

F.N. 12016/07/2018-O.L.(Imp.2)

Government Of India
Ministry of Home Affairs
Department Of Official Language

NDCC-2 Building, B-Wing, Fourth Floor,
Jai Singh Road, New Delhi-110001,

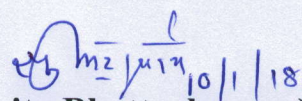
Date: 10.01.2019

Office Memorandum

As per the decision taken by the Department of Official Language amendment/alteration has been made in the proforma of quarterly progress report regarding progressive use of Official Language Hindi. In order to ensure factual data from Central Government Ministries/Departments/Undertakings /Banks etc. in the quarterly progress reports, every organisation will also have to give the following certificate signed by the Head of the Department -

"I certify that the information given in the attached quarterly progress report (Part I/II) ending month..... is on the basis of available records and is absolutely true as per my knowledge. I am quite aware that the undersigned is responsible for proper compliance of the instructions given in the provisions of the Official Language Act and Official Languages Rules, 1976. If at any stage the figures given in the report are found to be untrue or exaggerated, this office will be deprived of the Rajbhasha Awards for the next 03 years and the matter for giving false information will also be brought to the notice of my controlling Office/Ministry for necessary action."

2. The said certificate will be signed by the Head of the concerned office and it will be compulsory to upload in PDF format. No quarterly progress report will be acceptable without this certificate.
3. The said certificate is also available on the information management system of the website of the Department of Official Language i.e rajbhasha.nic.in and will be applicable from the quarter ending 31 December, 2018 onwards.


(Susmita Bhattacharyya)

Deputy Director (Implementation)

Tel: 23438143

Copy to:

1. All the Ministries/Departments of the Government of India (as per attached list)
2. Comptroller and Auditor General of India, 10 Bahadur Shah Zafar Marg, New Delhi
3. Union Public Service Commission, Shahjahan Road, New Delhi
4. Election Commission of India, Ashok Road, New Delhi
5. All Regional Implementation Offices(as per attached list) under the Department of Official Language, with the request that they may bring it to the attention of all the Town Official Language Implementation Committees in their jurisdiction.
6. Senior Technical Director (NIC) for uploading on the website.