



GOVERNMENT OF HARYANA
GENERAL ADMINISTRATION DEPARTMENT
THE HARYANA CIVIL SERVICES RULES
PART VII – Government Employees Conduct Rules
(1st Edition)

PREFACE

The Finance Department of Haryana has brought out a set of new Haryana Civil Services Rules in eight parts, which have been issued, in exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, as under: -

- (1) Part I – General Rules – contains rules relating to pay fixation, joining time, foreign service and other general conditions of service;
 - (2) Part II- Leave Rules - contains rules relating to various kinds of leave;
 - (3) Part III – Pension Rules - contains rules relating to pension and family pension;
 - (4) Part IV – Provident Fund Rules – contains rules relating to General Provident Fund;
 - (5) Part V – Travelling Allowance Rules - contains rules relating to travelling allowance;
 - (6) Part VI – Other Compensatory Allowances Rules – contains rules relating to house rent allowance, conveyance allowance, hill allowance etc.;
 - (7) Part VII – Government Employees Conduct Rules– contains rules relating to conduct of a Government employee in service; and
 - (8) Part VIII – Punishment and Appeal Rules – contains rules relating to punishment and appeal.
2. These rules in VIII parts are mainly based on the existing rules and orders contained in the Punjab Civil Services Rules, Volume I, Part – I Main Rules (First Edition) 1941 and further modified in the background of the changes resulting from the partition of the Punjab and constitutional requirement.
3. The Punjab Civil Services Rules, Volume I, II and III published in 1941 (First Edition) were being used by the Government, with amendments from time to time, till date before the updation in the present form, and these rules have been brought out in VIII parts, as detailed above, for the sake of convenience and facility for easy handling of the books to the readers.
4. These rules will apply to Government employees belonging to the categories mentioned in rule 1.2 of Part I – General Rules of these rules from the date of issue of this publication.

5. These rules, except Travelling Allowance Rules contained in Part V of these rules, shall not apply to members of the I.A.S. and I.P.S. serving under the Haryana Government. However, they will be governed by the rules issued by the President of India in this behalf.
6. The opportunity has also been taken to include important orders relating to interpretation of rules, in the form of "Notes" or Illustrations" below the relevant rule.
7. The forms which have been adopted in these rules have been given a separate new series "GR, LR and PF" (abbreviation for General Rules, Leave Rules, Provident Fund Rules) series.
8. The Finance Department of Haryana Government is the rule making competent authority for interpretation, modification and changes in the existing rules contained in Haryana Civil Services Rules, Part I to VI and the Chief Secretary, General Administration Department is the competent rule making authority for Part VII - Government Employees Conduct Rules and Part VIII - Punishment and Appeal Rules.
9. I appreciate and acknowledge the hard work put in by Sh. Sumer Singh Bishnoi, Principal, Accounts Training Institute, Haryana, Panchkula for updating, re-writing and re-drafting of Civil Services Rules in VIII parts.
10. All Government employees who notice any errors or omissions in these rules, are requested to bring them to the notice of their Head of Departments, who will please submit their proposals to the Finance Department, through the Administrative Department concerned for Part I to VI and to the Chief Secretary, General Administration Department for Part VII and VIII respectively.

Dated : Sanjeev Kaushal
Financial Commissioner & Principal Secretary to
Government, Haryana, Finance Department.

The Haryana Civil Services Rules
Part VII – Government Employees Conduct Rules, 2012

1. Short title, commencement and application.—

(1) These rules may be called the Haryana Civil Services Rules, Part VII - Government Employees Conduct Rules, 2012.

(2) These rules have been issued by the Governor of Haryana under proviso to Article 309 of the Constitution of India.

(3) They shall come into force from the date of notification in the official gazette.

(4) They shall apply to all persons appointed to Civil Services and posts in connection with the affairs of the State of Haryana: Provided that nothing in these rules shall apply to--

(a) members of the All India Services who are subject to the All India Services (Conduct) Rules, 1968; and

(b) holders of any post in respect of which the Government may, by general or special order, declare that these rules do not apply.

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

(a) “the Government” means the Government of the State of Haryana

(b) “Government employees” means any person appointed to any civil service or post in connection with the affairs of the State of Haryana.

