

TRIPURA CIVIL SERVICE(CONDUCT) RULES 1988

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COMMENCEMENT & APPLICATION

- These rules have come into force on 19th July, 1988.
- They shall apply to all employees of the Government of Tripura.
- These rules will not apply to the persons appointed to any All India Services.

DEFINITIONS

- **Appointing Authority** : Authority empowered to make appointment to the services or posts.
- **Government Employee** : A person appointed to a service or post of the state.
- **Members of the Family** : Wife or husband / Dependent sons & daughters (Child or children/ Step-child or step-children)/ Parents.

RULE 3(GENERAL)

- **Every Government Employee shall at all times-**
 - i. Maintain absolute integrity.
 - ii. Maintain devotion to duty.
 - iii. Do nothing which is unbecoming of a Government Employee.
- Supervisory officers shall ensure the integrity & devotion of his subordinate employees.
- Shall act in best of judgement.
- Shall act according to the direction of the superior .
- Oral direction shall be confirmed in writing by the official superior.
- Responsibilities cannot be evaded seeking approval where instructions are not necessary.

RULE 4 (EMPLOYMENT OF NEAR RELATIVES IN PRIVATE UNDERTAKINGS)

- Official position shall not be used to secure employment of family members.
- Gr-A Officers shall not permit family members to accept employment in private undertakings having official dealings without previous sanction.
- Shall not allow any contract or deal, if a family member is employed in a private undertaking without sanction of Government.

RULE 5 (TAKING PART IN POLITICS & ELECTIONS)

- Shall not be a member of any political party.
- Shall not be associated with organizations involved in politics.
- Shall not subscribe in aid of or assist any political movement or activity.
- Shall prevent any family member from taking part in political activities. If participated, Govt. Employee shall report to the Government.
- In case of deciding a Party or Organization, whether political or not, the decision of the Government shall be final.

RULE 6 (JOINING OF ASSOCIATIONS BY GOVERNMENT EMPLOYEES)

- No Government Employee shall join an association, the objects or activities of which are Pre-judicial to the interests of –
 - i. The Sovereignty of India.
 - ii. The Integrity of India.
 - iii. Public order.
 - iv. Morality.

RULE 7 (DEMONSTATION & STRIKES)

- No Government Employee shall engage or participate in any demonstration which is pre-judicial of –
 - i. Sovereignty of India.
 - ii. Security of the State.
 - iii. Friendly relations with Foreign states.
 - iv. Public order.
 - v. Decency or Morality.
 - vi. May invite contempt of Court
 - vii. Defamation.
 - viii. Incitement to an offence.
- Shall not abet any form of strike pertaining to his service or service of any Government Employee.

RULE 8 (CONNECTION WITH PRESS OR RADIO)

- Shall not own (wholly or partly) or conduct or participate in editing / management of newspaper or periodical publications.
- Shall not publish a book by himself or through publisher or contribute article to a book.
- Shall not participate in Radio broadcast or contribute write up in a newspaper or periodical in own name or anonymously or pseudonymously or in the name of any other person.
- Shall not utter in public criticizing the Government.
- No permission required if publication/ Broadcast is of purely literary , artistic or scientific character.

RULE 9 (CRITICISM OF GOVERNMENT)

- **Shall not publish or broadcast –**
 - i. Having effect of an adverse criticism of any current or recent policy or action of the Government.
 - ii. Which is capable of embarrassing the relations between central government & any State Government.
 - iii. Which is capable of embarrassing the relation between Central Government & any Foreign State.

- This will not apply to an office bearer if the same is safeguarding the conditions of services of the Employees.

RULE 10 (EVIDENCE BEFORE COMMITTEE OR ANY OTHER AUTHORITY)

- Shall not give evidence in an enquiry conducted by a person, committee or authority without sanction of Government.
- If Government Sanctions, then shall not criticise the policy or action of the Government while giving evidence.
- **This will not apply in cases of giving –**
 - i. Evidence before authority appointed by Government or Legislators
 - ii. Evidence in judicial enquiry.
 - iii. Evidence at departmental enquiry.

RULE 11 (UNAUTHORIZED COMMUNICATION OF INFORMATION)

- Shall not communicate directly or indirectly any official document or a part of it, if he is not authorized to do so.
- Quotation from Government letter, circular , memo , File notes etc. by an employee to which he is not authorized to access shall amount to unauthorized communication.

RULE 12 (SUBSCRIPTIONS)

- Shall not ask for or accept contributions in matter.
- Shall not associate in raising any funds.
- Shall not involve in other collections in cash or kind in pursuance of any object whatsoever.

RULE 13 (GIFTS)

- Gifts include free transport, boarding, lodging or other services or any other pecuniary advantages.
- Government Employee shall not accept or permit any family member to accept any gifts.
- A casual meal , lift or other social hospitality shall not be deemed to be a gift.
- Lavish hospitality or frequent hospitality shall be avoided.
- Gift which is inconformity to social / religious practice may be accepted & to be reported to the Government, if the value exceeds of a certain limit(**Indicated the value as amended in the following slide**).

RULE 13.A (DOWRY)

- **No Government Employee shall –**
 - i. Give or take or abet the giving or taking of dowry.
 - ii. Demand directly dowry or indirectly from either side.

RULE 14 (PUBLIC DEMONSTRATIONS IN HONOUR OF GOVERNMENT EMPLOYEES)

- **No Government Employee shall –**

- i. Receive any complimentary or valedictory address or accept any testimonial.
- ii. Attend any meeting or entertainment held in his honour.

