



Letter No.18667/S/2006-1
Personnel and Administrative
Reforms(S) Department
Secretariat, Chennai-600 009

Dated: 28.4.2006

From

Tmt. Thangam Sankaranarayanan, I.A.S.,
Secretary to Government.

To

All Secretaries to Government, Chennai-9
All Departments of Secretariat, Chennai-9.
All Heads of Departments including District Collectors /
District Judges and District Magistrates.
The Secretary, Tamil Nadu Public Service Commission, Chennai-2.
The Registrar, High Court, Chennai-104.
All Sections in Personnel and Administrative Reforms Department, Chennai-9.
The Finance (B.P.E.) Department, Chennai-9.

Sir,

Sub: Public Services - Preparation of panel for promotion -
Guidelines - Effect of punishment of stoppage of increment -
Clarification - Issued.

Ref: 1. Letter No.28790/S/2001-1 Personnel and Administrative
Reforms(S) Department dated 5.7.2001.

2. The Secretary, Tamil Nadu Public Service Commission,
Chennai-2 Letter No.5212/DPD-A5/2004 dated 27.12.2004.

I am to state that in the Government letter cited clarifications have been issued that an order imposing any punishment including withholding of increment takes effect from the date on which the said order is communicated to Government servant concerned. This does not mean that the punishment will be over after expiry of the period reckoning from the date of receipt of the orders of punishment. The punishment will continue till the actual period of punishment is completed. Currency of punishment is therefore continued till the punishment is over.

2. It is said that according to the said letter dated 5.7.2001 if an order inflicting a punishment of stoppage of increment for a period of one year without
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cumulative effect was communicated on 30.1.2003 then the period of currency of the punishment is taken from 30.1.2003 to 29.1.2004 irrespective of the date of next increment of the individual as the same will vary from individual to individual. With a view to make the intention clear, it is hereby clarified that the currency of punishment (including withholding of increment) begins when the punishment order is communicated to the concerned Government servant and concludes when the actual period of punishment is over.

" For example, an official was awarded with a punishment of stoppage of increment for one year on 10.4.2005 and the order was communicated to the individual on the same day. Since his normal increment is first day of April, the punishment can be implemented only from 1.4.2006. He is eligible to attain his next increment only on 1.4.2007. However the currency of punishment begins on 10.4.2005 and concludes on 31.3.2007."

3. The above procedure may be followed uniformly in all such cases.

Yours faithfully

for Secretary to Government
28/4/06