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

(c) “members of family” in relation to a Government employee includes-

(i) the wife or the husband, as the case may be, of the Government employee, whether residing with the Government employee or not but does not include a wife or husband, as the case may be, separated from the Government employee, by a decree or order of a competent court;

(ii) son or daughter or step son or step-daughter of the Government employee and wholly dependent on him, but does not include a child or step-child who is no longer in any way dependent on Government employee or of whose custody the Government employee has been deprived by or under any law;

(iii) any other person related, whether by blood or marriage, to the Government employee or to the Government employee's wife or husband and wholly dependent on the Government employee.

3. General —

(1) Every Government employee shall at all times-

(i) maintain absolute integrity;

(ii) maintain devotion to duty; and

(iii) do nothing which is unbecoming of a Government employee.

(2) (i) Every Government employee holding a supervisory post shall take all possible steps to ensure the integrity and devotion to duty of all Government employees under his control and authority.

(ii) Every Government employee shall in the discharge of his duties act in a courteous manner and shall not adopt dilatory tactics on his dealings with the public or otherwise.

(3) (i) No Government employee shall, in the performance of his official duties, or in the exercise of powers conferred on him act otherwise than in his best judgment, except when he is acting under the direction of his official superior.

(ii) The direction of the official superior shall, ordinarily, be in writing. Oral direction to subordinate shall be avoided, as far as possible. When the issue of oral direction becomes unavoidable, the official shall confirm it in writing immediately thereafter.

(iii) A Government employee who has received oral direction from his official superior shall seek confirmation of the same in writing as early as possible, whereupon it shall be the duty of the official superior to confirm the direction in writing.

(4) No Government employee shall employ any child below the age of 14 years as domestic help.

(5) The Government employee in his personal capacity or otherwise shall:-

(i) observe strictly, the existing policies regarding age of marriage, preservation of the environment, wildlife and cultural heritage; and

(ii) observe the existing policies regarding crime against women.

Explanation 1.— A Government employee who habitually fails to perform a task assigned to him within the time set for the purpose and with the quality of performance expected of him shall be deemed to be lacking in devotion to duty within the meaning of clause (ii) sub rule (1).

Explanation 2.— Nothing in clause (i) of sub rule (3) shall be construed as empowering a Government employee to evade his responsibilities by seeking instructions from, or approval of, a superior officer or authority when such instructions are not necessary under the scheme of distribution of powers and responsibilities.

4. Prohibition of sexual harassment of working women –

- (1) No Government employee shall indulge in any act of sexual harassment of any woman at her work place.
- (2) Every Government employees who is incharge of a work place shall take appropriate steps to prevent sexual harassment to any woman at such work place.
 - (a) physical contact and advances;
 - (b) demand or request for sexual favours;
 - (c) making any sexually coloured remarks;
 - (d) showing any pornographic material; and
 - (e) any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

Explanation.- For the purpose of this rule, “sexual harassment” includes such unwelcome sexually determined behaviour, whether directly or otherwise, as: -

5. Employment of near relatives in companies or firms -

- (1) No Government employee shall use his position or influence directly or indirectly to secure employment for any member of his family in any company or firm.
- (2) (i) No Government employee shall, except with the previous sanction of the Government, permit his son, daughter or other dependent to accept employment in any company or firm with which he has official dealings or in any other company or firm having official dealings with the Government:

Provided that where the acceptance of the employment cannot await prior permission of the Government or it otherwise considered urgent, the matter shall be reported to the Government at the earliest but not later than three months and the employment may be accepted provisionally subject to the permission of the Government.

- (ii) A Government employee shall, as soon as he becomes aware of the acceptance by member of his family of an employment in any company or firm, intimate such acceptance to the prescribed authority and shall also intimate whether he has or had any official dealings with that company or firm:

Provided that no such intimation shall be necessary, if he has already obtained the sanction of, or sent a report to, the Government under clause (i).

(3) No Government employee shall in the discharge of his official duties deal with any matter or give or sanction any contract to any undertaking or any other person, if any, member of his family is employed in that undertaking or under that person, or if he or any member of his family is interested in such matter or contract in any other manner and the Government employee shall refer every such matter or contract to his official superior and the matter or contract shall thereafter be disposed off according to the instructions of the authority to whom the reference is made.

