

Prasar Bharati Secretariat  
7<sup>th</sup> Floor, Prasar Bharati House,  
Copernicus Marg, New Delhi  
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F.No.A-10011/5/2017-PPC

Dated: 03/06/2020

**Office Memorandum**

Subject: **Forwarding of various representations and seeking clarifications directly from senior officers at Prasar Bharati Secretariat - regarding**

It has been observed that various officers/officials, posted at various stations/kendras/zonal offices/ other establishments, are directly submitting their grievances/representations through mail or by post to the senior officers including CEO at Prasar Bharati Secretariat without following the prescribed office channel and not even obtaining due recommendations of respective Regional/Zonal Heads.

2. Besides, HOOs/HOEs/HOPs at Regional/Zonal Offices/Stations/Kendras are also approaching the Secretariat directly through mail or by post without routing the matter to concerned Directorate for seeking clarifications or guidelines on any Order/instruction issued by this Secretariat.


3. The above conduct of officers/ officials has been viewed seriously by the higher authorities and the following is conveyed for compliance :-

i. The Directorates / verticals are directed to instruct all the offices/stations/kendras under their control to ensure the strict compliance of Prasar Bharati Secretariat's instructions issued vide OM No. A-10011/5/2017-PPC dated 26.07.2019 and each officer/official shall be advised to curb the practice to approach higher ups at the Secretariat directly for their grievances failing which disciplinary action may be initiated against the defaulter under the CCS(Conduct) Rules, 1964.

ii. To seek any clarification / guidelines on the instructions/orders issued by Prasar Bharati Secretariat, respective HOOs/HOEs/HOPs shall approach the concerned Section of their respective Directorate and the concerned Directorate/ vertical will examine and dispose off the matter at their end. The Directorate/ vertical may forward the same to this Secretariat, if required, along with the recommendations / opinion of the Directorate.

iii. All the Regional/ Zonal ADGs are also directed to ensure strict compliance of above instructions from the offices under their command and control.

4. This issues with the approval of Competent Authority.

  
03/06/20  
(Alok Kumar Sharma)  
Director (Pers.)

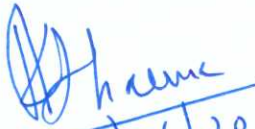
Phone No. – (011) 23118410

To

1. DG,AIR; DG,DDn; Pr.DG, NSD; DG, DD News
2. E-in-C(Broadcast Operations) / E-in-C(Special Initiatives & Common Services)
3. All ADGs / DDGs at PB Secretariat
- 4.. Head (PBNS & DP) / Head of Sales PB
5. All Zonal ADGs(E) and Zonal ADGs(P) / All AIR Stations / DD Kendras through respective SCOR Sections
6. ADG(Admn), DG:AIR / ADG(Admn), DG:DD/ ADG (Admn) DD News/ ADG(NABM)
7. DDG(EPM) DG:AIR / DDG(HRD), DG:DD
8. DDG(Tech), PBS for uploading this order on PB Website
- 9 .Hindi Unit for Hindi Version
10. Office Orders Folder.

Copy to :-

1. SO to CEO
2. PS to M(F)
3. O/o CVO PB DoordarshanBhawan

  
23/06/20