

The Rajasthan Civil Services (Conduct) Rules, 1971.

1. Short title, extent and applications.—

- (1) These rules may be called Rajasthan Civil Services (Conduct) Rules, 1971.
- (2) They shall come into force at once.
- (3) Except as otherwise provided by in these rules, they shall apply to person appointed to civil services and posts in connection with the affairs of the State:

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

Provided further that the Government may by general or special order exempt Government Servants belonging to a particular classification from the application of whole or any part of these Rules:

Provided further that nothing in these rules shall apply to Government Servants who are members of All India Services and are subject to the All India Service (Conduct) Rules, 1968.

2. Definitions.— In these rules, unless the context otherwise requires –

- (a) **"Appointing Authority"** shall have the meaning assigned to it in the Rajasthan Civil Services (Classification Control and Appeal) Rules, 1958;
- (b) **"Government"** means Government of Rajasthan.
- (c) **"Government Servant"** means any person appointed by Government to any Civil Services or post in connection with the affairs of the State and includes a person whose services have been borrowed on deputation from other State or Central Government;
- (d) **"Member of Family"** in relation to a Government Servant includes;
 - (i) the wife or husband, as the case may be, of the Government servant, whether residing with the Government Servant or not, but does not include a wife or husband as the case may be, separated from the Government servant by a decree or order of a competent court;
 - (ii) son or daughter or step-son or step-daughter of the Government servant and wholly dependent on him, but does not include a child or step-child who is no longer in any way dependent on the Government Servant or of whose

custody the Government servant has been deprived by or under any law;

- (iii) any other person related, whether by blood or marriage, to the Government servant or to the Government servant's wife or husband, and wholly dependent on the Government servant.

3. General.– (1) Every Government servant shall at all times–

- (i) maintain absolute integrity; and
 - (ii) maintain devotion to duty and dignity of office.
- (2) (i) Every Government Servant holding a supervisory post shall take all possible steps to ensure the integrity and devotion to duty of all Government servants for the time being under his control and authority;
- (ii) No Government servant 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-rule (2) shall be constituted as empowering a Government servant 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 Government servant 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 Government servant; or
- (iii) is proved to have sent an anonymous or Pseudonymous petition to any person in authority;
- (iv) leads an immoral life;
- (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 them in a responsible manner;

- (vii) willfully tempers with the meter or any other equipment or the power/ water line with a view to causing financial loss to any of the Departments/ Companies providing public utilities like power and water;

–shall be liable to disciplinary action.

4–A Unauthorized occupation of Government Accommodation –Any Government servant who,

- (i) occupies Government accommodation beyond authorisation by General Administration Department or other competent authority, or
- (ii) occupies Government accommodation when he has his own house at the place of posting except earmarked accommodation, or
- (iii) contravenes any of the rules/instructions/orders regarding occupation of Government accommodation including Dak Bungalows, Circuit Houses, Transit Hostels, Tourist Bungalows etc.,

– shall be liable for disciplinary action.

4 B. Prohibition regarding employment of children below 14 years of age.–

No Government servant shall employ to work any child below the age of 14 years.

4C. Encroachment on Government Lands. – Any Government servant who involves or makes any encroachment on the Government Land or any land belonging to Local Bodies/ Urban Improvement Trusts/Jaipur Development Authority/ Rajasthan Housing Board/ Panchayati Raj Institutions or any other Government Undertaking in any manner on or after 15.8.98, shall be liable for disciplinary action.

5. Employment of near relatives in firms enjoying patronage. – No Government Servant shall, except with previous sanction of the Government 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 Government.

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

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

6. Acceptance of employment during leave.—A Government servant on leave shall not take any service or accept any employment without the prior sanction of –

- (a) the Governor, 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 Government servant 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 Government, or the Appointing Authority, as the case may be, from withdrawing his request for permission to retire and from returning to duty.

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

7. Taking part in politics and elections.—

- (1) No Government servant 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 Government servant 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 Government as by law established and where a Government servant is unable to prevent a member of his family from taking part in, or subscribing in aid of or assisting any other manner, any such movement or activity, he shall make a report to that effect to the Government.
- (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 Government thereon shall be final.

- (4) No Government servant 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 Government servant 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 Government servant 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 Government servant 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-rule.

