

## **Part-4**

### **Chapter-15**

#### **Conclusions and Recommendations**

**15.1** The Committee of Parliament on Official Language has been constituted in 1976 under section 4 of the Official Languages Act, 1963. According to this section, it is the duty of the Committee to review the progress made in the use of Hindi for Official purposes and submit a report to the President making recommendations thereon and the President shall cause the report to be laid before each house of Parliament and send to all the State Governments. The Committee decided that it would submit its report in various parts and each part would relate to a specific aspect of the Official Language Policy. In pursuance of this decision, the Committee has already submitted eight parts of its report to the President and the following specified aspects have been included in these parts:-

- (a) In the First Part, recommendations have been made regarding translation arrangements in the Central Govt. offices and the issues connected therewith like the evolution of terminology in Hindi, appointment of competent and suitable officers for translation work and their training and refresher courses; the arrangements for translation directly into Hindi of the material containing up to date information brought out in the languages of the developed countries; and the translation of the codes, manuals, forms and procedural literature as well as literature used for training purposes by various Ministries/Departments and Undertakings etc.
- (b) In the Second Part of the report, after strengthening translation arrangements in the offices of the Central Government, recommendations have been made keeping in view the necessity of adequate mechanical aids. In this part of the report, mention has been made regarding the need and utility of mechanical devices in the official work and the provision of Devanagari Script therein as also the availability and training of the man-power deployed thereon and the arrangements relating to the production and supply of various mechanical aids, etc.
- (c) In the Third Part of the report of the Committee, the existing arrangements in schools and universities within and outside the country for the teaching of Hindi and providing education through the medium of Hindi in other subjects as a result of the implementation of three language formula and the efforts made by the voluntary organizations and the various institution of Central Govt. in the propagation and spread of Hindi had been reviewed. In this part, a review of Ministries had also been done relating to the present position of in-service training in Hindi of Central Government employees in different regions and further programmes in this regard and the committee in the aforesaid part, endeavored to ascertain the type of provisions made for making Hindi or English compulsory in the examinations and interviews for direct recruitment and departmental examinations conducted by the Central Government and in recruitment rules for various posts as also the extent to which Hindi is being

used as the medium of training in various training institutions of the Central Government and how the same could be improved so as to ensure the use of Hindi as Official Language in the offices of Central Government.

- (d) In the Fourth Part of the Report, a review has been made on the existing position regarding the progressive use of Hindi and the implementation of Official Language Policy and a review has also been made of the position regarding the use of Hindi in the Official work of various Ministries, Departments, Offices, Undertakings, Autonomous bodies and their Central Regional and branch offices in the light of the items and targets set forth in annual programme issued by the Department of Official Language.
- (e) In the Fifth Part of report of the Committee, recommendations have been made by reviewing and evaluating the language of legislature and the language to be used in various courts etc. In addition to this, a review has also been made of the position of use of Official Language Hindi in official work in the offices of Central Government.
- (f) In the Sixth Part of the Report, the Committee has reviewed the use of Official Language Hindi in correspondence between the offices of Central Government and State Governments. The Committee has also reviewed the action taken by the Government on the recommendations made in the various parts of the report.
- (g) Seventh part of the committee's Report contains a review of the progressive use of Hindi in the Central Government Offices inspected by the Committee of Parliament on Official Language. It reflects upon the role of the various Committees set up by the Government to monitor the implementation of the Official Language Policy. It also contains a statistical summary and analysis regarding usage of Hindi in Central Government Offices after classifying them according to the Ministries/Departments and further classifying them as per region 'A', 'B' and 'C'. Based on this data the Committee has identified various areas which can help to improve the prevailing position. This part of the report deals with various important topics viz: propagation of Hindi for Official purposes; the position of Hindi in the field of Law; original use of Hindi in Government work; availability of publications relating to Administration and Finance in Hindi; position regarding after discussion with representatives of States and Union Territories; the status of Hindi in the perspective of Globalization and the challenge of Computerization to Hindi.
- (h) In the Eight part of the report the Committee has submitted its recommendations for progressive use of the official language in Central Government Offices. The eighth part of the report was put up before the Hon'ble President on 16.08.2005. In this part the Committee has submitted its recommendations on Section 3 (3) of Official Languages Act, 1963, rule 5 of official language rules 1976, correspondence in Hindi, the situation of

compliance of the Presidential orders regarding code manuals and training, Ministry-wise/region-wise analysis, purchase of books in Central Government offices, computerization and Hindi, necessity of Hindi knowledge in recruitment rules, availability of Hindi medium in teaching and training institutes, expenditure on Hindi advertisements and use of Hindi in commercial activities of public sector undertakings. The Committee had made 75 recommendations in total of which only 13 were not accepted by the President. Rest 62 were accepted in original form or with partial amendments.

**15.2** The Orders of the President have already been issued on eight parts of the Committee's report. The recommendations of the Committee have also been mentioned in these orders. A compilation of these orders is available as a publication with the Secretariat of the Committee of Parliament on Official Language.

**15.3** This is the Ninth part of report. This report consists of four parts. In Chapter 1 of part 1 formation, membership, activities of the Committee and Statutory provisions regarding Official language and the details of the Commissions formed from time to time have been provided. Besides, orders of the President 1960, Official Language Act 1963, official language rules 1976 etc. have been discussed in detail.

Chapter 2 consists of actions taken on last eight parts of the report of the Committee. Besides, recommendations of the Committee which were not accepted or partially accepted have been presented in this Chapter.

Ninth part of the report has been highlighted in Chapter 3. There is a brief description of the Committee in this Chapter, objectives of the Committee and review report based on the inspections carried out by the Committee from 01 April, 2005 to 30 September, 2010 has been presented. Chapter -3 reflects the whole report and it briefly presents a summary of every chapter of the report.

In Chapter - 4 the Committee has expressed its gratitude to the Hon'ble Chairman and esteemed Hon'ble members for their guidance. The Committee has also expressed its gratitude to the eminent persons and officers of the Government Offices for their cooperation. The Committee has expressed its special gratitude to the Secretary of the Committee.

