

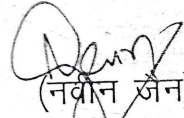
राजस्थान राज्य पथ परिवहन निगम मुख्यालय, जयपुर

क्रमांक:-एफ-188 / कार्मिक / प्रसु / 2020 / 112

दिनांक:-14-05-2020

कार्यालय-आदेश

निगम मण्डल के निर्णय संख्या 40/2019 दिनांक 21.06.2019 तथा राजस्थान सरकार (परिवहन विभाग) के पत्र संख्या प.14(1)/परि/2019 दिनांक 17.12.2019 के द्वारा राजस्थान राज्य पथ परिवहन निगम कर्मचारी सेवा विनियम 1965 से शासित कार्मिकों हेतु राजस्थान राज्य पथ परिवहन निगम कर्मचारी आचरण विनियम (संलग्नानुसार) तुरन्त प्रभाव से लागू किया जाता है ।



(निवीन जैन)
अध्यक्ष एवं प्रबन्ध निदेशक

क्रमांक:-एफ-188 / कार्मिक / प्रसु / 2020 / 112

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प्रतिलिपि:-निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु :-

1. निजी सचिव, अध्यक्ष एवं प्रबन्ध निदेशक, रापनि, मुख्यालय, जयपुर
2. समस्त विभागाध्यक्ष ————— रापनि, मुख्यालय, जयपुर
3. महा प्रबन्धक ————— रापनि, जयपुर
4. उप महा प्रबन्धक ————— रापनि, मुख्यालय, जयपुर
5. सचिव निगम, रापनि, मुख्यालय, जयपुर
6. कार्यकारी प्रबन्धक ————— रापनि, मुख्यालय, जयपुर
7. लेखाधिकारी (नियम/बजट/भुगतान) रापनि, मुख्यालय, जयपुर
8. जौनल मैनेजर, रापनि—————जोन
9. मुख्य उत्पादन प्रबन्धक, रापनि, केन्द्रीय कार्यशाला, जयपुर/अजमेर/जोधपुर
10. समस्त मुख्य प्रबन्धक/प्रबन्धक (वित्त/प्रशासन) रापनि, ————— आगार
11. प्रशासनिक अधिकारी —————रापनि, मुख्यालय, जयपुर
12. प्रभारी ————— शाखा, रापनि, मुख्यालय, जयपुर
13. आदेश पत्रावली।


(एम.पी.मीना)
कर्मचारी निदेशक (प्रशासन)

**RAJASTHAN STATE ROAD TRANSPORT CORPORATION EMPLOYEE'S (CONDUCT)
REGULATIONS**

1. Short title, extent and applications :- (1) These regulations may be called The RSRTC Employees (Conduct) Regulations. These regulations are being framed under section-45 of The Road Transport Corporation Act-1950.
- (2) They shall come into force with immediate effect.
- (3) Except as otherwise provided by in these regulations, they shall apply to all employees governed by The RSRTC Employees Service Regulations, 1965.

Provided that when a Corporation employee is placed on deputation to another Corporation or State Government or Central Government, he shall be governed by the Conduct Rules/Regulations of the borrower during the period of deputation to the exclusion of these Regulations to that extent:

Provided further that the Corporation board may by general or special order exempt a Corporation employee belonging to a particular classification from the application of whole or any part of these Regulations.

2. Definitions :- In these regulations, unless the context otherwise requires -

- (a) "Appointing Authority" shall have the meaning assigned to it in The RSRTC Employees Service Regulations, 1965.
- (b) "Corporation" means RSRTC.
- (c) "Corporation Employee" means any person appointed by Corporation whose services are governed under The RSRTC Employees Service Regulations, 1965.
- (d) "Member of Family" in relation to a Corporation employee includes:-
 - (i) The wife or husband, as the case may be, of the Corporation employee, whether residing with the Corporation employee or not, but does not include a wife or husband as the case may be, separated from the Corporation employee by a decree or order of a competent court;
 - (ii) Son or daughter or step-son or step-daughter of the Corporation employee and wholly dependent on him, but does not include a child or step-child who is no longer in any way dependent on the Corporation employee or of whose custody the Corporation employee has been deprived by or under any law;
 - (iii) Any other person related, whether by blood or marriage, to the Corporation employee or to the Corporation employee's wife or husband, and wholly dependent on the Corporation employee.