- **This rule will not apply to –**

- i. A farewell entertainment of informal character.
- ii. Acceptance of simple & inexpensive entertainments.

RULE 15 (PRIVATE TRADE OR EMPLOYMENT)

- **No Government Employee shall –**

- i. Engage directly or indirectly in any trade or business.

- ii. Negotiate for or undertake any other employment.

- **Exceptions-**

- i. Honorary work of social or charitable nature.

- ii. Occasional work of literary , artistic or scientific character.

- iii. Participate in sports activities.

- **No fees may be accepted without sanction of the authority in case of the Exceptions.**

- **Conditions-**

- i. Official duties shall not suffer.

- ii. Discontinue the activity if desired by the Government.

RULE 16 (INVESTMENT , LENDING & BORROWING)

■ **No Government Employee shall –**

- i. Speculate in any stock, share or other investment.
- ii. No family member shall invest on behalf of the employee.
- iii. lend or borrow or deposit as a principal or an agent with a person or firm or with Private Limited Company with whom having official dealings.
- iv . Lend money to any person on interests.

■ **Exceptions-**

Temporary loan of a small amount, free of interest may be given or accepted from a relative or a personal friend.

RULE 17 (INSOLVENCY & HABITUAL INDEBTEDNESS)

- A Government Employee shall manage his private affairs so as to avoid habitual indebtedness or insolvency.
- A Government Employee against whom proceeding for recovery of any debt is instituted shall report to the Government.

RULE 18 (MOVABLE , IMMOVABLE & VALUABLE PROPERTY)

- A Government Employee shall on first appointment submit a return of his assets & liabilities.
- This rule will not apply for Gr-D employees.
- Value of articles of daily use such as clothes , utensils, crockery, books etc. need not be included in the return.
- In case of migration from one service to another, return on first employment is not required.
- **Prior intimation of Immovable Property inherited , owned or acquired or disposed is required , if the transaction is with a person having no official dealings. In case of having official dealings, prior sanction is required.**
- **In case of movable property, intimation/sanction is needed within one month from the date of transaction.**
- Movable property includes Jewellery, Insurance Policies, Shares, Securities & Debentures, Loans advanced, Motor Cars, Motor Cycles, Horses, refrigerators, televisions etc.

RULE 18.A (RESTRICTIONS IN RELATION TO ACQUISITION & DISPOSAL OF IMMOVABLE PROPERTY OUTSIDE INDIA & TRANSACTION WITH FOREIGNERS)

- Prior sanction is required in transactions of Immovable Property situated outside India.
- Prior sanction is required to enter into any transactions with any foreigner, foreign government, foreign organizations etc.

RULE 19 (VINDICATION OF ACTS & CHARACTER OF GOVERNMENT EMPLOYEE)

- No Government Employee shall take recourse to any court or to the press for the vindication of any official act.
- This rule shall not apply from vindicating his private character or any act done by him in his private capacity.

RULE 20 (CANVASSING OF NON OFFICIAL OR OTHER OUTSIDE INFLUENCE)

- No Government Employee shall bring or attempt to bring any political or other outside influence on any superior authority in furtherance of his interest in service matter.

RULE 21 (RESTRICTION REGARDING MARRIAGE)

- No Government Employee shall enter into or contract marriage with a person having a spouse living.
- No Government Employee having a spouse living, shall enter into or contract marriage with a person.
- Government may permit marriage in above cases , if permissible under personal law applicable to such employee or other grounds persist for doing so.
- Such marriage shall immediately be brought to the knowledge of the Government.

RULE-22(CONSUMPTION OF INTOXICATING DRINKS & DRUGS)

- Not to be under influence of any intoxicating drinks or drugs while on duty.
- Refrain from consuming intoxicating drinks or drugs in a public place.
- Not to appear in a public place in a state of intoxication.
- Public place means any place or premises where public access is open and in public conveyance.

IMPORTANT AMENDMENTS

- **Amendment dated 28th July 1992 :**

- i. No Government employee shall employ to work any child below the age of 14 years.
- ii. Breach of above shall amount to misconduct attracting a major penalty.

- **Amendment dated 14th December 1998 :**

- i. No Government servant shall indulge in any act of Sexual Harassment of any women at her workplace.
- ii. Take appropriate step to prevent Sexual Harassment of any women at her workplace.

IMPORTANT AMENDMENTS (CONTD.....)

▪ Amendment dated 31st January 2001 :

i. Value of gifts acceptable by Gr-A & B Employee shall be Rs 5000 [Rule 13(2)(i)].

ii. Value of gifts acceptable by Gr-C Employee shall be Rs 2500 [Rule 13(2)(ii)].

iii. Value of gifts acceptable by Gr-D Employee shall be Rs 1000 [Rule 13(2)(iii)].

IMPORTANT AMENDMENTS (CONTD.....)

- Reportable value of Movable Property is Rs.10000/- & Rs.5000/- in case of Gr-A & B and Gr-C & D Employees respectively [Rule 18(3)]

IMPORTANT AMENDMENTS (CONTD.....)

- **Amendment dated 6th August 2005 :**

Gr-C Employees shall file Annual Return under Rule 18(1).

- **Amendment dated 19th July 2008:**

Information otherwise barred by Rules may be communicated under RTI Act 2005 (Rule 11).

- **Amendment dated 19th October 2018 :**

i. Annual Return shall be filed online [Rule 18(i)].

ii. For default in submitting IPR, vigilance clearance will be denied.

***THANKS ***