

## CHAPTER- X

# IMPLEMENTATION OF THE OFFICIAL LANGUAGE POLICY

### Acts/Rules/Annual Programmes



In order to implement the Official Language Policy of the Union Government, a Hindi section has been set up in the department. This section is under the overall charge of Joint Secretary (Transport & Administration) and it functions under the supervision of Deputy Director (OL). To ensure compliance with all relevant provisions contained in the Official Language Act, 1963 and the Rules framed thereunder and annual programme and the orders/instructions issued by the Department of Official Language are circulated among all officers, sections and regional offices of the Department and necessary steps taken to achieve this end.

10.1.2 To ensure full compliance of Section 3(3) of the Official Language Act, 1963, all documents under this section are issued in bilingual form.

10.1.3 As per Rule 5 of the Official Language Rules, 1976, all letters received in Hindi are replied to in Hindi.

### Reconstitution and Meeting of Hindi Salahkar Samiti

10.1.4 A Hindi Salahkar Samiti has been reconstituted under the chairmanship of Minister of State, Shipping, Road Transport and Highways. The main function of the Samiti is to render advice for proper implementation of the principles relating to Official Language as given in the Constitution, the Official Languages Act and Rules and the policy decisions and directions of the Department of Official Language / Kendriya Hindi Samiti with regard to use of Hindi in official work. A meeting of reconstituted Hindi Salahkar Samiti was held in Varanasi on Third October 2005.

### Meeting of Official Language Implementation Committee

10.1.5 A Departmental Official Language Implementation Committee has been constituted under the Chairmanship of Joint Secretary (Transport & Administration) to review the quarterly progress and to suggest the measures to remove the shortcomings. Meetings of this Committee are held regularly.



## Training in Hindi/Hindi Typing/Hindi Stenography

10.1.6 Most of the officers and employees have working knowledge of Hindi. The officers and employees, who do not have working knowledge of Hindi, are nominated for training in a phased manner. Three employees were nominated for training during the year under report. Similarly, officials are nominated for Hindi typing/Hindi stenography. One stenographer and three typists were nominated for training in Hindi stenography and Hindi typing, respectively.

10.1.7 In order to utilize the services of the trained Hindi stenographers and Hindi typists, a facility to work in Hindi has been provided in all the personal computers in the Department.

## Inspection pertaining to Official Language

10.1.8 Inspections have been carried out as per the schedule prescribed in the Annual Programme 2005-06 issued by the Department of Official Language. During the year twenty sections of the Department have been inspected. Inspection was also carried out in respect of the NHAI in September 2005. The shortcomings found during the inspection were brought to the notice of the officer incharge and remedial measures suggested to remove the shortcomings.