6. Taking part in politics and elections -

(1) No Government employees shall be a member of, or be otherwise associated with, any political party or any organization, which takes part in politics, nor shall be take part in, or subscribe in aid of, or assist in any other manner; any political movement or activity.

(2) It shall be the duty of every Government employee to endeavour to prevent any member of his family from taking part in sub-scribing 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 employee 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 a party is a political party or whether any organization takes part in politics or whether any movement or activity fall within the scope of sub-rule (2) , the decision of the Government, thereon shall be final.

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

Provided that-

(a) a Government employee 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;

(b) a Government employee shall not be deemed to have contravened the provisions of his sub-rule by reason only that he has assisted 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.

Explanation- The display by a Government employee 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.

7. Joining of Associations -

(1) No Government employee shall join or continue to be a member of an association the objects or activities of which are prejudicial to the interest of the sovereignty and integrity of India or public order or morality.

(2) No Government employee will be a member/ office bearer of more than one such association at State level and at National level, the aims or objectives of which relate to promotion of sports. Furthermore the employees of the sports department may become member/ office bearer of only one association at State level and one at National level that too in the area of their own specialty / discipline.

8. Demonstration and Strikes -

No Government employee shall-

(i) engage himself or participate in any demonstration which is prejudicial to the interest of the sovereignty and integrity of India, the security of the State, friendly relations with foreign State, public order, decency or morality or which involves contempt of court, defamation or incitement to an offence, or

(ii) resort to or in any way by any form of strike in connections with any matter pertaining to his service or any other Government employee.

9. Connection with Press or Radio or other Media-

(1) No Government employee shall, except with the previous sanction of the Government, on wholly or in part, or conduct or participate in the editing or management of, any newspaper or other periodical publication or electronic media.

(2) No Government employee shall except with the previous sanction of the Government or the prescribed authority or except in the bona-fide discharge of his duties-

(a) publish a book himself or through a publisher, or contribute an article to a book or a compilation of articles; or

(b) participate in a public media or contribute an article or write a letter to a newspaper or periodical; either in his own name or anonymously or pseudonymously or in the name of any other person:

Provided that no such sanction shall be required –

- (i) if such publication is through a publisher and is of a purely literary, artistic or scientific character; or
 - (ii) if such contribution, broadcast or writing is of a purely literary, artistic or scientific character:
- (3) The Government may withdraw at any time the sanction so granted to a Government employee, after affording reasonable opportunity of being heard, if, there are reasons to believe that the sanction is being misutilised.

10. Criticism of Government -

No Government employee shall, in any radio broadcast or communication over any electronic media or in any document published in his own name or anonymously, pseudonymously 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 any adverse criticism of any current or recent policy or action of the Government of India, Government of Haryana or any other State Government;
 - (ii) which is capable of embarrassing the relations between the Government of Haryana and the Government of India or the Government of any other State in India ;
- or
- (iii) which is capable of embarrassing the relations between the Government of India or the Government of Haryana 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 employee in his official capacity or in the due performance of the duties assigned to him.

11. Evidence before committee or another authority -

- (1) Save as provided in sub-rule (3), no Government employee shall except with the previous sanction of the Government, give evidence in connection with any enquiry conducted by any person, committee or authority.
- (2) Where any sanction has been accorded under sub-rule (1), no Government employee giving such evidence shall criticize the policy or any action of the Government of India, Government of Haryana or any other State Government.
- (3) Nothing in this rule shall apply to-

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

(b) evidence given in any judicial enquiry; or

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

(4) No Government employee giving any evidence referred to in sub rule (3) shall give publicity to such evidence.

12. Communication of official information-

Every Government employee shall, in performance of his duties in good faith, communicate information to a person in accordance with the Right to Information Act, 2005 (22 of 2005) and the rules made thereunder:

Provided that no Government employee 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 any part thereof; or information to any Government employee or any other person to whom he is not authorized to communicate such document or information.

13. Subscriptions-

No Government employee shall, except with the previous sanction of the Government or of the prescribed authority, ask for or accept contributions to, or otherwise associate himself with the raising of, any funds or other collections in cash or in kind in pursuance of any object whatsoever.

14. Gifts-

(1) Save as otherwise provided in these rules, no Government employee shall accept or permit any member of his family or any other person acting on his behalf to accept any gift.

Explanation.- The expression "gift" shall include free transport, boarding, lodging or other service or any other pecuniary advantage provided by any other person other than a near relative or personal friend having no official dealings with the Government employee.