3. General :- (1) Every Corporation employee shall at all times-

- (i) Maintain absolute integrity; and
- (ii) Maintain devotion to duty and dignity of office.

(2)(i) Every Corporation employee holding a supervisory post shall take all possible steps to ensure the integrity and devotion to duty of all Corporation employee for the time being under his control and authority;

(ii) No Corporation 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 such direction, obtain the direction in writing, wherever practicable, and where it is not practicable to obtain the direction in writing, he shall obtain written confirmation of the direction as soon thereafter as possible.

Explanation-Nothing in clause (ii) of sub-regulation (2) shall be constituted as empowering a Corporation 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. Improper and unbecoming conduct: - Any Corporation employee who -

- (i) Is convicted of an offence involving moral turpitude whether in the course of the discharge of his duties or not;
- (ii) Behaves in public in a disorderly manner unbecoming of his position as a Corporation employee; or
- (iii) Is proved to have sent an anonymous or Pseudonymous petition to any person in authority;
- (iv) Leads an immoral life;

-shall be liable to disciplinary action.

(v) disobeys lawful order or instructions of superior officer or defies the superior officer.

(vi) without sufficient and reasonable cause, neglects or refuses to maintain his/her spouse, parent, minor or disabled child who is unable to maintain himself/herself or does not look after any of these in a responsible manner.

(vii) Willfully tempts with the meter or any other equipment or the power/water line or property with a view to causing financial loss to any of the Departments of the Government/Govt. Corporations providing public utilities.

(viii) Prohibition regarding employment of children below 14 years or age-No corporation employee shall employ any child below the age of 14 years.

4A. Unauthorized occupation of Corporation Accommodation: –Any Corporation employee who,

- (i) Occupies Corporation accommodation beyond authorisation by General Administration Department or other competent authority, or
- (ii) Occupies Corporation accommodation when he has his own house at the place of posting except earmarked accommodation, or
- (iii) Contravenes any of the regulations/instructions/orders regarding occupation of Corporation accommodation including Dak Bungalows, Tourist Bungalows, RSRTC Rest House etc.,

–shall be liable for disciplinary action.

4 B.A Corporation employee found travelling in Corporation bus without ticket or having a pass without entering in the waybill shall be termed as misconduct.

4C. A Corporation employee found travelling in a Corporation bus without entering pass in the waybill shall be debarred from using this facility for three years.

5. Employment of near relatives in firms enjoying patronage: – No Corporation employee shall, except with previous sanction of the Corporation permit his son, daughter or dependent to accept employment with private firms with which he has official dealings, or with other firms having official dealings with the Corporation.

Provided that where the acceptance of the employment cannot await the prior permission of the Corporation, or is otherwise considered urgent, the matter shall be reported to the Corporation, and the employment may be accepted provisionally subject to the permission of the Corporation:

Provided further that if the son/daughter or any other dependants of a Corporation employee accepts any employment with a private firm referred to above without the permission and consent of such Corporation employee, he shall forthwith report the matter to the Corporation.

6. Acceptance of employment during leave: –A Corporation employee on leave shall not take any service or accept any employment without the prior sanction of –

- (a) The Corporation board, if the proposed service or employment lies elsewhere than in India; and
- (b) His appointing authority; if the proposed service or employment lies in India;

Provided that the Corporation employee who has been granted permission to take any service or accept any employment under this rule during any leave preparatory to retirement shall be precluded, save with the specific consent of the Corporation, or the Appointing Authority, as the case may be, from withdrawing his request for permission to retire and from returning to duty.

