

No. 1-O & M (27)/56

Dated the 15th November, 1958

Subject : Classification of Cases Requiring Submission to Minister.

In supersession of the orders issued in this Department's O&M Circular No. 11/57, dated 23rd November, 1957, on the above subject, it has been decided that :

I. in future, irrespective of the subject matter the following types of cases should be submitted to the Minister concerned before final orders are issued :-

- 1) Cases which require submission to the President.
- 2) Cases for Cabinet or Cabinet Committee.
- 3) Cases involving Legislation
- 4) Cases relating to other Parliamentary business, e.g. questions, Resolutions, etc.
- 5) Cases involving or likely to lead to dispute or difficulty with Parliament.
- 6) Cases likely to involve dispute or difficulty with State Governments.
- 7) Cases likely to lead to controversy in the Press or Parliament.
- 8) Cases involving major questions of new policy or change of existing policy.
- 9) Cases where it is proposed to reject the recommendation of the Comptroller and Auditor General, U.P.S.C., Election Commission or other statutory authorities.
- 10) Cases where it is proposed to reject the recommendations emanating from a Minister or a Deputy Minister in some other Ministry.
- 11) Cases of major disciplinary action against class I Officers.
- 12) Cases relating to the appointment of non-Indians to posts under this Department including those in the statutory and autonomous bodies in which this Department has a controlling interests.
- 13) Cases involving financial sanctions for expenditure of Rs 25 lakhs or more.
- 14) Any other cases or class of cases which the Minister wants to be submitted to him or which Secretary/Joint Secretary considers to be of sufficient importance to warrant submission to the Minister.
- 15) Statements of cases disposed of (other than routine cases), etc.
- 16) Cases relating to grant of financial assistance from the Centre for the development of roads, shipping etc.

I. the following types of cases will be submitted to M.S. or Minister at the discretion of Secretary.

- 17) Memoranda on the action taken on the recommendations of the Estimates Committee.
- 18) Cases where the recommendation of the State Government or a head of department is being turned down.

II. the following types of cases will not be submitted to Ministers, unless they have some unusual features. Secretary and Joint Secretaries will exercise their discretion in selecting the cases for submission to the Ministers.

- 19) Cases relating to appointments, transfers and the creation of class I Posts.
- 20) Appeals and Memorials in disciplinary cases where orders have to be issued in the name of the President after consulting the Union Public Service Commission.
- 21) Cases involving financial sanction for expenditure of less than Rs 25 lakhs or in which the original estimate is exceeded by 5%.

1-Circular supersedes circular dated 23.11.1957