



कार्यालयप्रधानमहालेखाकार(लेखाएवंहकदारी)ओडिशा, पुरीशाखा, पुरी  
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), ODISHA,  
PURI BRANCH, PURI

No. WM-Circular-1020

Date: 24.10.2024

**Circular**

It has come to notice that representations and communications are being sent directly to higher authorities, bypassing the prescribed channels whereas adequate instructions are available in the matter of submission of the representations. This practice shall be viewed seriously and appropriate disciplinary action shall be taken against those who violate the instructions as it shall rightly be treated as an unbecoming conduct of the Government Servant attracting the provisions of Rule 3(1) (iii) of the CCS (conduct) Rules, 1964. It is clarified that this would include all forms of communications including through e-mails.

**Deputy Accountant General  
(Works Accounts)**

**Copy for information to:-**

1. All Sr. DAO, DAO-I, DAO-II, DA and DA(P)s.
2. Steno to DAG(W/Acs), Puri.
3. Sr. Accounts Officer, EDP Cell, O/o the Principal Accountant General (A&E), Odisha, Bhubaneswar for hoisting in the Website.