Note—This regulation shall not be constructed as permitting a Corporation employee who avails himself of leave on medical grounds to undertake regular employment during such leave.

7. Taking part in politics and elections: –

- (1) No Corporation employee shall be a member of, or be otherwise associated with, any political party or any organization which takes part in politics nor shall he take part in, subscribe in aid of, or assist in any other manner, any political movement or activity.
- (2) It shall be the duty of every Corporation employee to endeavor to prevent any member of his family from taking part in, subscribe in aid of, or assist in any other manner any movement or activity which is, tends directly or indirectly to be subversive of the Corporation as by law established and where a Corporation 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 Corporation.
- (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 falls within the scope of sub-rule (2), the decision of the Corporation thereon shall be final.
- (4) No Corporation employee shall canvass 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 –

- (i) A Corporation 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;
- (ii) A Corporation employee shall not be deemed to have contravened the provisions of this rule by reason only that he assists 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—This display by a Corporation employee on his person, vehicle or residence of any electoral symbol shall amount to using his influence in connection with election, within the meaning of this sub-regulation.

Note— (i) A Corporation employee who has reason to believe that attempts are being made to induce him to break the provisions of this rule by or on behalf of an official superior or superiors shall report the facts to the Chairman of RSRTC.

(ii) Proposing or seconding the nomination of a candidate at an election or acting a polling agent shall be deemed as an action participating in the election.

8. **Joining Associations by Corporation employee:** – No Corporation employee shall join or continue to be a member of an association the object or activities of which are prejudicial to the interest of the sovereignty and integrity of India or public order or morality.

9. **Demonstration and strikes:** – No Corporation employee shall –

- (i) Engage himself or participate in any demonstration which is prejudicial to the interests of the sovereignty and integrity of India, the security of the State, friendly relations with foreign States, 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 abet any form of strike in connection with any matter pertaining to his service or the service of any other Corporation employee.

10. Connection with the Press or Radio: –

- (1) No Corporation employee shall except with the previous sanction of Corporation, own wholly or in part, or conduct, or participate in the editing or managing of any newspaper or other periodical publications.
- (2) No Corporation employee shall –
 - (a) Participate in a radio broadcast, except with the previous sanction of Corporation, or
 - (b) Contribute without the previous sanction of his Appointing Authority, any article or write any letter either anonymously or in his own name or in the name of any other person to any newspaper or periodical.

Provided that no such sanction shall be required, if such broadcast or such contribution is of purely literary, artistic, or scientific character and does not contain any matter which a Corporation employee is forbidden by any law, rule or regulation to disclose;

Provided further that if such a broadcast or contribution deals with matters relating to a Corporation employee's own department, (irrespective of the fact whether) the same has been prepared from official sources or otherwise, the fee chargeable by the officials only shall be charged and he shall not charge any greater fee which may be payable for such a broadcast or contribution to a non-official.

11. Criticism of Corporation: – No Corporation employee shall, in any radio broadcast or in any document published in his own name or anonymously, pseudonymously or in the name of any other person in a communication to the press or in any public utterance make any statement of fact or opinion –

- (i) Which has the effect of an adverse criticism of any current or recent policy or action of the Central Government or a State Government or of the Corporation.
- (ii) Which is capable of embarrassing the relations between the Central Government and the Government of any states or Corporation.
- (iii) Which is capable of embarrassing the relations between the Central Government and the Government of any friendly foreign country.

Provided that nothing on this rule shall apply to any statements made or views expressed by a Corporation employee in his official capacity or in the due performance of the duties assigned to him.

12. Evidence before committee or any other authority: –

- (1) Save as provided in sub-regulation (3) no Corporation employee shall, except with the previous sanction of the Appointing Authority, give evidence in connection with any inquiry conducted by any person, committee or authority.

(2) Where any sanction has been accorded under sub-regulation (1), no Corporation employee giving such evidence shall criticise the policy or any sanction of the Corporation or of the State / Central Government or of the Government of any other State.

