

F. No.D-32019/1/2015-GA
Government of India
Department of Empowerment of Persons with Disabilities

5th Floor, Paryavaran Bhavan
CGO Complex, New Delhi- 110003
Dated the 2nd February, 2016

To
The Chief Security Officer,
Ministry of Home Affairs,
North Block, New Delhi- 110001

Sub: Prevention of unauthorized entry of representatives of NGOs/Voluntary Organizations to the office of the Department.

Sir,

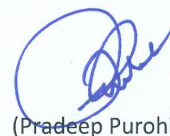
The Department of Empowerment of Persons with Disabilities administers various schemes under which grants-in-aid/assistance is provided to NGOs/ Voluntary Organizations running Schemes/Programmes for the welfare of persons with disabilities.

2. It has come to the notice of the administration that representatives of NGOs are managing their entry in the Department and especially in Sections dealing with NGOs without knowledge of the concerned officers. There have been instances when such persons have been caught roaming in the Department on passes issued in the name of officers of other Ministry/Departments housed in Paryavaran Bhavan. The latest such incident happened on 1.2.2016 when a person was found roaming in the Department on a pass issued in the name of Company Law Board.

3. The presence of representative of NGOs in the Sections without proper authority and permission not only causes hindrance in the discharge of official duties by the officers/officials but also leads to suspicion of enticements being offered by them to the officers/officials to get the work done. Such incidents vitiate the atmosphere of the Department and are unlawful acts as per vigilance norms.

4. It is therefore requested that entry passes to representatives of NGOs/Voluntary Organizations to enter the Department may be issued only after permission in this regard is obtained from the concerned Deputy Secretary/Director or above level officer on proper identification of the visitors from their I. Card and organization/employee/staff I. Card. While issuing entry passes, the representatives of NGOs/Voluntary Organizations may be directed to meet the concerned officer only and to proceed to the Sections only if written permission is given by him by the officer on the entry pass. They may also be cautioned that failure to abide by this condition will lead to initiation of legal/lawful action against them.

5. This issues with the approval of the competent authority.



(Pradeep Purohit)

Under Secretary to the Government of India

Copy to:

1. The Zonal Reception Officer, Paryavaran Bhavan, CGO Complex, New Delhi
2. DD-II/V, DD-I, Scholarship Sections of the Department.