

**GOVERNMENT OF TAMIL NADU**

Personnel and Administrative  
Reforms (N) Department,  
Secretariat, Chennai-9.

Letter (Ms).No.15. Dated: 7.2.08.

From  
Dr.Tmt. Qudsia Gandhi, I.A.S.,  
Special Commissioner and  
Secretary to Government.

To  
All Heads of Departments (w.e.)

Sir,

Sub: Public Services – Disciplinary Action – Orders administering  
"Warning" – instructions – Reiterated.

Ref: Government Letter Ms.No.93/N/2001, Personnel and  
Administrative Reforms (N) Department, dated 31.5.2001.

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Of late, it has been brought to the notice of the Government that inspite of instructions issued in the letter cited, some of the disciplinary authorities are imposing "Warning or Severe Warning" as a measure of punishment in disciplinary proceedings taken against Government Servants for the acts of Omission and Commission.

In this context, it has already been clarified that in a case where charges have been held proved, "Warning or Severe Warning" should not be issued as a result of such a proceedings. Since, "Warning or Severe Warning" is not a penalty classified under Rule 8 of the Tamil Nadu Civil Services (Discipline and Appeal) Rules. In a disciplinary proceedings, there is a need to discipline the Government Servant then atleast the penalty of 'Censure' should be imposed instead of "Warning or Severe Warning" as it has not been classified as a statutory penalty. "Warning or Severe Warning" is only an exhortation for the future. If, for any reason the disciplinary authority feels that the individual need not be punished for the proved charges, in such case the disciplinary authority may take a decision "not to press charges and drop further action".

I am therefore directed to request you to keep the instructions in mind while disposing the disciplinary case at your level as a disciplinary authority. A copy of  
(P.T.O)

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the letter cited is also enclosed for ready reference and for being followed scrupulously without any failure.

Yours faithfully,  
Sd/-  
for Special Commissioner and  
Secretary to Government.

R.O.C.No.413/2008/C1.

P. Dis. No.29 / 2008.

Copy Communicated for information, guidance and strict adherence to.

High Court, Madras  
Dated:21-04-2008.

P. Vijayalakshmi  
Sub-Assistant Registrar(A.D.-I)

To

1. All The Principal District Judges.
2. All The Chief Judicial Magistrates.
3. The Principal Judge, City Civil Court, Chennai.
4. The Chief Judge, Court of Small Causes, Chennai.
5. The Chief Metropolitan Magistrate, Egmore, Chennai.
6. The Principal Judge, Family Court, Chennai.
7. The Judge, Family Court, Madurai, Coimbatore & Salem.
8. The Presiding Officer, Labour Court, Chennai /Madurai/Salem  
Vellore/Coimbatore/Tirunelveli/Cuddalore/Tiruchirappalli.
9. The Presiding Officer, Special Court under E.C. Act Cases, Chennai/  
Madurai/Coimbatore/Salem/Thanjavur/Pudukkottai.
10. The Additional District Judge & Sessions Judge, Court under PCR  
Act Cases, Tirunelveli/Tiruchirappalli, Thanjavur at Kumbakonam and  
Madurai.
11. The Additional District & Sessions Judge, Court for Comunal Clashes,  
Madurai.

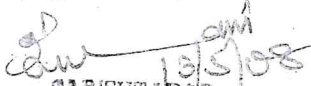
12. The Sessions Judge, Special Court for Bomb Blast Cases, Poonamallee/Chennai /Coimbatore.
13. The Special Judge, Special Court under TNPID Act, Chennai-104.
14. The Special Judge, Special Court for CBI Cases, Chennai/Madurai & Coimbatore.
15. The Industrial Tribunal, Chennai.
16. The Administrator General & Official Trustee of Tamil Nadu, High Court-Campus, Chennai.
17. The City Government Pleader, Chennai.
18. The Director, Tamil Nadu Judicial Academy, 'Malligai,' NO.30, Greenways Road, R.A. Puram, Chennai.28.
19. The Registrar, (Administration), High Court, Madras.
20. The Registrar (Administration), Madurai Bench of Madras High Court, Madurai. (5 copies)
21. The Assistant Registrars, Administration, High Court, Madras.
22. The Sub-Assistant Registrars, A. D.-I & II, Accounts/Establishment, High Court, Madras.
23. The Section Officer, Establishment, 'B', 'C', 'Rule Amendment' 'G', and Legal Cell, High Court, Madras. (Each 2 copies)
24. The Librarian, High Court, Madras. (5 copies.)
25. The Record Keeper, A. D. Records, High Court, Madras. - (5 copies).

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R. No. 1489/2008 Dt. 5.2.2008

Copy Communicated to all Jndl. Magistrates  
and Dist. Munsif Court Jndl. Magistrates in  
this District for information.

By order

  
SARISHTADAS  
C.J.M COURT  
PUDUKKOTTAI

13.5.08

  
CHIEF JUDICIAL MAGISTRATE  
PUDUKKOTTAI 1/2

  
2/5/08

D. NO. 3020/08  
13.5.08