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**GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS**



**THE CENTRAL CIVIL SERVICES
(CONDUCT) RULES
1955**

(Price annas 3 or 4d.)

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MINISTRY OF HOME AFFAIRS
NOTIFICATION

New Delhi, the 7th March 1955

S.R.O. 551.—In exercise of the powers conferred by the proviso to article 309 and clause (5) of article 148 of the Constitution and after consultation with the Comptroller and Auditor General in relation to persons serving in the Indian Audit and Accounts Department, the President hereby makes the following rules, namely:—

THE CENTRAL CIVIL SERVICES (CONDUCT) RULES, 1955

1. Short title and application.—(1) These rules may be called the Central Civil Services (Conduct) Rules, 1955.

(2) Except as otherwise provided by or under these rules, they shall apply to all persons appointed to civil services and posts in connection with the affairs of the Union:

Provided that nothing in these rules shall apply to any Government servants who are,

- (a) (i) railway servants as defined in section 3 of the Indian Railways Act, 1890 (IX of 1890);
- (ii) persons holding posts in the Railway Board who are subject to the Railway Services (Conduct) Rules; and
- (iii) other persons holding posts under the administrative control of the Railway Board or of the Financial Commissioner of Railways;
- (b) members of the Indian Foreign Service;
- (c) members of the All India Services who are subject to the All India Services (Conduct) Rules, 1954;
- (d) employed in a Part C State, such Government servants not being Class I officers or any officers appointed by the Government;
- (e) holders of any posts in respect of which the President may, by general or special order, declare that these rules do not apply:

Provided further that these rules shall apply to any persons temporarily transferred to a service or post specified in clause (a) or (d) of the first proviso to whom but for such transfer these rules would otherwise apply.

2. Definitions.—In these rules, unless the context otherwise requires—

- (a) "the Government" means the Central Government.

Explanation.—A Government servant whose services are placed at the disposal of a company, corporation, organisation or a local authority by the Government shall, for the purposes of these rules, be deemed to be a Government servant serving under the Government, notwithstanding that his salary is drawn from sources other than from the Consolidated Fund of the Union;

- (b) "Government servant" means any person appointed to any Civil Service or post in connection with the affairs of the Union;

- (c) "members of the family", in relation to a Government servant, includes;

- (i) the wife, child or step-child of such Government servant whether residing with him or not, and in relation to a Government servant who is a woman, the husband residing with her and dependent on her; and
- (ii) any other person related, whether by blood or by marriage to the Government servant or to such Government servant's wife or husband, and wholly dependent on such Government servant.

but does not include a wife or husband legally separated from the Government servant, or child or step-child who is no longer in any way dependent upon him or her, or of whose custody the Government servant has been deprived by law.

3. General.—Every Government servant shall at all times maintain absolute integrity and devotion to duty.

4. Taking part in politics and elections.—(1) No Government servant shall be a member of, or be otherwise associated with, any political party or any organisation which takes part in politics nor shall he take part in, subscribe in aid of, or assist in any other manner, any political movement or activity.

(2) It shall be the duty of every Government servant to endeavour to prevent any member of the family from taking part in, subscribing in aid of or assisting in any other manner any movement or activity which is, or tends directly or indirectly to be, subversive of the Government as by law established, and where a Government servant is unable to prevent a member of his family from taking part in, or subscribing in aid of, or assisting in any other manner, any such movement or activity, he shall make a report to that effect to the Government.

(3) If any question arises whether any movement or activity falls within the scope of this rule, the decision of the Government thereon shall be final.

(4) No Government servant shall canvass or otherwise interfere or use his influence in connection with, or take part in, an election to any legislature or local authority:

Provided that:—

- (i) a Government servant qualified to vote at such election may exercise his right to vote, but where he does so, he shall give no indication of the manner in which he proposes to vote or has voted;
- (ii) a Government servant shall not be deemed to have contravened the provisions of this rule by reason only that he assists in the conduct of an election in the due performance of a duty imposed on him by or under any law for the time being in force;
- (iii) the Government may permit a Government servant to offer himself as a candidate for election to a local authority and the Government servant so permitted shall not be deemed to have contravened the provisions of this rule.