In part - 2 the Committee has reviewed the progressive use of Hindi Ministry-wise and region-wise on the basis of the inspections conducted by the Committee from 01 April, 2005 to 30 September, 2010. In addition to this, a review of progressive use of Hindi on the basis of inspection of 869 offices which were inspected for the first time and 236 offices which were inspected again after 10 years has been presented.

In part 3 the Committee on the basis of its experiences has discussed problems faced by TOLICs and has given suggestions for their better implementation. Besides, availability and role of technology in the progressive use of Hindi, position of Hindi in the field of education and technology, necessity of knowledge of Hindi for the Central Government employees before joining service, salient features of the use of Hindi in the advertisements issued by the Central Government, objectives of purchasing Hindi books and publication of

Hindi journals have been discussed in detail. The Committee has also presented a review of the information received during the Oral Evidence undertaken by the Committee.

On the basis of evaluation of different chapters of the report the Committee makes the following recommendations:-

### **RECOMMENDATIONS:**

1. The Committee has observed that the recommendations prepared with collective wisdom are not being deeply analysed by the Department of Official Language. Thus, effective orders are not being issued on the recommendations made by the Committee due to which fruitful results are not achieved. Therefore, the Committee suggests that the Department of Official Language before issuing final orders on the recommendations may hold discussions with the Committee. After issue of orders, the Department of Official Language may pursue their implementation in all Ministries/Departments of the Government of India, in a time bound manner.
2. The recommendations made in the previous eight parts which have not been accepted or accepted with modifications should be reviewed and appropriate orders issued in keeping with recommendations.

(S.No. 1-2, Ref. part -1, Chapter-2)

3. The situation has improved in Ministry/Departments where more than 25 % of officers/employees were found to be untrained in eighth part of the report but in Ministries/Departments where training work is almost complete at that point of time, number untrained officers/employees has again increased. Taking a serious note of this, the Committee recommends that the Ministries/Departments should pay special attention to the training work so that it gets completed at the earliest. The Department of Official Language too should pay special attention so that the training gets completed within one year. Newly recruited personnel not having working knowledge of Hindi should be sent on training by the Government immediately after recruitment.
4. The Committee recommends that the Department of Official Language should make their monitoring machinery more effective and should pay special attention on increasing the percentage of Hindi correspondence in Ministry/Department. It should not decrease.
5. The Committee found that more than 50 % of the work is being done on computer in 11 Ministries/Departments. In the Ministry of External Affairs and Department of Science and Technology work on computers is less than 20 %. Hence, the Committee recommends that all Ministries/Departments should immediately provide facility of bilingual computers and should train officials working on computers so that they can work in Hindi also.

6. It has also come to the knowledge of this Committee that guest faculty called for Hindi workshops by some Departments/Ministries etc. are paid honorarium at a lesser rate than paid to the guest faculty called for other subjects. The honorarium paid for guest faculty for Hindi workshops should be at par with the honorarium paid for other subjects.
7. Secretary (Department of Official Language) should take up this matter of violation of Rule 5 of the Official Language Act, 1976 with the Secretaries of the concerned Ministries/Department.
8. Secretary (Department of Official Language) should take up the matter of violation of section 3 (3) with the Secretaries of the concerned Ministries/Departments.

(S.No. 3-8, Ref. part -2, Chapter-5)

9. Stress should be given on providing training to officials knowing Hindi so that they can do their official work in Hindi. For this purpose, desk training can prove to be effective. This effort should be geared up especially in 'A' and 'B' regions. In region 'C' firstly the officials must be given Hindi training in a time bound manner.
10. To maximize use of Hindi on the computers, Department of Official Language should make arrangements for providing training to the officials in collaboration with Hindi Teaching Scheme.
11. The senior most officer of every office should be assigned the responsibility to review the work done in Hindi by his subordinate officers on any day of the last week of every month in order to achieve the target of correspondence in Hindi by the office. The senior most officer may fix targets for doing work in Hindi in the next month and give directions to the official regarding the works to be accomplished in Hindi.
12. The Committee also recommends that Hindi posts lying vacant in various offices may be filled without delay.
13. Appropriate steps should be taken to make available training material in bilingual in all training institutes.
14. In every office Official Language Implementation Committee (OLIC) should improve its execution and in each meeting of OLIC aforementioned issues may be reviewed and accordingly appropriate action should be taken.
15. In the Annual Confidential Report of officers/employees of all cadres two columns mentioned below may be incorporated :
  - (a) What is the target set for the officer/employee to work in Hindi.
  - (b) To what extent has the officer/employee succeeded in achieving this target.  
In this regard senior officer may give his remarks.
16. To make the monitoring machinery effective the Committee recommends that an Proforma (related to Official Language) should be prepared and whenever an

officer (including senior most officers) visits an office on tour or for conducting inspections, he should invariably conduct an Official Language inspection of that office and fill the above mentioned proforma. It should be ensured that every office is inspected at least once every year by some higher authority. This inspection can be conducted by Ministry/Headquarter, any higher level office or by the Department of Official Language.

17. So far as monitoring is concerned it should be ensured that all the four meetings of the Official Language Implementation Committee are convened in all the offices and progress of Official Language in all the sections of the office is monitored in the meetings.

(S.No. 9-17, Ref. part -2, Chapter-7)

18. All the Ministries/Headquarters should ensure that each big and small office, bank, undertaking, institute, tribunal etc. under their administrative control becomes member of the TOLIC in their respective towns.
19. The Department of Official Language should make arrangements to incorporate the following items in the inspection proforma as well as Quarterly Progressive Report proforma made for the assessment of progressive use of Hindi in the Central Offices:
  - a. Whether TOLIC has been set up in your town?
  - b. Is your office a member of this TOLIC?
  - c. If yes, The name and designation of the officer participated in the last meeting  
(date ) of the TOLIC,
  - d. If not, why the membership of TOLIC has not been obtained so far?
20. There should be mutual cooperation and proper coordination. If there is no Hindi Officer posted in the office of the Chairman of TOLIC, the responsibility of the Member Secretary of the Committee may be assigned to a competent and experienced Hindi Officer of another office from the town. An officer other than the Hindi officer should not be assigned the responsibility of Member-Secretary of the TOLIC.
21. With regard to the amount incurred on organizing the meetings of TOLIC, the recommendation of the Committee made in the eight part of its report must be implemented immediately. Further the amount being provided for organizing the meetings should be increased by 15 % every year.
22. At least one Hindi post may be created in all the Central Govt. Offices for implementation of the Official Language Policy. The concept of creation of minimum Hindi posts to implement the official language policy must be implemented with immediate effect.
23. Any post of Hindi remaining vacant for more than a year, should not be abolished.