Note 1.- A casual meal, gift or other social hospitality shall not be deemed to be a gift.

Note 2.- A Government employee shall avoid accepting lavish hospitality or frequent hospitality from any individual having official dealings with him from industrial or commercial firms, organizations, etc.

(2) On occasions such as wedding, anniversaries, functions or religious functions, when the making of a gift is in conformity with prevailing religious or social practice, a Government employee may accept gifts from his near relatives and friends but he shall make a report to the Government if the value of any such gift exceeds rupees ten thousand.

(3) In any other case, a Government employee shall not accept, or permit any member of his family or any other person acting on his behalf to accept any gift without the sanction of the Government, if the value thereof exceeds rupees five thousand.

15. Prohibition of dowry-

No Government employee shall -

- (i) give or take or abet the giving or taking of dowry; or
- (ii) demand, directly or indirectly, from the parents or guardian of a bride or bridegroom, as the case may be, any dowry.

Explanation- For the purpose of this rule, "dowry" has the same meaning as in the Dowry Prohibition Act, 1961 (28 of 1961), as amended in its application to the State of Haryana.

16. Public demonstration in honour of Government employees-

(1) No Government employee 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 employee:

Provided that nothing in this rule shall apply to-

- (a) a farewell entertainment of a substantially private and informal character held in honour of a Government employee or any other Government employee on the occasion of his retirement or transfer or of any person who has recently quitted the service of any Government ; or
- (b) the acceptance of simple and inexpensive entertainment arranged by public bodies or institutions.

(2) No Government employee shall exercise pressure or influence of any sort on any Government employee to induce him to subscribe towards any farewell entertainment even if it is of a substantially private or informal character.

17. Private trade or employment –

(1) Subject to the provisions of sub-rule (2), no Government employee shall, except with the previous sanction of the Government. -

- (a) engage directly or indirectly in any trade or business, or
- (b) negotiate for, undertake, any other employment, or
- (c) hold an elective office, canvass for a candidate or candidates for an elective office, in any body, whether incorporated or not, or
- (d) canvass in support of any business of insurance agency, commission agency, etc., owned or managed by any member of his family, or
- (e) take part, except in the discharge of his official duties, in the registration, promotion or a management of any bank or other company registered under the Companies Act, 1956 (1 of 1956) or any other law for the time being in force, or of any co-operative society for Commercial purposes or
- (f) participate in, or associate himself on any manner, in making of –
 - (i) a sponsored media (including radio, televisions) programme, or
 - (ii) a media programme commissioned by Government media but produced by an outside agency or;
 - (iii) a privately produced radio or televisions or other media programme including a video magazine.

Provided that no previous permission shall be necessary in case a Government employee participates in a programme produced by the Doordarshan or a subject dealt with by him in his official capacity.

(g) involve or engage himself in the registration, promotion, management of other kinds of activities of any non-Government organisation if the same is aided by the Central Government, State Government or an international organization or agency.

(2) A Government employee may, without the previous sanction of the Government;

- (a) undertake honorary work of a social or charitable nature or
- (b) undertake occasional work of literary, artistic or scientific character, or
- (c) participate in sports activities as amateur, or
- (d) take part in the registration, promotion or management (not involving the holding of an elective office) of a literary, scientific or charitable society, or of a club, or similar organisation, the aims or objectives of which relate to promotion of sports, cultural, or recreation activities, registered under the Societies Registration Act, 1860 (21 of 1860), or any other law for the time being in force, or

(e) take part in the registration, promotional or management (not involving the holding or elective office) of a co-operative society substantially for the benefit of Government employee, registered under the Co-operative Societies Act, 1912 (2 of 1912) or any other law for the time being in force in any State:

Provided that –

he shall discontinue taking part in such activities if so directed by the Government; and

in a case falling under clause (d), or clause (e) of this sub-rule, his official duties shall not suffer thereby and he shall, within a period of one month of his taking part in such activity, report to the Government giving details of the nature of his participation.

Explanation I.- A “ co-operative Society” means a society registered, or deemed to be registered under the Co-operative Societies Act, 1912, (2 of 1912) or any other law relating to co-operative societies for the time being in force in any State.