Explanation.—The display by a Government servant on his person, vehicle or residence of any electoral symbol shall amount to using his influence in connection with an election within the meaning of this sub-rule.

5. Connection with press or radio.—(1) No Government servant shall, except with the previous sanction of the Government, own wholly or in part, or conduct, or participate in the editing or managing of, any newspaper or other periodical publication.

(2) No Government servant shall, except with the previous sanction of the Government or any other authority empowered by it in this behalf, or in the *bona fide* discharge of his duties participate in a radio broadcast or contribute any article or write any letter either anonymously or in his own name or in the name of any other person to any newspaper or periodical:

Provided that no such sanction shall be required if such broadcast or such contribution is of a purely literary, artistic or scientific character.

6. Criticism of Government.—No Government servant shall, in any radio broadcast or in any document published anonymously or in his own name or in the name of any other person or in any communication to the press or in any public utterance, make any statement of fact or opinion—

- (i) which has the effect of an adverse criticism of any current or recent policy or action of the Central Government or a State Government; or
- (ii) which is capable of embarrassing the relations between the Central Government and the Government of any State; or
- (iii) which is capable of embarrassing the relations between the Central Government and the Government of any foreign State:

Provided that nothing in this rule shall apply to any statements made or views expressed by a Government servant in his official capacity or in the due performance of the duties assigned to him.

7. Evidence before Committee or any other authority.—(1) Save as provided in sub rule (3), no Government servant shall, except with the previous sanction of the Government, give evidence in connection with any inquiry conducted by any person, committee or authority.

(2) Where any sanction has been accorded under sub-rule (1), no Government servant giving such evidence shall criticise the policy or any action of the Central Government or of a State Government.

(3) Nothing in this rule shall apply to—

- (a) evidence given at an inquiry before an authority appointed by the Government, by Parliament or by a State Legislature; or

(b) evidence given in any judicial inquiry; or

(c) evidence given at any departmental inquiry ordered by authorities subordinate to the Government.

8. Unauthorized Communication of information.—No Government servant shall, except in accordance with any general or special order of the Government or in the performance in good faith of the duties assigned to him, communicate, directly or indirectly, any official document or information to any Government servant or any other person to whom he is not authorised to communicate such document or information.

9. Subscriptions.—No Government servant shall, except with the previous sanction of the Government or of such authority as may be empowered by it in this behalf, ask for or accept contributions to, or otherwise associate himself with the raising of, any fund in pursuance of any object whatsoever.

10. Gifts.—(1) Save as otherwise provided in these rules, no Government servant shall, except with the previous sanction of the Government, accept or permit his wife or any other member of his family to accept from any person any gift of more than trifling value:

Provided that gifts of a value, reasonable in all circumstances of the case, may be accepted from relations and personal friends or presented to such persons on occasions such as weddings, anniversaries, funerals and religious functions, when the making or receiving of such gifts is in conformity with the prevailing religious or social customs; but acceptance of such gifts other than those of a trifling value shall be reported to the Government and the gifts shall be disposed of in such manner as the Government may direct.

(Explanation.—For the purpose of this sub-rule, any trowel, key or other similar articles offered to a Government servant at the laying of the foundation stone or the opening of a public building or any ceremonial function shall be deemed to be a gift.)

(2) If a question arises whether any gift is of a trifling value or not, or where a Government servant is in any doubt whether a gift offered to him is of a trifling value or not, a reference shall be made to the Government by such Government servant and the decision of the Government thereon shall be final.