24. A conference meeting comprising Secretary, Department of Official Language, Chairman TOLIC and Member Secretary may be organized every year in region A, B & C by the Department of Official Language to exchange views with each other.
25. The information regarding TOLIC meetings, participation of Head of offices, the attendance of officers of Regional Implementation Offices in the meeting etc may be provided to Department of Official Language so that TOLICs can be monitored and objective of these committees are achieved.
26. As more and more TOLICs are being constituted all over the country, the number of Regional Implementation Offices and its officials must be increased in the same ratio.

(S.No. 18-26, Ref. part -3, Chapter-8)

27. The Committee suggests that a standard font should be developed which can be used easily universally and that should be loaded in all softwares. In addition, a standard Key-board too should be finalized and loaded in all softwares.
28. The Committee is of the opinion that the NIC should accept only those data/materials for developing website which is submitted to them in bilingual form.
29. An awareness program should be started by Ministry of Information Technology in all the Ministries of the Government of India regarding availability of software developed by C-DAC. These Ministries will further spread knowledge about it in their subordinate offices and concerned offices. This should include salient features, utility and price of software packages.
30. Training should be imparted to consumers about various specialties and utilities of a software package. It is not possible to train consumers individually but the software developing bodies like Ministry of Information Technology or C-DAC may consider launching training program for Trainers from Ministries/ Departments so they can further impart training to consumers in Offices/Departments.
31. Therefore, it is suggested that all the software developers (C-DAC and others) should start a process of feedback and on that basis should bring a change in its product according to their need so that lacuna, if any, can be removed.
32. A special training programme on the above subjects including practical classes should be conducted by the Department of Official Language for the personnel of the Central Secretariat Official Language Services in the first instance; other Hindi officers should be similarly trained thereafter.

(S.No. 27-32, Ref. part -3, Chapter-9)

33. Ministry of Human Resource Development should make serious efforts to make Hindi Language compulsory in curriculum. As a first step, Hindi should be made

a compulsory subject upto tenth standard in all schools of CBSE and Kendriya Vidyalaya Sangathan.

34. To give autonomy in the fields of higher studies to Higher educational institutes some laws have been framed by the Central Govt and State Govts in Parliament and in the Legislative Assemblies of the state under which, in some Universities and Higher Educational Institutes, English is the only medium of instruction. In this regard, a uniform policy should be followed in all parts of the country. The Ministry of Human Resource Development should work out an action plan for implementing Hindi teaching scheme in all Universities/Higher Educational Institutes and initiate the process of implementing a common law and table it before both the Houses of Parliament.
35. Ministry of Human Resource Development should take note of such Universities and higher educational institutes where there are no Hindi Departments. It should encourage them to establish Hindi Departments so that these departments could extend help in imparting education through Hindi medium.
36. The universities and Higher Educational Institutes situated in non-Hindi speaking states where the students are not given an option for Hindi to appear in exams/interviews must be given an option to answer in Hindi.
37. The financial aid given to the voluntary Hindi institutes is only for name sake and the Ministry of Human Resource Development should take effective steps to increase this grant.
38. The reading material and the text books of technology should be prepared in Hindi by specialists of the subject who have knowledge of Hindi and they should be responsible to make available reading material and text books in Hindi in the correct form so that there is no possibility of mistakes.
39. At school level, degree level and especially at Post Graduate level very less reading material is available in Hindi as compared to material available in English. If teaching and training material is made available in simple Hindi this will be helpful to the students of Hindi medium and in this way they can compete with the students of English medium.
40. Original books on science should be written in simple Hindi.
41. Hindi writers and translators may be recruited for technical subjects and universities may be selected to teach Hindi to foreign students.
42. During various inspections, oral evidences and discussion programmes the Committee has arrived at the conclusion that some difficulties are being faced in the practical usage of some of the difficult words in Hindi. Thus, to enable the reader to grasp the language easily and for its practical usage “English words may be transliterated in Hindi and replaced for difficult Hindi words in Hindi text books and glossaries.”

43. Different Hindi synonyms for various scientific and technical English words are being used which causes problems in the implementation of Hindi. To overcome this problem standard terminologies are required to be prepared so that there is uniformity in Hindi synonyms of various scientific & technical word in English and complicated scientific & technical subjects are presented easily in Hindi.

(S.No. 33-43, Ref. part -3, Chapter-10)

44. It is recommended that a minimum level of Hindi education be fixed in all the educational institutions.

45. Option of attempting question papers through Hindi medium should be given to the candidates in the recruitment to Central Government services.

46. A minimum level of knowledge of Hindi for all services should be fixed.

47. A proposal for making Hindi education compulsory up to Class tenth should be introduced in the Parliament.

(S.No. 44-47, Ref. part -3, Chapter-11)

48. The Committee reiterates its recommendation of at least 50% of total expenditure on any form of advertisement to be incurred on Hindi advertisements and remaining 50% on Regional Languages and English Language.

49. As far as possible strictly adhere to advertising in Hindi and Regional Languages only.

50. Where it is mandatory to issue advertisement bilingually, the same may be issued in the diglot form.

51. To counter the higher cost, the advertisements in Hindi Newspapers may be given prominently with bigger size at starting pages and that in English Newspapers at relatively smaller size and in middle or ending pages.