Explanation II.- Canvassing for a candidate for an elective office referred to in the second proviso shall be deemed to be breach of this sub-rule.

(3) Every Government employee shall, if any member of his family is engaged in a trade or business, or owns or manages an insurance agency or commission agency, report that fact to the Government.

(4) No Government employee shall accept any fee for any work done for any public body or for any private person without the sanction of the prescribed authority.

Explanation.- The term fee used here shall have the meaning assigned to it in Rule 2.14 of Part I – General Rules.

18. Use of Government accommodation- (1) No Government employee shall sublet or lease out or otherwise allow use of Government accommodation allotted to him by any other person.

(2) A Government employee shall, after the cancellation of his allotment of Government accommodation vacate the same within the time limit prescribed by the allotting authority.

19. Investment, lending and borrowing-

(1) No Government employee shall speculate in any stock, share or other investment.

Explanation.- Frequent purchase or sale or both of shares, securities or other investments shall be deemed to be speculation within the meaning of this sub-rule.

(2) No Government employee shall make, or permit any member of his family or any person acting on his behalf to make any investment which is likely to embarrass or influence him in the discharge of his official duties. For this purpose any purchases of shares from out of the quotas reserved for Directors or their friends and associate shall be deemed to be an investment which is likely to embarrass the Government employee

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

(4) (i) No Government employee, shall save in the ordinary course of business with a bank or a public limited company, himself or through any member of his family or any other person acting on his behalf.-

(a) lend or borrow or deposit money as principal or agent, to, or from, or with any person or firm or private limited company within the local limits of his authority or with whom he is likely to have official dealings, or otherwise place himself under any pecuniary obligation to such person, or firm; or

(b) lend money to any person at interest or in a manner where by return in money or in kind is charged or paid:

Provided that a Government employee may, give to or accept from a relative or a personal friend purely temporary one of a small amount free of interest or operate a credit account with a bonafide tradesman or make an advance of pay to his private employee but such amount shall not exceed twelve months emoluments for the construction of house or purchase of built up house and six months emoluments for the purchase of conveyance and other purposes.

Provided further that a Government employee may, with the previous sanction of the Government, enter into any transaction referred to in sub-clause (a) or sub-clause (b).

(ii) When a Government employee is appointed or transferred to a post of such nature as would involve him in the breach of any of the provisions of sub-rule (2) or sub-rule (4), he shall forthwith report the circumstances to the prescribed authority and shall there after act in accordance with such order as may be made by such authority.

20. Insolvency and habitual indebtedness-

(1) A Government employee shall so manage his private affairs as to avoid habitual indebtedness, or insolvency.

(2) A Government employee against whom any legal proceedings is instituted for recovery of any debt due from him or for adjudging him as an insolvent shall forthwith report the full facts of the legal proceeding to the government.

(3) The burden of proving that the insolvency or indebtedness was the result of circumstances which, with the exercise of or ordinary diligence, the Government employee could not have foreseen, or over which he had no control, and had not proceeded from extravagant or dissipated habits, shall be upon him.

21. Movable, immovable and valuable property-

(1) Every Government employee shall on his first appointment to any service or post and thereafter at such intervals as may be specified by the Government submit a return of his assets and liabilities, in such form as may be prescribed by the Government, giving the full particulars regarding -

(a) the immovable property inherited, owned, acquired or held on lease or mortgage, by him or his spouse or any member of his family, either in their own name or in the name of any other person;

(b) Shares, debentures, bonds, post office deposits, bank deposits, cash inherited or similarly owned, acquired or held by him or his spouse or any other member of his family;

(c) Other movable property inherited or similarly owned, acquired or held by him or his spouse or any other member of his family; and

(d) Debts and other liabilities incurred directly or indirectly by him or his spouse or any other member of his family.

Explanation.- The moveable/ immoveable properties either acquired by the members of the family of the employee from their own funds or inherited by them would not attract the provisions of this rule.

(2) In all returns the value of items of movable property costing less than Rs. 50,000 may be added and shown as a lump sum. The value of articles of daily use such as clothes, utensils, crockery, books, etc., need not be included in such return.