(3) Nothing in this regulation shall apply to –

- (a) Evidence given at an inquiry before an authority appointed by Government, Parliament or the State Legislature; or
- (b) Evidence given any judicial enquiry;
- (c) Evidence given at an departmental inquiry ordered by authority subordinate to the Government / Corporation.

13. Unauthorised communication of information: – No Corporation employee shall, except in accordance with any general or special order of the Corporation or in the performance in good faith of the duties assigned to him, communicate directly or indirectly document or information which has come into his possession in the course of his public duties or has been prepared or collected by him whether from official sources or otherwise.

Provided that nothing in these regulation shall deemed to preclude an employee whose duty is to give publicly information related to Corporation activities in accordance with the general or special direction of Corporation from communication with the press;

Provided further that nothing in this regulation shall be deemed to prohibit the disclosure of any information or document by a Corporation employee to the police (Anti- corruption department) a bonafide belief that the information will lead to checking corruption or other malpractices, or in detecting or punishing delinquents.

14. Subscriptions: – No Corporation employee shall, except with the previous sanction or order of the Corporation or of the prescribed authority, ask for or accept contributions to, or otherwise associate himself with the raising of, any object whatsoever.

15. Gifts: –

- (1) Save as otherwise provided in these regulations no Corporation employee shall accept or permit any member of his family advantage when provided by any person other than a near relative or personal friend having no official dealings with the Corporation employee.

Note (i):– A casual meal, lift or other social hospitality shall not be deemed to be a gift.

Note (ii):– A Corporation employee shall avoid accepting lavish hospitality or frequent hospitality from any individual having official dealing with him or from industrial or commercial firms, organizations, etc.

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

- (i) Rs.1500/- in the case of a Corporation employee holding any post carrying pay scale P.B. 2 - 9300-34800 Grade Pay 4800 and above.
- (ii) Rs.750/- in the case of a Corporation employee holding any post carrying pay scale P.B. 1 - 5200-20200 Grade Pay 2400 and above but below pay scale 9300-34800 Grade Pay 4800
- (iii) Rs.300/- in the case of a Corporation employee holding any post carrying below pay scale 5200-20200 Grade Pay 2400
- (3) On such occasions a Corporation employee may accept gifts from his personal friends having no official dealing with him, but he shall make a report to the Corporation if the value of any such gift exceeds -
 - (i) Rs.500/- in the case of a Corporation employee holding any post carrying pay scale P.B. 2 - 9300-34800 Grade Pay 4800 and above.
 - (ii) Rs.250/- in the case of a Corporation employee holding any post carrying pay scale P.B. 1 - 5200-20200 Grade Pay 2400 and above but below pay scale 9300-34800 Grade Pay 4800
 - (iii) Rs.125/- in the case of a Corporation employee holding any post carrying below pay scale 5200-20200 Grade Pay 2400
- (4) In any other case, a Corporation employee shall not accept any gift without the sanction of the Corporation if the value thereof exceeds -
 - (i) Rs.150/- in the case of a Corporation employee holding any post carrying pay scale P.B. 2 - 9300-34800 Grade Pay 4800 and above.
 - (ii) Rs.50/- in the case of a Corporation employee holding any post carrying below pay scale 9300-34800 Grade Pay 4800

16. Public demonstrations in honour of Corporation employee: - No Corporation employee shall, except with the previous sanction of the Appointing Authority received any complimentary or contradictory address or accepts any testimonial or attends any meeting or entertainment held in his honour of any other Corporation employee.

Provided that nothing in this regulation shall apply to-

- (i) A farewell entertainment in honour of a Corporation employee or any other Corporation employee on the occasions of his retirement or transfer or any person who has recently quitted service of any Corporation; or
- (ii) The acceptance of simple and inexpensive entertainments arranged by public bodies or institutions.

