

MINISTRY

Research Branch

File No. R 81/57.

CORRESPONDENCE

1957.

Subject
Review of the draft Rules of Procedure prepared by OSD (Main Production) before submission to the Accountant General, Assam, for his comments.

29/2/57

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Subject: Review of the draft Rules of Procedure prepared by Officer on Special Duty (Manual Production) before submission to the Accountant General, Assam for his comments.

Sl. 1-2. Memo. No. MP. 32/55 (Pt. I), dt 10.5.57 from OSD, NEFA Secy.

S.R.

Sl. 1-2/c Regarding the NEFA manual:
For perusal.

We may await rules & procedure from the OSD (MP)

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Government of India,
North East **** Frontier Agency.

Subject : - Review of the draft Rules of Procedure prepared by Officer on Special Duty (Manual Production) before submission to the Accountant General, Assam, for his comments.

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This suggestion has to be examined in the light of the peculiar circumstances in which we have been placed in. Shri Chowdhuri who is doing this work has been granted an extension of service upto the 28th July 1957 and the work has to be completed by that time. If this is not done, it will be very difficult to complete the work after his retirement. In view of the fact that all our officers in the Secretariat are very busy, it may not be possible for them to give as much time as is necessary to complete this work through a Committee.

2. We have entrusted the finalisation of a number of rules etc. to several Committees but, in spite of the best intentions of the members, they have not been able to finalise these rules etc. for want of time. I may mention as instances the ASC Rules, the Central Recruitment Rules, the recommendation of the Committee appointed to look into the vehicles position in the N.E.F.A. Secretariat etc. In the Committees and Conferences we can only take decisions on broad principles, but, I am afraid, in the matter of detailed examination of rules etc, Committees and Conferences are not of much help when the members have their hands otherwise full.

3. The O.S.D. has suggested earlier that the N.E.F.A. Manual should consist of the following parts :-

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| (i) Introductory chapter (which is being considered on this file) | (Judicial Branch, SST or DAG). |
| (ii) Administrative Set-up. | (General Adm. Branch, SST, FA) |
| (iii) Financial Arrangements, Budget etc. | (Finance Br. FS, FA) |
| (iv) Financial Powers | (Finance Br. FS, FA) |
| (v) General Financial Procedure relating to Receipt and Custody of Money, Stores, etc. | (Finance Br. FS, FA). |
| (vi) Contingency Rules | (Finance Br., FS, FA) |
| (vii) A set of detailed rules and procedure in respect of special activities in the following Departments :- | (Head of the Department concerned - DC, FS, FA). |
| (1) Engineering | |
| (2) Supply and Transport | |
| (3) Agriculture | |
| (4) Education | |
| (5) Forest | |
| (6) Medical | |
| (7) Industries | |
| (8) Publicity | |
| (9) Research, etc. | |

4. I would suggest that as soon as each of the above parts is ready, the same may be sent to the Branch/Department noted against each

for examination and then to the Officer noted against each for vetting. When the Officer concerned examines the draft, he may do so in consultation with the O.S.D. This, I hope, will result in quick completion of the Manual.

5. As regards the present chapter I have requested O.S.D. to take paragraph 17 to the portion dealing with Financial Powers. The rest may be examined by the Judicial Branch and then by the SST who has been in charge of the Judicial Branch for sometime or by the DAG who may also look to the English as well.

Sd. Kalika Roy,
Asstt. Financial Adviser, NEFA.
5.12.56.

AG
F.A's U.O.No. 8206, dated 5.12.56.

As this case has just come to me, I regret I cannot do full justice to it. On reconsideration, however, I feel that there is very great weight in the AFA's noting. We do not have a great deal of time with us and it may not be possible to secure further extension for OSD. I would be grateful, therefore, if DAG could discuss with Shri Har Mander Singh, AFA and a representative of our Finance to lay down a clear cut line according to which this matter could be progressed further with a view to bring maximum results.

2. There is also the allied question of revising the AR's Manual. I had accepted DAG's latest recommendation that we might allow a few months' time to Colonel Ismail to do the job in the manner suggested by DAG and I hope that this has been started and will prove a success. If not, I would like to reiterate that our line should be to get a qualified Under Secretary from the Ministry of Home Affairs, Government of India, and to entrust the task to him.

DAG/SST/AFA/S.Finance:
Sd. K.L.Mehta,
5.12.56

This was discussed between AG, DAG, AFA and SST on 7.5.57. AFA's suggestion contained in his note dated 5.12.56 was approved. I would suggest that a copy of AFA's note and this note may be sent to all officers and Branches which will be required to vet the various parts of the Manual. OSD should take steps to get the parts vetted by the Branches, as and when they are ready. He should lay down a time limit by which the Branches/Officers should complete their examination.

Sd. Har Mander Singh.
8.5.57.

OSD(MP)
S and T U/O No.257 dated 9.5.57.

Memo. No. MP. 32/55(Pt.1), Dated Shillong, the 10th May, 1957.

Copy forwarded to :-

1. Judicial Officer, NEFA.
2. Secretary, Supply and Transport, NEFA Sectt.
3. Asstt. Secretary (G.A.D), NEFA Sectt.
4. Secretary, Finance, NEFA Sectt.
5. Asstt. Financial Adviser, NEFA.
6. All Heads of Departments and Branch Officers.

B.K. Chowdhuri
(B.K. Chowdhuri),
Officer on Special Duty (Manual Production),
NEFA Sectt.

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