangement of training for translation of foreign languages directly into Hindi in the School of Foreign Languages**

The Committee has recommended that arrangements should be made for direct translation from foreign languages into Hindi in the School of Foreign Languages run by the Ministry of Defence so that manuals etc. in foreign languages could be directly translated into Hindi.

This recommendation of the Committee has been accepted in principle. For this purpose the Ministry of Defence should evaluate the present position and make available necessary resources to the School of Foreign Languages for making appropriate arrangements.

**(10) Teaching Hindi to the teachers working in Training Institutes**

The Committee has recommended that arrangement should be made for teaching Hindi to those teachers of the various training institutes who do not possess the knowledge of Hindi of the requisite standard. Arrangement for training of teachers can be made by the Department of Official Language.

This recommendation of the Committee has been accepted in principle. The Department of Official Language should run special programmes for training of the teachers and intimate this to all the Ministries /Departments and the training institutes under their control so that all teachers could be given training of Hindi of the requisite standard.

**(11) Transfer of teachers working in 'A' and 'B' regions who are competent to impart training through the medium of Hindi to region "C" for some-time**

The Committee has recommended that it will be easier to impart training through Hindi medium in the training institutes in region "C" if teachers from 'A' and 'B' regions are transferred to region 'C' for a short duration to impart training through the medium of Hindi. Such teachers should be given special and attractive pay for the period of their stay in region 'C'.

This recommendation of the Committee has been accepted in principle. To attract the teachers of regions 'A' and 'B' to work in region 'C' the Department of Official Language may in consultation with the Ministry of Finance and Department of Personnel and Training take appropriate action accordingly for providing special pay etc.

**(1) Strengthening of the Department of Official Language**

The Committee has recommended that the Department of Official Language should be suitably strengthened and equipped to enable it not only to take appropriate and early action on the report of the Committee but also to ensure proper implementation of the Official Language Policy.

This recommendation of the Committee has been accepted in principle. Keeping in view the prevailing economic position in the country, the Department of Official Language may reformulate its proposals in this context and ensure its implementation in consultation with the Department of Expenditure.

2. The following recommendations of the Committee are still under consideration and decision thereon will be intimated later :—

1. In para 18.10 of Committee's Report the proposal regarding option of Hindi medium in all recruitment examinations.

2. In para 18.12 of the Committee's Report the recommendation to dispense with the compulsory English question paper in recruitment examinations.

Sd/-

(MAHENDRA NATH)

Joint Secy. to the Govt. of India