



GOVERNMENT OF JAMMU AND KASHMIR
GENERAL ADMINISTRATION DEPARTMENT
(Vigilance Section)
Civil Secretariat, Srinagar

Subject: Disposal of anonymous/pseudonymous complaints.

Circular No: 29 -GAD(Vig) of 2014
Dated : 31 .07.2014

Whereas, vide Circular No.11-GAD(Vig) of 2008 dated 31.03.2008, the procedure for disposal of anonymous/pseudonymous complaints was circulated amongst all the concerned; and

Whereas, the Government of India, Ministry of Personnel & Public Grievances & Pensions (Department of Personnel & Training) has issued guidelines regarding handling of complaints in Ministries/Departments vide their O.M. No.104/76/2011-AVD.I dated 18th October, 2013; and

Whereas, the guidelines issued by the Government of India have been examined and it has been, accordingly, decided to adopt the same procedure for disposal of anonymous/pseudonymous complaints.

Now, therefore, in supercession of Circular No.11-GAD(Vig) of 2008 dated 31.03.2008, the following procedure is laid down for handling anonymous/pseudonymous complaints in the Departments/Autonomous Bodies:-

- (i) *No action is required to be taken on anonymous complaints, irrespective of the nature of allegations and such complaints need to be simply filed.*
- (ii) *Complaints containing vague allegations could also be filed without verification of identity of the complainant.*

- (iii) *If a complaint contains verifiable allegations, the administrative Department may take cognizance of such complaint with the approval of the competent authority to be designated by the Department. In such cases, the complaint will be first sent to the complainant for owning/disowning, as the case may be. If no response is received from the complainant within 15 days of sending the complaint, a reminder will be sent. After waiting for 15 days after sending the reminder, if still nothing is heard, the said complaint may be filed as pseudonymous by the Department/Autonomous Body.*

The above instructions are brought to the notice of all the concerned for information and necessary action.

Sd/-
(M.A.Bukhari)IAS
Secretary to Government
General Administration Department

No:GAD(Vig)50-Comp/2014

Dated: 31.07.2014

Copy to the:-

1. All the Financial Commissioners/Principal Secretaries to Government/Commissioner/Secretaries to Government/Secretaries to Government.
2. Divisional Commissioner, Jammu/Kashmir.
3. Director of Vigilance, J&K, Srinagar.
4. All Heads of Department.
5. All Deputy Commissioners.
6. P.A. to Secretary to Government, General Administration Department.
7. Circular file/Incharge website.


(Puneet Sharma)
Deputy Secretary to Government
General Administration Department