(S.No. 48-51, Ref. part -3, Chapter-12)

52. The Committee is of the opinion that Scientific/Research and other Research institutions spend a large amount on purchase of books. If this exemption continues the major portion of library budget will be spent on the purchase of the journals and reference books and will adversely affect the purchase of Hindi books. This will be a deviation from the original purpose. Therefore, clear orders in this regard may be issued that in any case 50% out of the total amount for purchase of books should be used for the purchase of Hindi books. The Committee recommends that in the offices where library budget is not allocated, minimum 1% of the Office Expenditure Head may be spent on the purchase of Hindi books. It is also to be kept in mind that 50% of total library budget or 1% of the total Office Expenditure Head, whichever is more, may be spent on purchase of Hindi books.

53. Original book writing scheme should be made more attractive and prize amount should be increased.

54. There are many Government officials who are engaged in creative writing in Hindi and are contributing immensely in enriching Hindi literature. The Committee suggests that such talented officials may be given encouragement or promotion.
55. Translation of good English books should be encouraged and a scheme should be proposed. This may be called "Outstanding Translation Scheme".
56. The Committee recommends that 'book clubs' should be set up through welfare clubs in all the Ministries/Departments/Offices of the Central Government.
57. The Committee recommends that the Time Table published by Air India should be printed bilingually so that the stipulated Rule in this regards doesn't get flouted.
58. The Committee recommends that the 'Swagat' published by Air India should be published bilingually in one bound.
59. The Committee recommends that the Department of Official Language after discussion with the concerned Ministries/Departments should consider adding a new column in the ACR referring to the ability of creative writing in Hindi.
60. The Committee is of the view that House Journals should be published in Hindi and in the regional language of the concerned region so that government officials capable of writing in their regional language may also get encouragement and opportunity to show their talent.

(S.No. 52-60, Ref. part -3, Chapter-13)

61. In future the Ministry of Railways should purchase and bring in use only those electronic equipment which have the facility of working on Devnagari. The facility of working in Devanagari should be made available without delay on telex, computers, and word processors etc which at present are only in Roman.
62. Newly created and vacant Hindi posts should be filled up urgently.
63. The Hindi computing foundation is doing a praiseworthy work on imparting the knowledge of Hindi language to officers and employees, teaching Hindi on computers and developing a software on Hindi for ensuring the maximum use of Hindi in Central Government offices especially Railway Department. This institute should be strengthened by the Ministry of Railways by giving it financial aid so that by the use of self developed technology the dependence of the Ministry on outsourcing could be stopped.
64. The Hindi software being used in Railway Board and its various subordinate offices situated all over the country should be standardized.
65. Announcements should be compulsorily made in Hindi besides English and Regional languages in Railway stations all over the country especially in the states of 'C' region.
66. The names and other details of products manufactured by the undertakings/factories of Ministry of Railways should be written both in Hindi and English.
67. All officers/staff related to Official Language Hindi working in the Ministry of Railways and all its subordinate offices should be given pay scales equivalent to

officers/staff working in other Ministries of the Government of India on similar posts and they should be given optimum opportunities of promotions.

68. At present there are three official websites of the Ministry of Railways which create confusion at times. Therefore, to make the position clear the Ministry of Railways should use only one official website and make it fully available in bilingual form.
69. Information on all Railway tickets should be provided in bilingual form so that there is no inconvenience to those knowing Hindi.
70. All advertisements given by the Ministry of Railways should be issued in bilingual form and Hindi should be given its proper place on all advertisements being given inside and outside the coaches of trains. Especially the banners, hoardings etc regarding advertisements at Railway stations and Railway compounds should be compulsorily in bilingual form.
71. Information on all quotations and forms should be published in bilingual form by the Railway board.

(S.No. 61-71, Ref. part -3, Chapter-14)
72. MEA should chalk out a time bound programme for making Hindi the Official Language of the United Nations.
73. Bilingual forms should be made available by all passport offices and forms filled in Hindi by applicants should also be accepted. Entries should also be made in Hindi in all passports being issued.
74. Information regarding passport and visa should also be made available in Hindi on the official website of the Ministry.
75. Posts of Hindi should be created in subordinate offices/Embassies etc of the MEA situated in foreign countries. Vacant posts of Hindi in offices/embassies should be filled as quickly as possible.
76. To make the Foreign Service officers well versed with the Official Language policy of the Union and the Official Language Act and Rules, these should be included in their training programme.
77. Copies of the book titled `India Perspective` published by the MEA which is an outstanding publication should be published with equal editions in Hindi and English.
78. The facility of working in Hindi should be ensured on computers being used in all passport offices, and work on computers should also be done mainly in Hindi.
79. In order to ensure the implementation of Official Language policy, the Ministry and all offices under its control must make the optimum utilization of its human resources.

80. Maximum usage of Hindi should be ensured on all tickets of Air India and Pawan Hans Helicopters.
81. All officers/staff of Official Language should be given suitable pay scales and equal opportunities of promotion should be made available to them and there should be no discrimination against them.
82. In future a Joint Secretary level officer must represent the Ministry in all the inspection meetings.
83. A time bound programme should be made to train all the untrained staff in Hindi and also fill in all the vacant posts of Hindi at the earliest in all subordinate offices of the Ministry.
84. The remaining officers/staff should be nominated to Hindi workshops for time bound training.
85. One post of Hindi should be created at Indira Gandhi Rashtriya Udan Academy, Raibareilly as per the specified rules and all training material of the Academy should be provided in Hindi.
86. The material and number of copies of the magazine 'Swagat' and 'Namaskar' published by NACIL should be equal in Hindi and English so that the Hindi copies of these magazines are easily available to all passengers.
87. The website of the Ministry and all offices under its control should be available in bilingual form and while updating the website, pages of Hindi should also be compulsorily loaded there.