Note— Exercise of pressure or influence on any Corporation employee to induce him to subscribe towards any farewell entertainment even if it is of a substantially private or informal character, and the collection of subscription from Ministerial or Class IV employees under any circumstances for the entertainments of any Corporation employee not belonging to Ministerial Service or Class IV Service, is forbidden.

17. Prohibitions of joining or attending educational institutions: — No Corporation employee, while in Corporation service except with the previous permissions of the Head of Department concerned, shall join or attend any educational institution for the purpose of preparing himself for, or shall appear at, any examination of a recognised Board or University.

Provided that —

- (i) Nothing in this rule shall apply to a Corporation employee who applies for and is granted such leave as may be due to him under the RSRTC Employees Service Regulations, 1965 for the entire period of the school or college session in which he so prepares himself;
- (ii) A Corporation employee who has (in or before the year 1955) passed any previous examinations may be permitted by the Appointing Authority to join or attend an educational institution outside his office hours for the purpose of preparing himself for, and to appear at, the final examination next following such previous examination;
- (iii) A Corporation employee may be permitted by the Appointing Authority to join or attend an educational institution outside his office hours for the purpose of preparing himself for and to appear at, the matriculation examination of a recognised Board or University or any other examination held by the recognized Board or University;
- (iv) A technical employee may also, subject to any departmental rules, be permitted by the Appointing Authority to join and attend, outside his office hours, any technical institution for the purpose of pursuing higher technical studies and sitting at any technical examination.

Explanation—(a) The expression 'previous examination' immediately preceding the final Intermediate or Degree or Postgraduate examination.

18. Private trade or employment: —

- (1) No Corporation employee shall, except with the previous sanction of the Corporation engaged directly or indirectly in any trade or business or undertake any other employment:

Provided that a Corporation employee may, without such sanction, undertake honorary work of a social or charitable nature or occasional work of a literary, artistic or scientific character, subject to the condition that his official duties do not thereby suffer, but he shall not undertake, or shall discontinue such work if so directed by the Corporation.

Explanation—

- (1) Canvassing by a Corporation employee in support of the business of insurance agency, commission agency, and of like nature owned or managed by his wife or any other member of his family shall be deemed to be a breach of this sub-regulation.

19. Investment, lending and borrowing: –

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

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

- (2) No Corporation 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.

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

- (4) (i) No Corporation employee shall, save in the ordinary course of business with a Bank or a firm of standing duly authorised to conduct banking business, either himself or through any member of his family or any other person acting on his behalf –

(a) Lend or borrow money, as principal or agent, to or form any person 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

(b) Lend money to any person on interest or in a manner whereby return in money or in kind is charged or paid:

Provided that a Corporation employee may, give to, accept from, a relative or personal friend, a purely temporary loan of a small amount with or without interest, or operate a credit account with a bonafide tradesman or make an advance of pay to his private employees.

- (ii) When a Corporation 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-regulation (2) or sub-regulation (4) he shall forthwith report the circumstances to the appointing authority and shall thereafter act in accordance with such orders as may be made by such authority.

- (5) Every Corporation employee shall report within a period of one month to the authority prescribed in explanation (2) under regulation 21, every loan advance or received by him, whether in his own name or in the name of a member of his family, if the amount of such loan exceeds Rs.5,000.

20. Insolvency and habitual indebtedness: –

- (1) A Corporation employee shall avoid habitual indebtedness.

- (2) When a Corporation employee is adjudged or declared an insolvent or when one moiety of the salary of such Corporation employee is constantly being attached, has been continuously under attachment for a period exceeding two years, or is attached, for a sum which, in

ordinary circumstances, cannot be repaid within period of two years, he will be considered liable to dismissal.

