



Office of JS & CVO  
Vigilance Unit, CPWD  
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Date 04.10.2017

**OFFICE MEMORANDUM**

Sub-Rule (13) of Rule 14 of CCS (CCA) Rules, 1965 issued vide DoPT notification dated 02.06.2017 stipulate timelines for submission of defence document by the Custodian of documents. But, it is observed that:

1. Some custodians of the defence document are not responding timely to the letter of the IO and/PO regarding submission of defence documents.
2. Some custodians of the defence documents are neither submitting the documents nor issuing non-availability certificate within one month of receipt of requisition.
3. Some custodians of the document are providing wrong documents (Other than what is sought).

Such action of the custodians is violation of DoPT guidelines and are causing delay to the inquiry proceedings.

All officials of CPWD, are therefore, advised to follow the DoPT guidelines and ensure to provide correct documents or issue non-availability certificate to the IO/PO as requisitioned by them within the timelines fixed therein.

In case of delay in inquiry proceedings due to failure on the part of custodians of documents to supply correct documents within the stipulated time, administrative action may be initiated against them for interrupting Govt works.

This issues with the approval of the JS & CVO, CPWD.

Encl: DoPT notification dated 02.06.2017.

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09/10/2017  
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Engineer Officer (D)I

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