(S.No. 72-87, Ref. part -3, Chapter-14)

88. According to the recommendations of the Committee, all Ministries/offices should spend a minimum of 50% of the total amount of advertisements on Hindi advertisements. Requisite amendments should be made by the Ministry of Information and Broadcasting in their advertisement policy of Oct 2007 as per the above recommendation of the Committee.
89. All translators-cum-announcers of Hindi should be given pay scales equivalent to those being given to translators-cum-announcers of Nepali, French and the foreign languages by the Directorate General of All India Radio.
90. The Hindi officer working in the subordinate office of the Ministry of Information and Broadcasting namely IIMC should be given the pay scale as per the recommendations of the sixth Pay Commission. Similarly, the Hindi officer working in the Press Council of India, another subordinate office of the Ministry of Information and Broadcasting should be given due promotion as per rules.
91. In view of the important role of AIR and Doordarshan Kendras located all over the country, the posts of Hindi lying vacant for a long-time in these Kendras should be filled on priority basis.
92. The time period of programmes being broadcast in Hindi by all Kendras of AIR and Doordarshan should be fixed.

93. The compilation of FR and SR should be published in Hindi for all Ministries and offices by the Publications Division and these should be made easily available.
94. Hindi dubbing/sub-titling of all films being shown in all Film Festivals being organized in the country by NFDC should be arranged so that the viewers could be linked to Hindi through good quality films.
95. Arrangements should be made for dubbing/sub-titling in Hindi of films produced by NFDC in regional languages. In addition, the corporation should make amendments in its sub-rules regarding film production, so that in the first leg, the script of films can be written in Hindi also and made available to all concerned.

(S.No. 88-95, Ref. part -3, Chapter-14)

96. All the office orders/office Memorandums/Circulars etc. being issued by the DOPT should immediately be uploaded in Hindi on the Department's website and while upgrading the information given on the website, its Hindi version should also be upgraded simultaneously.
97. The compilation of all the office orders/office Memorandums/Circulars etc. issued by the DOPT should be bilingually published through the Publications Division and it should be easily made available.
98. Lal Bahadur Shastri National Administrative Academy is an organization under the control of the DOPT which is a pioneer institute whose main job is to import training to the trainee officers of the Indian Administrative Service. Therefore, cent percent training material of the Academy should be made available in bilingual form.
99. The Committee suggests that in its training programme alongwith other subjects, the Academy should also make arrangements for giving training on the Official Language policy and the constitutional provisions of the Official Language so that all the officers can oversee the proper implementation of the Official Language policy in their offices of appointment.
100. For filling the vacant posts of Hindi in different offices all over the country, the Staff Selection Commission should chalk out a workable programme and make arrangements for its proper implementation.
101. In the inter-departmental examination conducted by the SSC, the English question paper should not be compulsory for Hindi stenographers.
102. All officers/staff of all the regional offices under SSC should be given Hindi training in a time bound manner and these offices should be notified under rule 10(4) of the Official Language rule 1976.
103. The option for Hindi medium is not being given to the candidates in all the exams conducted by UPSC citing the technical nature of the examinations. The Committee refused to accept this and suggests that all the talented Hindi language

examinees should be given the option of Hindi in all the examinations to provide them a suitable chance.

104. All the advertisements should be published in bilingual form by the Public Enterprises Selection Board which has been formed to implement the Managerial policy in the Central PSUs and for advising the Government on appointments to Senior Managerial posts in these undertakings.

(S.No. 96-104, Ref. part -3, Chapter-14)

In Addition to these recommendations, the recommendations made by the Hon'ble members of the Committee are as follows:

105. All dignitaries including Hon'ble President and all the Ministers especially who can read and speak Hindi may be requested to give their speech/statement in Hindi only.
106. Initiative should be taken in order to ensure compliance of Article 120 (2) of the Constitution which provides for use of Hindi or Mother Tongue in the Parliament.
107. In order to end the dominance of English (not its use), such schools should not be given recognition by the Government which do not impart education in Hindi or mother tongue.
108. There should be a provision for all the candidates willing to get employed in Central Government Offices to pass Hindi competitive exam in accordance with the post.
109. There should be a provision to ensure strict compliance of rules regarding expenditure on advertisements.

(Sl. No. 105 to 109 suggestions given by Sh. Shrigopal Vyas, Member, Rajya Sabha – Annexure-I)

110. There should be a provision for punishment for not complying to the Official Language Act. Such punishment should be obligatory in region 'A' & 'B'. Special marks should be awarded to officials working in region 'C'.
111. Purchase of Hindi newspapers and magazines should be made mandatory in all Central Government Offices, Public sector Undertakings, institutions funded by the Government, Private Companies engaged in public service. Stress should be given on the number of Hindi newspapers and magazines which should be more than that of English newspapers and magazines.
112. When material is published in Government press, it should be ensured that Hindi material is more than half of the material.
113. In all the Indian airplanes, half of the reading material should consist of Hindi newspapers and magazines. Hindi is grossly neglected by airlines. All the announcements should be made in Hindi followed by English.

114. The details of the products of all companies should be provided in Hindi and the name of the products should be given in Devanagari as well.
115. Devanagari should be used on notice boards or name plates at all public places. Name plates of all Government offices, semi Government offices and private companies should be in Devanagari and English may be used below.
116. Use of Hindi should be ensured in accordance with the Official Languages Act in all the companies which have the share-holding of the Government or public.

(Sl. No. 110 to 116 suggestion given by Sh. Hukumdev Narayan Yadav ,  
Member, Lok Sabha- Annexure-II)

117. With regard to the suggestions given by the Department of Official Language, (Annexure-III) the Committee is of the view that the Department of Official Language may take immediate action on the same.

(S.N0. 117, suggestions given by the Department of Official Language- Annexure-III)

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114. The details of the products of all companies should be provided in Hindi and the name of the products should be given in Devanagari as well.
115. Devanagari should be used on notice boards or name plates at all public places. Name plates of all Government offices, semi Government offices and private companies should be in Devanagari and English may be used below.
116. Use of Hindi should be ensured in accordance with the Official Languages Act in all the companies which have the share-holding of the Government or public.