- (3) When such Corporation employee is not liable to dismissal otherwise than by or with the sanction of the Chairman, RSRTC, the matter must, if he is declared insolvent, and may, if a moiety of his salary is attached, be reported to Chairman, RSRTC.
- (4) In the case of any other Corporation employee, the matter should be reported to the Head of the Office or department in which he is employed.
- (5) When a part of an employee's salary is attached, the report should show what is the proportion of the debts to the salary; how far they detract from the debtor's efficiency as a Corporation employee; whether the debtor's position irretrievable and whether, in the circumstances of the case, it is desirable to remain him in the post occupied by him when the matter was brought to notice or in any post under the Corporation.
- (6) In every case under this regulation, the burden of proving that the insolvency or indebtedness is the result of circumstances which, with the exercise of ordinary diligence, the debtor could not have foreseen or over which he had not control, and has not proceeded from extravagant or dissipated habits will be upon the debtor.

21. Movable, Immovable and valuable property: -

- (1) Every Corporation employee shall on his appointment to any service or post and thereafter at such intervals as may be specified by the Corporation, submit a return of his assets and liabilities in such forms as may be prescribed by the Corporation giving the full particulars regarding-
 - (a) The immovable property inherited by him or owned or acquired by him on lease or mortgage, either in his own name or in the name of any member of his family or in the name of any other person;
 - (b) Shares, debentures and cash including bank deposits inherited by him or similarly owned, acquired, or held by him;
 - (c) Other movable property inherited by him or similarly owned, acquired or held by him; and
 - (d) Debts and other liabilities incurred by him directly or indirectly.

Note -I. Sub-regulation (1) shall not ordinarily apply to class IV employees but the Corporation may direct that it shall apply to any such Corporation employee, or class of such Corporation employee.

Note -II. In all returns, the values of items of a movable property worth less than rupees 5000 may be added and shown as a lump sum. The value of articles of daily use such as cloth, utensils, crockery, books etc, need not be included in such return.

Note -III. Every Corporation employee who is in service on the date of the commencement of these regulations shall submit a return under this sub-regulation on or before such date as may be specified by the Corporation after such commencement.

- (2) No Corporation 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 Corporation employee if any such transaction is -

- (i) With a person having official dealings with the Corporation employee; or
- (ii) Otherwise than through a regular or reputed dealer.

- (3) Every Corporation employee shall report to the appointing authority every transaction concerning movable property owned or held by him either in his own name or in the name of a member of his family, if the value of such property exceeds Rs.5000 in the case of a Corporation employee holding any post in Corporation carrying pay scale 9300-34800 Grade Pay 4800 and above.

and above or Rs. 2500 in the case of a Corporation employee holding any post below pay scale 9300-34800 Grade Pay 4800

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

- (i) With a person having official dealings with the Corporation employee; or
- (ii) Otherwise than through a regular or reputed dealer.

- (4) The Corporation or the appointing authority may at any time, by general or special order, require a Corporation employee to furnish, within a period specified in the order, a full and complete state of such movable or immovable property held or acquired by him or 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 Corporation or by the prescribed authority, include the details of the means by which, or the source from which, such property was acquired.

- (5) The Corporation may exempt any category of Corporation employee belonging to subordinate, Ministerial and Class IV Services from any of the provisions of this regulation except sub-regulation (4). No such exemption shall, however, be made without the concurrence of department of personnel.

Explanation- For the purpose of this regulation-

- (1) The expression 'movable property' Includes-

- (a) Jewellery, insurance policies the annual premium of which exceeds Rs.5,000 or one sixth of the total annual emoluments received from Corporation whichever is less, shares, securities and debentures;

(b) Motor cars, motor cycles, horses, or any other means of conveyance; and

(c) Refrigerators, radios, radiograms,

(2) In respect of a Corporation employee on foreign service or on deputation to any other authority like the Central Government, Corporation, State Undertaking or any other Organisation, the parent department on the cadre of which such Corporation employee is borne.

22. Representation by Corporation employee: – No Corporation employee shall make any representation to Corporation or any subordinate authority except in accordance with such regulations, orders or regulations as Corporation may prescribe in this behalf from time to time.