(Explanation.—Whether or not a gift should be treated as of a trifling value shall depend on who the donor is and the circumstances in which the gift is made. A gift exceeding in value 1/20th of the monthly emoluments of a Government servant or Rs. 20 (whichever is less) from a person who is not his relation or his personal friend shall ordinarily be regarded as a gift not of trifling value. Gifts from relatives and personal friends upto the value of 1/8th of the monthly emoluments of the Government servant or Rs. 50 whichever is less, or even upto the value of one half of such emoluments or Rs. 200 whichever is less, on special occasions such as mentioned in the proviso to sub-rule (1) may be regarded as of trifling value.

(3) Nothing in this rule shall be deemed to prevent any Government servant from sitting, at the request of any public body for a portrait, bust or statue, not intended for presentation to him.

11. Public Demonstrations in honour of Government servant.—No Government servant shall, except with the previous sanction of the Government, receive any complimentary or valedictory address or accept any testimonial or attend any meeting or entertainment held in his honour, or in the honour of any other Government servant:

Provided that nothing in this rule shall apply to—

(i) a farewell entertainment of a substantially private and informal character held in honour of a Government servant or any other Government servant on the occasion of his retirement or transfer or any person who has recently quitted service of any Government; or

(ii) the acceptance of simple and inexpensive entertainments arranged by public bodies or institutions.

12. Private trade or employment.—(1) No Government servant shall, except with the previous sanction of the Government, engage directly or indirectly, in any trade or business or undertake any employment:

Provided that a Government servant may, without such sanction, undertake honorary work of a social or charitable nature or occasional

work of a literary, artistic or scientific character, subject to the condition that his official duties do not thereby suffer; but he shall not undertake, or shall discontinue, such work if so directed by the Government.

Explanation.—Canvassing by a Government servant in support of the business of insurance agency, commission agency, etc. owned or managed by his wife or any other member of his family shall be deemed to be a breach of this sub-rule.

(2) No Government servant shall, except with the previous sanction of the Government, take part in the registration, promotion or management of any bank or other company registered under the Indian Companies Act, 1913 (VII of 1913), or any other law for the time being in force:

Provided that a Government servant may take part in the registration, promotion or management of a co-operative society registered under the Co-operative Societies Act, 1912 (II of 1912), or any other law for the time being in force, or of a literary, scientific or charitable society registered under the Societies Registration Act, 1860 (XXI of 1860), or any corresponding law in force.

13. Investments, lending and borrowing.—(1) No Government servant shall speculate in any investment.

Explanation.—The habitual purchase or sale of securities of a notoriously fluctuating value shall be deemed to be speculation in investments within the meaning of this sub-rule.

(2) No Government servant shall make, or permit his wife or any member of his family to make, any investment likely to embarrass or influence him in the discharge of his official duties.

(3) If any question arises whether a security or investment is of the nature referred to in sub-rule (1) or sub-rule (2), the decision of the Government thereon shall be final.

(4) No Government servant shall, except with the previous sanction of the Government, lend money to any person possessing land or valuable property within the local limits of his authority, or at interest to any person:

Provided that a Government servant may make an advance of pay to a private servant, or give a loan of small amount free of interest to a personal friend or relative, even if such person possesses land within the local limits of his authority.

(5) No Government servant shall, save in the ordinary course of business with a bank or a firm of standing, borrow money from or otherwise place himself under pecuniary obligation to any person within the local limits of his authority, or any other person with whom he is likely to have official dealings, nor shall he permit any member of his family, except with the previous sanction of the Government, to enter into any such transaction:

Provided that a Government servant may accept a purely temporary loan of small amount, free of interest, from a personal friend or relative or operate a credit account with a *bona fide* tradesman.

(6) When a Government servant is appointed or transferred to a post of such a nature as to involve him in the breach of any of the provisions of sub-rule (4) or sub-rule (5), he shall forthwith report the circumstances to the Government, and shall thereafter act in accordance with such orders as may be passed by the Government.

