

83

Dte Gen Border Roads
Seema Sadak Bhawan
Ring Road, Delhi Cantt
New Delhi - 110010

17001/P/DGBR/ 63/E1E

Mar 2011

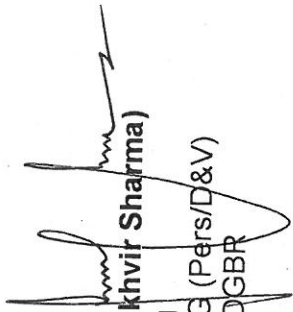


HQ CE (P).....
(All Projects)

EBW (GREF), PIN-931701, C/O 99 APO
GREF Centre & Records

DEPARTMENTAL ENQUIRY UNDER CCS (CCA) RULES, 1965

1. Reference our letter No 17001/DGBR/P/46/E1E dated 01 Oct 2010 and 17001/DGBR/P/55/E1E dated 02 Nov 2010.
2. To assist in the smooth conduct of enquiry bereft of any ambiguity in procedure to be adopted, a flow chart showing step-wise events for conducting departmental enquiry under CCS (CCA) Rules, 1965 is forwarded herewith for information.
3. Copy of the flow chart may please be disseminated upto unit level besides making available to the Inquiry and the Presenting Officer along with the copies of subject letters for guidance as and when detailed for the purpose.



(Sukhvir Sharma)
Brig
DDG (Pers/D&V)
for DGBR

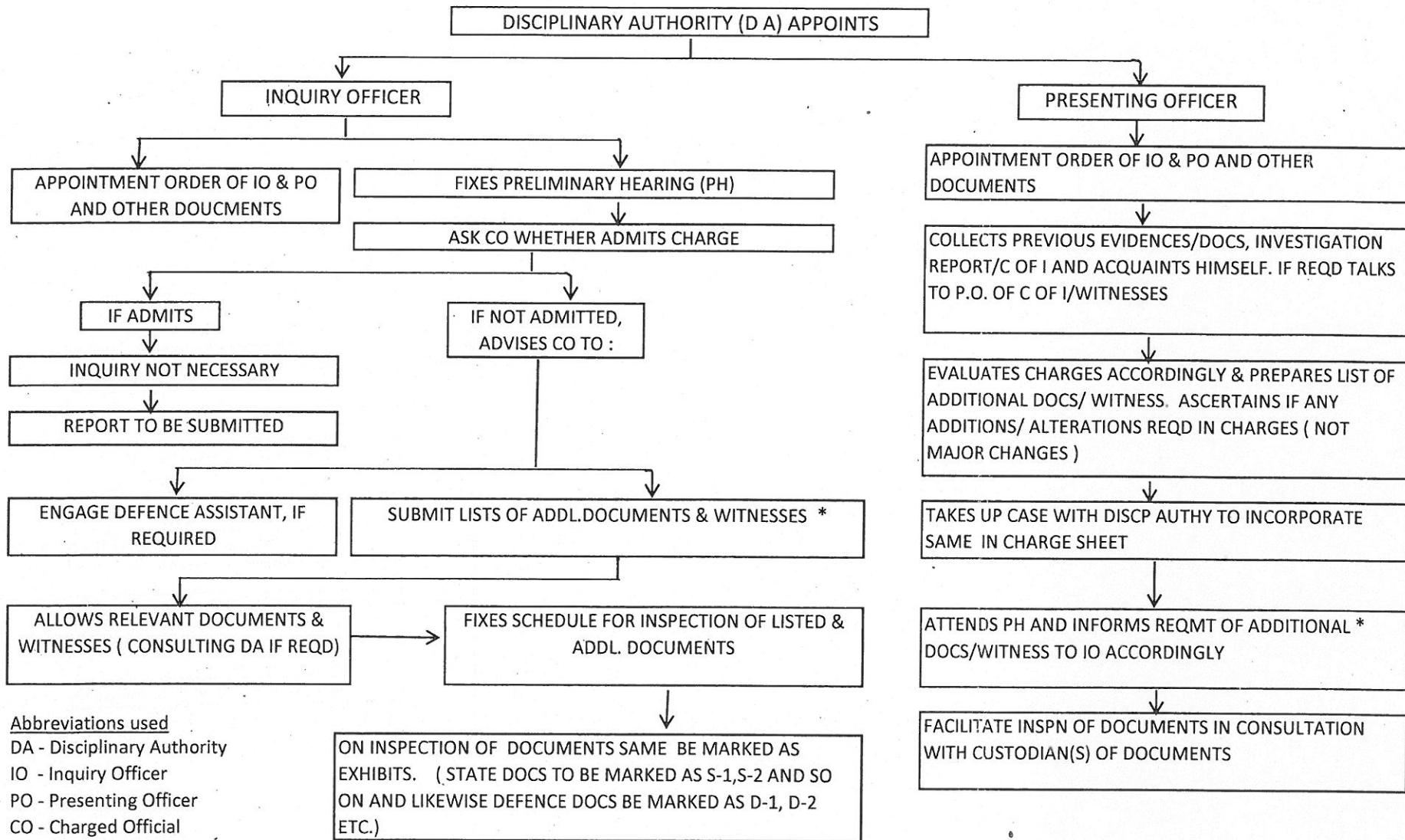
Encl: As above

Copy to:-

Internal
DGBR/Coord

Please find enclosed herewith a flow chart as stated above for reference.