(Sl. No. 110 to 116 suggestion given by Sh. Hukumdev Narayan Yadav ,  
Member, Lok Sabha- Annexure-II)

117. With regard to the suggestions given by the Department of Official Language, (Annexure-III) the Committee is of the view that the Department of Official Language may take immediate action on the same.

(S.NO. 117, suggestions given by the Department of Official Language- Annexure-III)

- |                                       |  |
|---------------------------------------|--|
| <p>1 (P. CHIDAMBARAM)</p>             | <p>2 (SATYAVRAT CHATURVEDI)</p>        |
| <p>3 (RAJENDRA AGRAWAL)</p>           | <p>4 (DR. PRASANNA KUMAR PATASANI)</p> |
| <p>5 (PROF. ALKA BALRAM KSHTRIYA)</p> | <p>6 (SREEGOPAL VYAS)</p>              |
| <p>7 (SHIVANAND TIWARI)</p>           | <p>8 (PRADEEP TAMTA)</p>               |
| <p>9 (DINESH CHANDRA YADAV)</p>       | <p>10 (NINONG ERING)</p>               |

11 (ASHOK ARGAL)

12 (GAJANAN D. BABAR)

13 (MAHABAL MISHRA)

14 (DARA SINGH CHAUHAN)

15 (DR. NIRMAL KHATRI)

16 (KISHANBHAI V. PATEL)

17 (RAMESH BAIS)

18 (Y. P. TRIVEDI)

19 (BRIJESH PATHAK)

20 (DR. BOTCHA JHANSI LAKSHMI)

21 (DHARMENDRA YADAV)

22 (SURESH KASHINATH TAWARE)

23 (HUKAMDEO NARAYAN YADAV)

24 (PROF. RAM GOPAL YADAV)

25 (DR. RAGHUVANSH PRASAD SINGH)

26 (PRABHAT JHA)

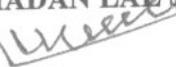
27 (J. M. AARON RASHID)



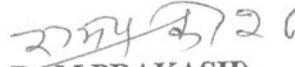
29 (MOHAMMED AMIN)



28 (MADAN LAL SHARMA)



30 (DR. RAM PRAKASH)





नई दिल्ली  
09.12.2010

आदरणीया पूनम जी

आपका दि.19.11.2010 का पत्र संख्या:-13011/1/2010-समिति-4 मिला है।  
इसमें नौवें खंड के लिए सुझाव मांगे गये हैं।

नेतृत्व करने वालो को उदाहरण रखना चाहिए , इस न्याय से सरकारी काम-  
काज में राजभाषा के रूप में सुप्रतिष्ठित करने की पहल सरकार को ही करनी  
होगी

1. अतः मेरा पहला सुझाव है कि देश के सर्वोच्च राजकीय पदों पर बैठे  
सभी को, विशेषकर जिन्हें हिन्दी बोलनी और पढ़नी आती है ,वे अपने भाषण/  
वक्तव्य हिन्दी में ही दें या पढ़ें इसका आग्रह करना चाहिए। इस श्रेणी में  
राष्ट्रपति सहित सभी मंत्री आते हैं।

2. संसद में हिन्दी या मातृभाषा का उपयोग करने के संवैधानिक  
प्रावधान अनु. 120 (2) का पालन कराने के लिए योग्य पहल करनी चाहिए।

3. अंग्रेजी के प्रभुत्व को (उपयोग को नहीं) जड़ से समाप्त करने हिन्दी  
या मातृभाषा में प्राथमिक शिक्षा न देने वाली शालाओं को शासकीय मान्यता  
नहीं देनी चाहिए।

4. केन्द्रीय कार्यालयों में काम चाहने वालो को पद के अनुसार हिन्दी  
प्रतियोगिता परीक्षा उत्तीर्ण करने का प्रावधान करना चाहिए।

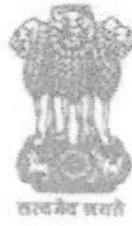
5. विज्ञापनों पर खर्च संबंधी नियमों को अधिक कठोरता से पालन  
कराने के प्रावधान करने चाहिए।

शुभकामनाओं सहित

श्रीगोपाल  
( श्रीगोपाल व्यास )

हुक्मदेव नारायण यादव

संसद सदस्य  
(लोक सभा)



4, डा. विशम्भर दास मार्ग,  
नई दिल्ली - 110 001  
मोबाइल : 9013180264  
09431220044

सदस्य :

- कृषि संबंधी समिति
- परामर्शदात्री समिति - शहरी विकास मंत्रालय
- आश्रवासन संबंधी समिति
- संसदीय राजभाषा समिति

दिनांक: 23.11.2010

माननीय

उपसभापति जी,  
संसदीय राजभाषा समिति।

प्रिय महोदय,

समिति के प्रतिवेदन के नौवें खंड के लिए सुझाव भेज रहा हूँ।

1. राजभाषा अधिनियम का अनुपालन नहीं करने पर दण्डात्मक प्रावधान होना चाहिए। क और ख क्षेत्र के लिए दण्ड का प्रावधान अनिवार्य हो। ग क्षेत्र के लिए प्रोन्नति में विशेष अंक देने की व्यवस्था की जाए।
2. सभी सरकारी उपकरणों, सरकारी अनुदान पाने वाली संस्थाओं, सार्वजनिक सेवा में लगी निजी कम्पनियों तथा सरकारी कार्यालयों में हिन्दी के पत्र और पत्रिका को अनिवार्य किया जाए। अंग्रेजी से उनकी संख्या अधिक हो। संख्या पर जोर दिया जाना चाहिए।
3. सरकारी प्रेसों में जो भी छपाई हो उसमें हिन्दी की संख्या आधे से अधिक हो।
4. सभी भारतीय हवाई जहाजों पर हिन्दी के पत्र और पत्रिका आधा जरूर रहे। विमानों में हिन्दी की घोर उपेक्षा की जाती है। सभी उद्घोषणा हिन्दी के साथ-साथ अंग्रेजी में हो।
5. सभी कम्पनियों के उत्पादों पर हिन्दी में विवरण दिये जाये और उनके नाम देवनागरी में भी लिखा जाए।
6. सभी सार्वजनिक स्थलों पर सूचना पट या नामपट देवनागरी में लगाया जाए। सभी सरकारी, अर्द्धसरकारी और निजी कार्यालयों के नामपट देवनागरी में रहे, नीचे अंग्रेजी में लिखा जाए।
7. जिन कम्पनियों में जनता का शेयर और सरकार का शेयर लगा है उसमें हिन्दी का प्रयोग राजभाषा अधिनियम के अनुसार अवश्य हो।