14. Insolvency and habitual indebtedness.—A Government servant shall so manage his private affairs as to avoid habitual indebtedness or insolvency. A Government servant who becomes the subject of a legal proceeding for insolvency shall forthwith report the full facts to the Government.

15. Movable, immovable and valuable property.—(1) No Government servant shall, except with the previous knowledge of the prescribed authority, acquire or

dispose of any immovable property by lease, mortgage, purchase, sale, gift or otherwise, either in his own name or in the name of any member of his family:

Provided that any such transaction conducted otherwise than through a regular or reputed dealer shall require the previous sanction of the prescribed authority.

Explanations.—(a) The prescribed authority for the purposes of this sub-rule shall be—

(i) the Government, in the case of all Class I officers except where any lower authority is specifically prescribed in respect of any categories of such officers;

(ii) Heads of Departments, in the case of all Class II officers;

(iii) Heads of offices, in the case of Class III and Class IV officers.

(b) In respect of a Government servant on foreign service or on deputation to any other Ministry or any other Government, the prescribed authority shall be the parent department on the Cadre of which such Government servant is borne or the Ministry to which he is administratively subordinate as member of that Cadre.

(2) A Government servant who enters into any transaction concerning any movable property exceeding one thousand rupees in value, whether by way of purchase, sale, or otherwise, shall forthwith report such transaction to the prescribed authority, referred to in sub-rule (1):

Provided that no Government servant shall enter into any such transaction except with or through a regular or reputed dealer or agent or with the previous sanction of the said prescribed authority.

Explanation.—For the purposes of this sub-rule, the expression "movable property" includes *inter alia* the following property, namely:—

(a) jewellery, insurance policies, shares, securities and debentures;

(b) loans advanced by such Government servant, whether secured or not;

(c) motor cars, motor cycles, horses or any other means of conveyance; and

(d) refrigerators, radios and radiograms.

(3) Every member of Class I and Class II services shall, on first appointment in the Government service and thereafter at intervals of every twelve months submit a return in such form as the Government may prescribe in this behalf, of all immovable property owned, acquired or inherited by him or held by him on lease or mortgage, either in his own name or in the name of any member of his family or in the name of any other person.

(4) The Government or any authority empowered by it in this behalf may, at any time, by general or special order, require a Government servant to submit, within a period specified in the order a full and complete statement of such movable or immovable property held or acquired by him or by any member of his family as may be specified in the order. Such statement shall, if so required by the Government or by the authority so empowered, include details of the means by which, or the source from which, such property was acquired.

16. Vindication of acts and character of Government servants.—No Government servant shall, except with the previous sanction of the Government, have recourse to any court or to the press for the vindication of any official act which has been the subject-matter of adverse criticism or an attack of defamatory character.

Explanation.—Nothing in this rule shall be deemed to prohibit a Government servant from vindicating his private character or any act done by him in his private capacity.

17. Canvassing of non-official or other outside influence.—No Government servant shall bring or attempt to bring any political or other outside influence to bear upon any superior authority to further his interests in respect of matters pertaining to his service under the Government.

18. Bigamous marriages.—No Government servant who has a wife living shall contract another marriage without first obtaining the permission of the Government, notwithstanding that such subsequent marriage is permissible under the personal law for the time being applicable to him.

19. Interpretation.—If any question arises relating to the interpretation of these rules, it shall be referred to the Government whose decision thereon shall be final.

20. Delegation of powers.—The Government may, by general or special order, direct that any power exercisable by it or any head of Department under these rules (except the powers under rule 19 and this rule), shall subject to such conditions, if any, as may be specified in the order, be exercisable also by such officer or authority as may be specified in the order.

21. Repeal and saving.—Any rules corresponding to these rules in force immediately before the commencement of these rules and applicable to the Government servants to whom these rules apply are hereby repealed:

Provided that any order made or action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

[No. 25/59/53-Estt.]

R. C. DUTT, Joint Secy.