DEPARTMENTAL INQUIRY – FLOW CHART

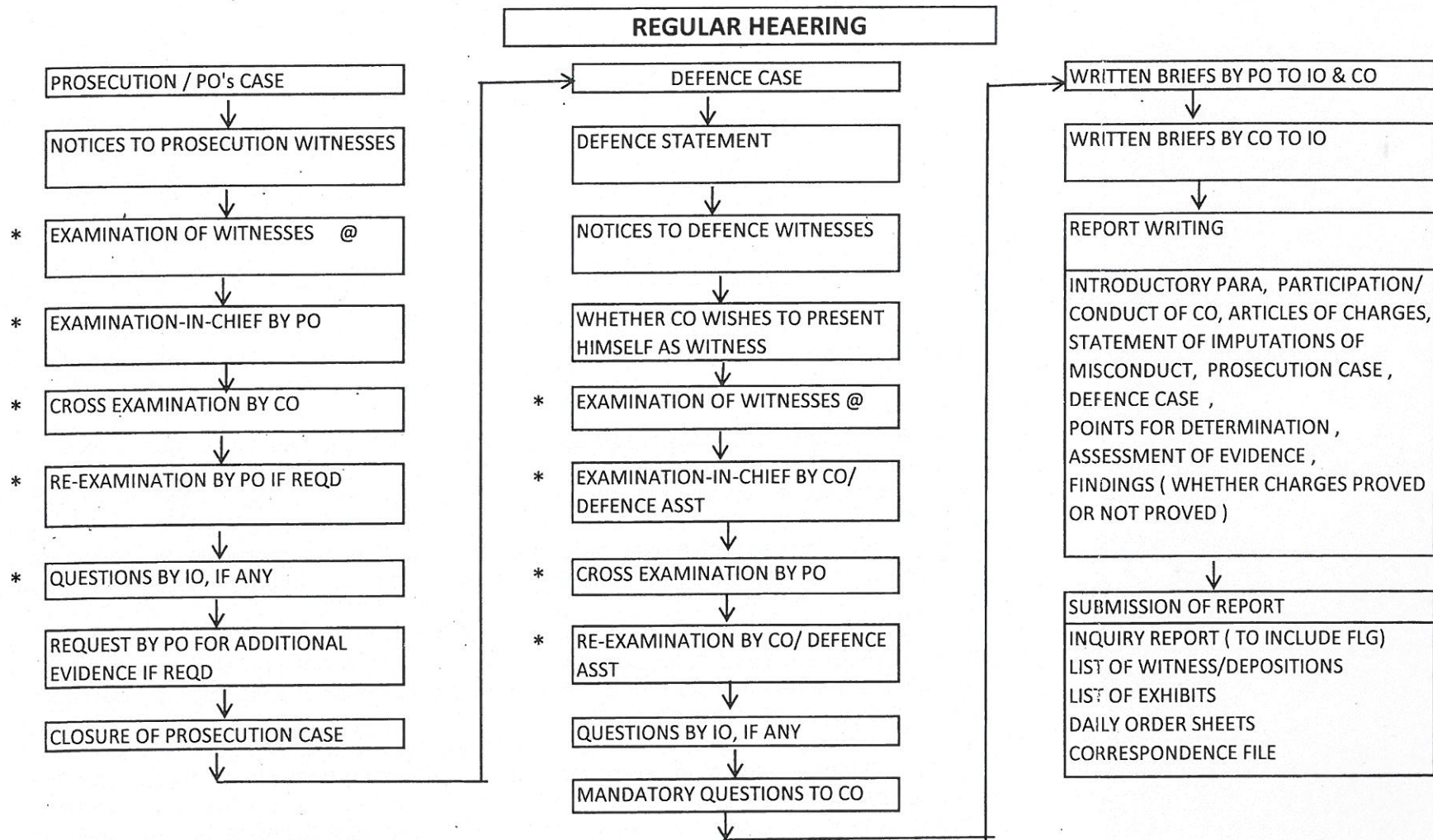


Abbreviations used

DA - Disciplinary Authority
 IO - Inquiry Officer
 PO - Presenting Officer
 CO - Charged Official
 PH - Preliminary Hearing

* SIMULTANEOUSLY

DEPARTMENTAL INQUIRY – FLOW CHART



* Repeat exercise for every witness, one by one.
To be completed in one go per witness

@ Statement of prosecution witnesses to be marked as SW-1, SW-2 and so on. Like wise statements of Defence Witnesses be marked as DW-1, DW-2 etc.