- Note.**– (i) A Government servant 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 Chief Secretary to Government of Rajasthan.
- (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 Government servants.–No Government servant 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 Government servant 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 Government servant.

10. Connection with the Press or Radio.–

- (1) No Government servant shall except with the previous sanction of Government, own wholly or in part, or conduct, or participate in

the ending or managing of any newspaper or other periodical publication.

(2) No Government servant shall –

- (a) participate in a radio broadcast or television programmes, except with the previous sanction of Government, 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 television programmes or such contribution is of purely literary, artistic, or scientific character and does not contain any matter which a Government servant is forbidden by any law, rule or regulation to disclose;

Provided further that if such a broadcast or television programmes or contribution deals with matters relating to a Government servant'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 Government. – No Government servant 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 an 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;
- (ii) which is capable of embarrassing the relations between the Central Government and the Government of any states; or
- (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 Government servant 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-rule (3) no Government servant 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-rule (1), no government servant giving such evidence shall criticise the policy or any sanction of the State Government or of the Central Government or of the Government of any other State.
- (3) Nothing in this rule 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.

13. Unauthorised communication of information. – No Government servant shall, except in accordance with any general or special order of the Government or in the performance in good faith of the duties assigned to him, communicate directly or indirectly any official document or part thereof or information to any Government servant or any other person to whom he is not authorised to communicate such document or information.

Explanation. – Quotation by a Government servant in his representations to the Head of Office or Head of Department or Governor, of, or from, any letter circular or office memorandum or from the notes on any file to which he is not authorised to have access, or which he is not authorised to keep in his personal custody or for personal purposes, shall amount to unauthorised communication of information within the meaning of this rule.

14. Subscriptions. – No Government servants shall, except with the previous sanction or order of the Government or of the prescribed authority, ask for or accept contributions to, or otherwise associate himself with the raising of, any funds or the collections in case or in kind in pursuance of any object whatsoever.

15. Gifts. – (1) Save as otherwise provided in these rules no Government servant shall accept or permit any member of his family or any person acting on his behalf to accept any gift.

Explanation. – The expression ‘Gift’ shall include free transport, boarding, loading or other service or any other pecuniary advantage when provided by any person other than a near relative or personal friend having no official dealing with the Government servant.

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

Note (ii):– A Government servant 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 Government servant may accept gifts from his near relatives but he shall make a report to the Government if the value of any such gifts exceeds –
 - (i) Rs.1000/– in the case of a Government servant holding any state service post.
 - (ii) Rs.500/– in the case of a Government servant holding any subordinate service post or ministerial service post; and
 - (iii) Rs.200/– in the case of a Government servant holding any Class IV service post.
- (3) On such occasions as are specified in sub-rule (2), a Government servant may accept gift from his personal friends having no official dealing with him, but he shall make a report to the Government if the value of any such gift exceeds –
 - (i) Rs.400/– in the case of a Government servant holding any state service post;
 - (ii) Rs.200/– in the case of a Government servant holding any subordinate service post or ministerial service post; and
 - (iii) Rs.100/– in the case of a Government servant holding any Class IV service post.
- (4) In any other case, a Government servant shall not accept any gift without the sanction of the Government if the value thereof exceeds –
 - (i) Rs.150/– in the case of a Government servant holding any state service post;
 - (ii) Rs.50/– in the case of a Government servant holding any subordinate or ministerial or Class IV service post

16. Public demonstrations in honour of Government servants.– No Government servant shall, except with the previous sanction of the Appointing Authority, receive any complimentary or valedictory address or accept any testimonial or attend any meeting or entertainment held in his honour of any other Government servant.

Provided that nothing in this rule shall apply to–

- (i) a farewell entertainment in honour of a Government servant or any other Government servant on the occasions of his retirement or

transfer or any person who has recently quitted service of any Government; or

- (ii) the acceptance of simple and inexpensive entertainments arranged by public bodies or institutions.

Note—Exercise of pressure or influence on any Government servant 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 Government servant not belonging to Ministerial Service or Class IV Service, is forbidden.