आशा है प्रतिवेदन में इस पर विचार किया जाएगा।  
सादर,

आपका,  
  
(हुक्मदेव नारायण यादव)

महत्वपूर्ण  
प्राथमिकता

संख्या 1/20012/09/2010-रा.भा.(नीति-1)

भारत सरकार  
गृह मंत्रालय  
राजभाषा विभाग

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लोकनायक भवन, खान मार्केट,  
नई दिल्ली, दिनांक: 22.02.2011

सेवा में

सचिव,  
संसदीय राजभाषा समिति,  
11, तीन मूर्ति मार्ग,  
नई दिल्ली ।

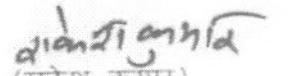
विषय:- संसदीय राजभाषा समिति के प्रतिवेदन के नौवें खंड में शामिल किए जाने के लिए सुझाव ।

महोदया,

कृपया उपर्युक्त विषय पर संसदीय राजभाषा समिति सचिवालय के दिनांक 07.12.2010 के पत्र संख्या 13011/1/2010-समिति-4 का संदर्भ लें ।

2. संसदीय राजभाषा समिति के प्रतिवेदन के नौवें खण्ड में शामिल करने के लिए राजभाषा विभाग के सुविचारित मत संलग्न है ।

भवदीय,

  
(राकेश कुमार)

निदेशक (तकनीकी/नीति)

टैलिफैक्स: 24617 695

E-mail: rakesh.kr@nic.in

गृह मंत्रालय  
राजभाषा विभाग

विषय:-संसदीय राजभाषा समिति के प्रतिवेदन के 9वें खण्ड में शामिल किए जाने के लिए राजभाषा विभाग के सुझाव ।

1. हिंदी के प्रयोग में कार्यपालिका के शीर्षतम स्तर की सहभागिता सुनिश्चित करना

(I) संगठनों के कामकाज की शीर्षस्थ समीक्षा बैठकों में राजभाषा नीति के कार्यान्वयन की समग्र स्वरूप में समीक्षा, एक अनिवार्य मद रहे । इस समीक्षा में हिंदी अधिकारियों के संवर्ग की संरचना, आई.टी.टूल्स की उपलब्धता तथा हिंदी शब्दकोष के निर्माण और वेबसाइट के माध्यम से प्रसार, तथा आई.टी. की प्राइवेट एजेंसियों द्वारा विकसित कराए जा रहे साफ्टवेयर के आरंभ से ही द्विभाषीय होने जैसी मदें शामिल हों ।

इन बैठकों में यथासाध्य कुछ समय हिंदी में बोलचाल का प्रयास हो ।

(II) मंत्रालयों में गठित हिंदी सलाहकार समितियों तथा राजभाषा कार्यान्वयन समितियों में समीक्षा हेतु मदों की एक सुस्पष्ट चैक लिस्ट बनायी जाए ताकि उन महत्वपूर्ण बिंदुओं पर आवश्यक रूप से चर्चा हो ।

(III) विभिन्न मंत्रालय/विभाग अपने क्षेत्र विशेष के सामयिक विषयों पर हिंदी माध्यम से विचार-संगोष्ठियां आयोजित करें जैसे स्वास्थ्य मंत्रालय एच.आई.वी. एड्स की रोकथाम पर तथा पर्यावरण एवं वन मंत्रालय जलवायु परिवर्तन पर । इससे हिंदी का शब्दकोश बढेगा और बोलने की हिचकिचाहट कम होगी ।

## II. सूचना प्रौद्योगिकी (आई.टी.) की एप्लीकेशंस में सुनियोजित वृद्धि

- (i) केन्द्र सरकार के कार्यालयों द्वारा उपलब्ध करायी गई सभी ई-कामर्स सुविधाओं जैसे रेलवे आरक्षण, तथा वायु यात्रा आरक्षण को हिंदी में भी उपलब्ध कराया जाए।
- (ii) केन्द्रीय वित्तीय सेवाएं विभाग तथा आर.बी.आई. कोर बैंकिंग सेवा के लिए डेटा-बेस प्रोसेसिंग को द्विभाषीय बनवाएं। प्रायः यह कार्य निजी क्षेत्र की प्रख्यात आई.टी. कंपनियों के माध्यम से कराया जाता है। वर्तमान में इन्फोसिस द्वारा 'फिनेकल' नामक सॉफ्टवेयर काफी लम्बे अरसे से द्विभाषीय किए जाने की प्रक्रिया को जारी बताया जा रहा है किन्तु कोई समय सीमा निर्धारित नहीं की गई है। इस महत्वपूर्ण कार्य को निश्चित समय सीमा में कराया जाना चाहिए। निजी एजेंसियों के साथ किए जाने वाले अनुबंध में द्विभाषीय सॉफ्टवेयर तैयार किये जाने की शर्त शामिल होनी चाहिए। वर्तमान में प्रयोग किये जा रहे वे सॉफ्टवेयर, जो हिंदी में प्रयोग की सुविधा नहीं देते हैं, उनको अविलंब द्विभाषी प्रयोग के लिए तैयार कराया जाये।
- (iii) सूचना प्रौद्योगिकी विभाग कंप्यूटर पर हिंदी कार्य के लिए उपलब्ध कराये गये सॉफ्टवेयरों को, द्रुतगति से अपग्रेड किए जा रहे ऑपरेटिंग सिस्टम्स के अनुकूल अपडेट किया जाए अन्यथा इनकी उपयोगिता सीमित रह जाती है।
- (iv) यद्यपि अनेक संगठनों और प्रतिष्ठानों ने यूनिकोड समर्थित फोन्ट्स का प्रयोग आरंभ किया है, अभी भी अनेक इकाइयों में ऐसा नहीं हुआ है। इस बिंदु को शीर्षतम स्तर पर समीक्षा द्वारा सुनिश्चित किया जाए।
- (v) एन.आई.सी. द्वारा विभिन्न मंत्रालयों/विभागों में पदस्थ आई.टी. विश्लेषकों और विशेषज्ञों में हिन्दी में प्रवीण विशेषज्ञ अत्यंत ही सीमित संख्या में हैं। एन.आई.सी. प्राथमिकता पर इस दिशा में अपने अधिकारियों और कर्मियों का क्षमता-संवर्धन करें।

