

**GOVERNMENT OF INDIA  
MINISTRY OF HOME AFFAIRS**

**LOK SABHA  
STARRED QUESTION NO.†\*238**

**TO BE ANSWERED ON THE 9<sup>TH</sup> DECEMBER, 2014/AGRAHAYANA 18, 1936 (SAKA)**

**PROMOTION OF HINDI**

**†\*238. SHRI GANESH SINGH:  
SHRI BHAIRON PRASAD MISHRA:**

**Will the Minister of HOME AFFAIRS be pleased to state:**

- (a) whether the progressive use of Hindi in official work/communication has been satisfactory, if so, the details thereof and if not, the reasons therefor;**
- (b) whether the Government has issued instructions to all the Government Departments for using Hindi in official work and provide the Hindi version of every official correspondence and if so, the details thereof;**
- (c) whether the Government has taken proactive steps to ensure that the said instructions are followed in the offices;**
- (d) if so, the details and the outcome thereof; and**
- (e) the other steps taken to promote the progressive use of Hindi in official work by Government Departments as well as private and corporate sectors in the country?**

**ANSWER**

**MINISTER OF STATE IN THE MINISTRY OF HOME AFFAIRS  
(SHRI KIREN RIJIJU)**

**(a) to (e): A statement is laid on the Table of the House**

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**STATEMENT IN REPLY TO PARTS (a) to (e) OF THE LOK SABHA STARRED QUESTION NO. \*238 FOR 09.12.2014**

**(a): Yes, Madam. The progressive use of Hindi in official work/communication has been satisfactory. However more efforts are required to achieve the target completely .**

**(b): Only the documents (Resolutions, general orders, rules, notifications, administrative and other reports, press communiqués, administrative and other reports and official papers laid before a House or the Houses of Parliament, official papers, contracts, agreements, licences, permits, tender notices and forms of tender) covered under the Section 3(3) of the Official Languages Act, 1963 are to be compulsorily issued both in Hindi and English. An Annual Programme for transacting the official work of the Union in Hindi is issued every year by the Department of Official Language.**

**(c) & (d): Yes, Madam. To ensure compliance of official language policy –**

- (i) An Annual Programme is issued by the Department of Official Language.**
- (ii) Achievements regarding compliance of Annual Programme are laid on the Table of both the Houses of Parliament in the form of Annual Assessment Report.**
- (iii) Official Language Implementation Committees are constituted in Central Government offices.**
- (iv) Town Official Language Implementation Committees have been formed at town level.**
- (v) Hindi Salahkar Samitis are constituted in Ministries/Offices to provide necessary guidelines.**
- (vi) The officers of 08 Regional Implementation Offices of Department of Official Language ensure compliance of official language policy through inspections etc.**

**(e): The details of the steps taken to promote the progressive use of Hindi in official work by government departments in the country are contained in the 'c' and 'd' above. The Official Language Rules are not applicable to private and Corporate Sector.**

**STATEMENT IN REPLY TO LOK SABHA STARRED QUESTION NO.\* 238 FOR 09.12.2014**

(b): The details of targets for the year 2014-15 are as follows :-

**Annual Programme for 2014-15 for use of Hindi**

	<u>S.NO</u> <u>DETAILS OF WORKS</u>	<u>'A' REGION</u>	<u>'B' REGION</u>	<u>'C' REGION</u>
1. Originating Correspondence (including Telegram, Wireless, Telex, Fax, E-mail etc.	1. From A to A 100% 2. From A to A 100% 3. From A to C 65% 4. From Region A to Offices/ Individuals 100% in States/UTs of A & B region	1.From B to A 90% 2.From B to A 90% 3. From B to C 55% 4.From Region B to Offices/ Individuals 100% in States/UTs of A & B region	1.From C to A 55%in Hindi 2.From C to A 55% 3. From C to C 55% 4. From Region C to Offices/ Individuals 100% in States/UTs of A & B region	
2. Letters received in Hindi to be answered in Hindi	100%	100%	100%	
3. Noting in Hindi	75%	50%	30%	
4. Recruitment of Hindi Typists & Stenographers.	80%	70%	40%	
5. Dictation in Hindi/ Direct Typing on Key-Board (self or by the Asstt.)	65%	55%	30%	
6. Hindi Training (Language, Typing/ Stenography)	100%	100%	100%	
7. Preparation of Bilingual Training Material	100%	100%	100%	
8. Expenditure for the purchase of Hindi books etc., including digital matters i.e., Hindi e-books, CD/DVD, Pen Drive including amount incurred on Translation in Hindi from English and Regional Languages. out of the total Library grant, excluding journals and standard reference books	50%	50%	50%	
9. Purchase of all electronic equipments, including computers in bilingual form.	100%	100%	100%	
10. Website.	100% (bilingual)	100% (bilingual)	100% (bilingual)	

11. Citizen Charter and display of Public Interface information Board 100% (bilingual) 100% (bilingual) 100%(bilingual)

12. {I} Inspection by Ministries/ Departments/ Offices of their offices located outside their Headquarters & by the officers (DS/Dir/JS) of DOL(% of Offices) 25% (minimum) 25% (minimum) 25% (minimum)

{II} Inspections of sections at Head quarters. 25% (minimum) 25% (minimum) 25% (minimum)

{III} Joint inspections by the officers Concerned & those of the Deptt. of Official Language of Foreign based Undertakings/Offices etc. owned or controlled by the Central Government. At least one inspection in a year.

13. Meetings regarding Official Language

{A} Hindi Salahakar Samiti 02 meetings in a year (minimum)

{B} Town Official Language Implementation Committee. 02 meetings in a year (One meeting every 6 months)

{C} Official Language Implementation Committee. 04 meetings in a year (One meeting every quarter)

14. Translation of Codes, Manuals, Forms, Procedural literature. 100%

15. Sections of the Ministries/ Departments/offices/Banks/ Undertakings where entire work to be done in Hindi. A Region 40% B Region 30% C Region 20%

(Minimum Section)

40% in 'A' Region, 25% in 'B' Region and 15% in 'C' Region work may be done in Hindi for those Public Sector Undertakings/ Corporations where there is no concept of section.

The details of the three regions 'A', 'B' and 'C' as per Official Language Rules, 1976 are as follows:-

Region	States/Union Territories falling in the Region
A	States of Bihar, Chhatisgarh, Haryana, Himachal Pradesh, Jharkhand, Madhya Pradesh, Rajasthan, Uttar Pradesh, Uttarakhand, National Capital Territory of Delhi and Andaman & Nicobar Islands Union Territory
B	States of Gujarat, Maharashtra and Punjab and Union Territories of Chandigarh, Daman & Diu and Dadra & Nagar Haveli
C	All other States not included in the A and B Regions or Union Territories

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