17. Prohibitions of joining or attending educational institutions— No Government servant, while in government 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 Government servant who applies for and is granted such leave as may be due to him under the Rajasthan Service Rules for the entire period of the school or college session in which he so prepares himself;
- (ii) a Government servant 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 or, and to appear at, the final examination next following such previous examination;
- (iii) a Government servant 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 recognised Board or University;
- (iv) a teacher or librarian may, subject to rules and regulations of Education Department, and members of the Service of Rajasthan Oriental Research Institute, Archives and Archaeological Department, be permitted by the Appointing Authority to join or attend any educational institution outside his office hours, for the purpose of preparing himself for, and sitting at any examination higher than the matriculation examination or recognised Board or

University or any other examination declared to be equivalent thereto; and

- (v) a technical officer 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.
- (b) The expression ‘technical officer’ refers holding posts of technical nature in or under the Medical and Health, Agriculture, Veterinary, Forest, Public Works and Mines and Geology Departments of the State or in State Owned Factories or Production Centers under the Control of the Industries Department of the State; and
- (c) The Hindi examination like Visharad, Sahitya Ratan etc. conducted by various Institutions do not come within the scope of this rule.

18. Private trade or employment. – (1) No Government servant shall, except with the previous sanction of the Government engaged directly or indirectly in any trade or business or undertake any other employment:

Provided that a Government servant may, without such sanction, undertaken 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 Government.

Explanation.—

- (1) Canvassing by a Government servant 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-rule.
- (2) Every Government servant shall report to the Government if any member of his family is engaged in a trade or business or owns or manages an insurance agency or commission agency.
- (3) No Government servant shall, without the previous sanction of the Government, except in the discharge of his official duties, take part in the registration, promotion or management of any bank or other company which is required to be registered under the Companies Act 1956 (9 of 1956) or any other law for the time being in force or any co-operative society for commercial purpose:

Provided that a Government servant may take part in the registration, promotion or management of a co-operative Society substantially for the benefit of Government servants registered under the Rajasthan Co-operative Societies Act, 1956 or any other law for the time being in force, or of a literary, scientific or charitable society registered under the Societies Registration Act, 1890 (21 of 1890) or any corresponding law in force.

19. Investment, lending and borrowing.— (1) No Government servant 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-rule.

- (2) No Government servant 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-rule (1) or sub-rule (2), the decision of the Government thereon shall be final.
- (4) (i) No Government servant 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 with in 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 charges or paid:

Provided that a Government servant 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 Government servant is appointed or transferred to a post of such nature as would involve him in the breach of any of the provisions of sub-rule (2) or sub-rule (4) he shall forthwith report the circumstances to the prescribed

authority and shall thereafter act in accordance with such orders as may be made by such authority.

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

20. Insolvency and habitual indebtedness.— A Government servant shall avoid habitual indebtedness.

- (2) When a Government servant is adjudged or declared an insolvent or when one moiety of the salary of such Government servant 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 Government servant is not liable to dismissal otherwise than by or with the sanction of the Government, the matter must, if he is declared insolvent, and may, if a moiety of his salary is attached, be reported to Government.
- (4) In the case of any other Government servant, the matter should be reported to the Head of the Office or department in which he is employed.
- (5) When a moiety of an officer'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 Government servant; 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 Government.
- (6) In every case under this rule, the burden of proving that the insolvency or indebtedness is the result of circumstances which, with the exercise of ordinary diligence, the debtor could no 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 Government servant shall on his appointment to any service or post and thereafter at such intervals as may be specified by the Government, submit a return of his assets and liabilities in such form as may be prescribed by the Government 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–rule (1) shall not ordinarily apply to class IV servants but the Government may direct that it shall apply to any such government servant, or class of such Government servants.

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 Government servant who is in service on the date of the commencement of these rules shall submit a return under this sub–rule on or before such date as may be specified by the Government after such commencement.

(2) No Government servant 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 Government servant if any such transaction is –

- (i) with a person having official dealings with the Government servant; or
- (ii) otherwise than through a regular or reputed dealer.

(3) Every Government servant shall report to the prescribed 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.10,000 in the case of a Government servant holding any post in State services or Rs.5,000 in the case of a Government servant holding any post in subordinate and ministerial services or Rs.2,500 in the case of a Government servant holding any post in Class IV services:

Provided that the previous sanction of the prescribed authority shall be obtained if any such transaction is –

- (i) with a person having official dealings with the Government servant; or
 - (ii) otherwise than through a regular or reputed dealer.
- (4) The Government or the prescribed authority may at any time, by general or special order, require a Government servant 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 Government or by the prescribed authority, include the details of the means by which, or the source from which, such property was acquired.
- (5) The Government may exempt any category of Government servants belonging to subordinate, Ministerial and Class IV Services from any of the provisions of this rule except sub-rule (4). No such exemption shall, however, be made without the concurrence of Appointments (A–III) Department.