23. Vindication of Act and character of Corporation employee: – No Corporation employee shall except with the previous sanction of Corporation, have recourse to any court or to the press for the vindication of any official act which has been the subject matter of adverse criticism or an attack of defamatory character.

Explanation– Nothing in this regulation shall limit or otherwise effect the right of any Corporation employee to vindicate his private acts or character.

Note–In granting sanction to have recourse to a Court, the Corporation shall in each case decide whether it shall itself bear the costs of the proceedings or whether the Corporation employee shall institute the proceedings as his own expense and, if so, whether in the event of a decision in his favour, the Corporation shall reimburse him to the extent of the whole or any part of the cost.

24. Canvassing of non-official or other influence: – No Corporation 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 matters pertaining to his service under the Corporation.

25. Bigamous marriage: – (1) No Corporation employee who has a wife living, shall contract, another marriage without first obtaining the permission of the Corporation notwithstanding that such subsequent marriage is permissible under the personal law for the time being applicable to him.

(2) No female Corporation employee shall marry any person who has a wife living without first obtaining the permission of the Corporation.

25A. No Corporation 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 regulation, “dowry” has the same meaning as in the Dowry Prohibition Act, 1961 (central Act 28 of 1961).

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Rule 25 B - Prohibition of sexual harassment of working women-

- (i) No corporation employee shall indulge in any act of sexual harassment of any woman at her work place.
- (ii) Every corporation employee who is in charge of a work place if brought to his cognizance shall take appropriate steps to prevent sexual harassment to any woman at such work place.

Explanation- For purpose of this rule, "sexual harassment includes such unwelcome sexually determined behavior, whether directly or otherwise as -

- (a) Physical contact and advances;
- (b) demand or request for sexual favours;
- (c) sexually coloured remarks;
- (d) showing any pornography; or
- (e) any other unwelcome physical verbal or non-verbal conduct of a sexual nature.

Rules 25 C- Child Marriage- Any corporation employee who participate, enters into contract or performs child marriage in any manner shall be liable for disciplinary action.

Explanation- For the purpose of this rule child marriage has the same meaning as defined in the Child Marriage Restraint Act; 1929 (Act. XIX of 1929)

26. Consumption of intoxicating drinks and drugs: - A Corporation employee shall -

- (a) Strictly abide by any law relating to intoxicating drinks or drugs in force in any area in which he may happen to be for the time being;
- (b) Neither be under the influence of an 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 in such close proximity of time when he has to appear on duty that odour from his mouth or his demeanour may 'ordinarily' make others feel that he had partaken of any intoxicating drug or drink.
- (c) Not appear in public place under the influence of any drink or drug;
- (d) Not use any intoxicating drink or drug in excess.

27. Acceptance of passage and hospitality by officers from foreign contracting firms: - Employees should neither accept, nor be permitted to accept, offers of the cost of passage to foreign countries and hospitality by way of free board and lodging there, if such offers are made by foreign firms contracting with Corporation either directly or through agents/representatives in India. The only exception to this will be in respect of facilities for training abroad offered by foreign firm who obtain re-imbursement from the Foreign Government Servant as part of Aid Programme.

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28. **Acceptance of the hospitality of subordinate staff while on tour:** -A Corporation employee while on tour must take his own arrangement for accommodation and food at places of halt and should not accept the hospitality of the subordinate staff nor should subordinate officers offer such hospitality to their official superiors.
29. **Litigation on service matters:** -No Corporation employee shall attempt to seek in Court of Law a decision on grievances arising out of his employment or conditions of service even in cases where such a remedy is legally admissible, without first taking resort to the normal official channel or redress.
30. **Interpretation:** -If any question arises relating to the interpretation of these regulations, it shall be referred to the Corporation in department of personnel whose decision thereon shall be final.
31. **Delegation of powers:** -The Corporation may, by general or special order, direct that any power exercisable by it or any head of department under these regulations (except the powers under the regulation (30) and this regulation) 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.

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