## III. हिन्दी पदों के संवर्ग में मानकों के अनुरूप पदों का सृजन तथा क्रमानुक्रम ढांचे की अनिवार्यता

- (i) मंत्रालयों/विभागों तथा उनके सम्बद्ध कार्यालयों के अतिरिक्त उनके अधीनस्थ कार्यालयों और स्वायत्त प्रतिष्ठानों में समय-समय पर राजभाषा के पदों संबंधी राजभाषा विभाग के मानकों के अनुरूप पदों का सृजन सुनिश्चित हो। यही नहीं हिन्दी के पदों के संवर्गों में पदों का क्रमानुक्रम ढांचा हो ताकि कर्मियों और अधिकारियों को डी.ओ.पी.टी. के मानकों के अनुरूप पदोन्नति के अवसर प्राप्त हों।
- (ii) हिन्दी के रिक्त पदों को कटौती के प्राविधान से मुक्त रखा जाए तथा पदों के सृजन संबंधी प्रस्ताव को मैचिंग-सेविंग की शर्त की परिधि से बाहर रखा जाए।

#### IV. हिन्दी राजभाषा के संवैधानिक व वैधानिक प्राविधानों तथा अन्य प्रासंगिक पक्षों का प्रसार

- (i) कार्यपालिका की विभिन्न इकाइयों, विशेषकर सार्वजनिक बैंकों व उपक्रमों से, समावेशीय समाजिक व आर्थिक उत्थान के हित में, उनकी प्रसार बजट से एक यथासाध्य निर्धारित अंश हिन्दी राजभाषा के प्रचार-प्रसार हेतु मात्राकृत करने को कहा जा सकता है।

#### V. प्रशिक्षण

- (i) सेवा में प्रवेश के समय परिवीक्षा के दौरान राजभाषा नीति संबंधी प्रशिक्षण, हिंदी का कार्यसाधक ज्ञान न रखने वाले अधिकारियों एवं कर्मचारियों के लिए हिंदी भाषा का प्रशिक्षण तथा अनुवाद कार्य के लिए भर्ती किये जाने वाले अधिकारियों/कर्मचारियों को अनुवाद प्रशिक्षण कार्यक्रम को परिवीक्षा के दौरान दिये जाने वाले प्रशिक्षणों के पाठ्यक्रम का अनिवार्य हिस्सा बनाया जाना चाहिए।
- (ii) केन्द्रीय सचिवालय सेवा संवर्ग में उप-सचिव, अवर सचिव, अनुभाग अधिकारियों एवं सहायकों के लिए सेवाकालीन अनुवाद प्रशिक्षण दिलाया जाये ताकि वे, आवश्यकतानुसार, सामान्य कागजातों को स्वयं द्विभाषी रूप में तैयार कर सकें।

#### VI. पुस्तकालयों के लिए हिन्दी पुस्तकों की खरीद

- (i) वार्षिक कार्यक्रम में हिंदी पुस्तकों की खरीद के लिए पुस्तकालय की कुल अनुदान राशि का 50% खर्च करने संबंधी लक्ष्य के बारे में उन कार्यालयों, विशेषतया तकनीकी एवं वैज्ञानिक विषयों से संबंधित कार्यालयों, जिनके विषय से संबंधित हिंदी पुस्तकें पर्याप्त संख्या में उपलब्ध नहीं होने से लक्ष्य को प्राप्त करना व्यवहारिक नहीं हो पाता है, पुस्तक खरीद के आंशिक बजट को अंग्रेजी एवं दूसरी भाषाओं की अच्छी पुस्तकों को हिंदी में अनुवाद करा कर उपलब्ध कराने पर खर्च करने की छूट दी जा सकती है।

#### VII. राजभाषा विभाग व मानव संसाधन विकास मंत्रालय में और प्रगाढ़ समन्वय

- (i) केन्द्रीय अनुवाद ब्यूरो के अनुवाद क्षेत्र में अनुभव एवं केन्द्र सरकार के कार्यालयों के मैनुअल, कोड, प्रक्रिया साहित्य आदि के अनुवाद के लिए नोडल संस्था होने के नाते, राष्ट्रीय अनुवाद मिशन और केन्द्रीय अनुवाद ब्यूरो द्वारा परस्पर नजदीकी सहयोग से एक दूसरे को लाभान्वित करने की व्यापक संभावनाएं हैं। अतः वांछित सहयोग सुनिश्चित करने के लिए राष्ट्रीय अनुवाद मिशन की सलाहकार परिषद में केन्द्रीय

अनुवाद ब्यूरो का प्रतिनिधित्व सुनिश्चित किया जा सकता है। दोनों संस्थाओं द्वारा कार्ययोजना की संरचना में भी समन्वय स्थापित किया जा सकता है।

- (ii) संविधान के अनुच्छेद 351 के अंतर्गत राजभाषा हिन्दी को अन्य प्रान्तीय भाषाओं द्वारा संवर्धित और समृद्ध किया जाना है। इस लक्ष्य हेतु केन्द्रीय वैज्ञानिक और तकनीकी शब्दावली आयोग, राष्ट्रीय शिक्षण, अनुसंधान और प्रशिक्षण परिषद तथा राजभाषा विभाग की समन्वित समिति का गठन आवश्यक है।