(3) No Government employee 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 the previous sanction of the prescribed authority shall be obtained by the Government employee if any such transaction is—

- (i) with a person having official dealings with the Government employee or
 - (ii) otherwise than through a regular or reputed dealer,
- (4) Where a Government employee enters into a transaction in respect of movable property either in his own name or in the name of a member of his family, he shall within one month from the date of such transaction, report the same to the prescribed authority, if the value of such property exceeds Rs.50,000/-:

Provided that the previous sanction of the prescribed authority shall be obtained if any such transaction is-

- (i) with a person having official dealings with the Government employee: or
 - (ii) otherwise than through a regular or reputed dealer.
- (5) The Government or the prescribed authority may at any time, by general or special order, require a Government employee to furnish, within a period specified in the order, a full and complete statement of such movable or immovable property held or acquired by him on his behalf 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 prescribed authority, include the details of the means by which, or the source from which, such property was acquired.

Explanation- For the purpose of this rule-

- (1) The expression "movable property" includes-
- (i) Jewellery, insurance policies, the annual premia of which exceeds Rs. 20,000 or one sixth of the total annual emoluments received from Government whichever is less, shares, securities and debentures:
 - (ii) loans and advances by such Government employee whether secured or not; and
 - (iii) motor cars, motor cycles or any other means of conveyance; and
 - (iv) refrigerators, radios, radiograms, televisions, computers, washing machines and other electronic goods.
- (2) "Prescribed Authority" means-
- (a) (i) the Government in the case of a Government employee holding any Group A post except where any lower authority is specified by the Government for any purpose;
 - (ii) Heads of Departments in the case of a Government employee holding any Group B post;
 - (iii) Heads of Offices, in the case of a Government employee holding any Group C or Group D post;

(iv) the Speaker of the Haryana Legislative Assembly in the case of Secretary and the Secretary in the case of all other employees of the Legislative Assembly.

(b) in respect of a Government employee on foreign service or on deputation to any other Department or any other Government, the parent department on the cadre of which such Government employee is borne or the department to which he is administratively subordinate as member of that cadre.

22. Vindication of Acts and Character of Government employees-

(1) No Government employee shall, except with the previous sanction of the Government, have recourse to any court or to the press for vindication of any official act which has been the subject matter of adverse criticism or on attack of a defamatory character:

Provided that if no such sanction is received by the Government employee within a period of three months from the date of receipt of his request by the Government, he shall be free to assume that the permission as sought for has been granted to him.

(2) Nothing in this rule shall be deemed to prohibit a Government employee from vindicating his private character or any act done by him in his private capacity and where any action for vindicating his private character or any act done by him in private capacity is taken, the Government employee shall submit a report to the prescribed authority regarding such action.

23. Canvassing-

No Government employee shall bring or attempt to bring any political or other influence to bear upon any superior authority to further his interests in respect of a matter pertaining to his service under the Government.

24. Restriction regarding marriage-

(1) No Government employee shall enter into, or contract, a marriage with a person having a spouse living; and

(2) No Government employee, having a spouse living shall enter into, or contract, a marriage with any person:

Provided that the State Government may permit a Government employee to enter into, on contract, any such marriage as is referred to in sub-rule (1) or sub-rule (2), if it is satisfied that such marriage is permissible under the personal law applicable to such Government employee and the other party to the marriage;

(3) A Government employee who has married or marries a person other than of Indian nationality shall forthwith intimate the Government.

25. Consumption of intoxicating drinks and drugs-

A Government employee shall-

(a) strictly abide by any law relating to intoxicating drink or drugs in force in any area in which he may happen to be for the time being;

(b) not be under the influence of any intoxicating drink or drug during the course of his duty and shall also take due care that the performance of his duties at any time is not affected in any way by the influence of such drink or drug;

(c) not consume any intoxicating drinks or drugs in public place ;

(d) not appear in a public place in a state of intoxication; and

(e) not habitually use any intoxicating drinks or drugs to excess.

Explanation.- For the purpose of this rule, "public place" means any place or premises (including conveyance) to which the public have or are permitted to have, access whether on payment or otherwise

26. Interpretation-

If any question arises relating to the interpretation of these rules, it shall be referred to the Chief Secretary to Government, Haryana, whose decision thereon shall be final.

27. Delegation of power-

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 26 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.

28. Repeal and saving-

The Punjab Government Employees (Conduct) Rules, 1966 are hereby repealed. Anything done or any action taken under the rules so repealed shall be deemed to have been done or taken under the corresponding provisions of these rules.