Explanation.– For the purpose of this rule (1) the expression ‘ movable property ’ Includes–

- (a) Jewellery, insurance policies the annual premium of which exceeds Rs.1,000 or one sixth of the total annual emoluments received from Government whichever is less, shares, securities and debentures;
 - (b) Deleted.
 - (c) Motor cars, motor cycles, horses, or any other means of conveyance; and
 - (d) electrical and household items as refrigerators, radios, radiograms, coolers, air conditioners, televisions, V.C.P.s, V.C.R.s, computers, tape recorders, washing machines and such other household items.
- (2) ‘Prescribed authority’ means.–
- (a) (i) the Government, in the case of a Government servant holding any post included in State except where any lower authority is specifically specified by the Government for any purpose;
 - (ii) Head of Department, in the case of a Government servant holding any post in Subordinate Service;
 - (iii) Head of office, in the case of a Government servant holding any post in Ministerial and Class IV Service;

- (b) In respect of a Government servant 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 Government servant is borne.

22. Representation by Government servants.— No Government servant shall make any representation to Government or any subordinate authority except in accordance with such rules, orders or regulations as Government may prescribe in this behalf from time to time.

23. Vindication of Act and character of Government servants.— No Government servant shall except with the previous sanction of Government, 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 rule shall limit or otherwise effect the right of any Government servant to vindicate his private acts or character.

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

24. Canvassing of non-official or other influence.— No Government servant 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 Government.

25. Restriction regarding marriage.— (1) No Government servant shall enter into, or contract a marriage with a person having a spouse living.

(2) No Government servant having a spouse living, shall enter into, or contract, a marriage with any person.

Provided that the Government may permit a Government servant to enter into or contract, any such marriage as is referred to in sub-rule (1) or sub-rule (2) if it is satisfied that –

- (a) such marriage is permissible under the personal law applicable to such Government servant and the other party to the marriage; and
- (b) there are other grounds for so doing.

(3) A Government servant who has married or marries a person other than of Indian Nationality shall forthwith intimate the fact to the Government.

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

25 AA. Prohibition of sexual harassment of working women. –

- (1) No Government servant shall indulge in any act of sexual harassment of any woman at her work place.
- (2) Every Government servant who is incharge 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 sexual determined behaviour, 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.

25 C Small family norms :– At any time on or after 1.6.2002, a Government servant who has more than two children shall be liable for disciplinary action.

Provided that where a Government servant has only one child from the earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the number of children.

Provided further that the persons having more than two children shall not be deemed to commit misconduct so long as the number of children he/she has on 1st June, 2002 does not increase.

25 D Child Marriage :–

Any Government servant, who participates, 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 Government servant 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 a 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. –Officers 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 Government 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.

28. Acceptance of the hospitality of Subordinate staff while on tour.–A Government servant 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 Government servant 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 rules, it shall be referred to the Government in the Appointment Departments whose decision thereon shall be final.

31. Delegation of powers.–The Government may, by general or special order, direct that any power exercisable by it or any head of department under these rules (except the powers under the rule (30) and this rule) 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.

32. Repeal and Saving.—(1) The Rajasthan Government servant's Pensioner's Conduct Rules, 1950, so far in force and any Notification issued and orders made under any such rules to the extent to which they apply to the persons to whom these rules apply, are hereby repealed:

Provided that –

- (i) such repeal shall not affect the previous operation of the said Rules, Notifications and orders or anything done or any action taken there under;
- (ii) any proceedings under the said Rules, Notifications, or orders pending at the commencement of these rules, or initiated after the commencement of these rules shall be continued and disposed of as so far as may be, in accordance with the provisions of these rules.

(2) Nothing in these shall be operative to deprive any person to whom these rules apply to any right which had accrued to him under the rules, notifications, or orders repealed by sub-rule (1) in respect of any order passed before the commencement of the rules.

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