



OFFICE OF DIRECTOR SECONDARY EDUCATION HARYANA PANCHKULA

Order No. 12/33-2011 Admn. (1)

Dated, Panchkula the 31.07.2022

In continuation of this office order No. 12/33-2011 Admn. (1) dated 08.11.2019/11.11.2019, Chairman and members of the Litigation Mitigation Committee (LMC) is hereby re-constituted as under:-

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|----|---|----------|
| 1. | Additional Director/Joint Director Admn. (concerned branch) | Chairman |
| 2. | District Attorney | Member |
| 3. | Chief Accounts Officer | Member |
| 4. | Deputy Director/Assistant Director (concerned branch) | Member |

**ANSHAJ SINGH, IAS
DIRECTOR SECONDARY EDUCATION
HARYANA PANCHKULA**

Endst. No. Even

Dated, Panchkula, the 02.08.2022

A copy is forwarded to the following for information and necessary action:-

1. Additional Director (MSS) O/o Director Secondary Education Haryana, Panchkula.
2. Additional Director Admn. O/o Director Secondary Education Haryana, Panchkula.
3. Joint Director Admn. O/o Director Secondary Education Haryana, Panchkula.
4. Additional Director (Academic) O/o Director Secondary Education Haryana, Panchkula.
5. District Attorney O/o Director Secondary Education Haryana, Panchkula.
6. Chief Accounts Officer O/o Director Secondary Education Haryana, Panchkula.
7. Deputy Directors/Assistant Directors O/o Director Secondary Education Haryana, Panchkula.
8. All District Education Officers in the State.
9. Director, SCERT Gurugram.
10. All Principals, DIET in the State of Haryana.
11. PS/ACSSE.
12. PA/DSE.
13. PA/Additional Director (MSS).
14. PA/Additional Director Admn.
15. PA/Joint Director Admn.
16. PA/Additional Director (Academic).
17. All Branch Officers/Superintendents/Cell Incharge in the Directorate.
18. IT Cell (HQ).

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31/8/22

Ans
**ASSISTANT DIRECTOR ADMN.
for DIRECTOR SECONDARY EDUCATION
HARYANA PANCHKULA**

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OFFICE OF DIRECTOR SECONDARY EDUCATION HARYANA PANCHKULA

Order No. 12/33-2011 Admn. (1)

Dated, Panchkula, the 08.11.2019

LITIGATION MITIGATION COMMITTEE

At present maximum time is being spent on the avoidable litigation. In some cases the employees are compelled to approach the Hon'ble Courts for redressal of their grievances. In this way, the employees are spending their money on these litigations. In many cases orders are passed by the Hon'ble High Court for personal appearance of higher authorities. With an object to save money and time of Govt. as well as govt. employees, it has been decided to evolve a system for redressal of Grievances of govt. employees. Accordingly, a Litigation Mitigation Committee (LMC) is hereby constituted as under:-

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|---|----------|
| 1. Joint Director Administration-II | Chairman |
| 2. District Attorney | Member |
| 3. Chief Accounts Officer | Member |
| 4. Deputy Director/Assistant Director of the concerned branch | Member |

From the date of issuance of these orders, it is mandatory for all the employees to submit the representation with regard to their grievances before the Litigation Mitigation Committee.

Procedure for disposal of representations:-

After receipt of any representation of govt. employee, the same shall be examined in the concerned branch within two days. In case, any financial implication or the provisions of service rules framed by the Finance Department are involved in a representation, the matter shall be referred to Audit Cell for their comments. Audit Cell shall examine the representation in detail and return the file within two days. Similarly, if any law-point is involved, the representation of govt. employees shall be referred to Legal Cell for its comments. Thereafter, the case shall be submitted to the Committee for taking a final decision.

If it has been found by the Committee that the case of govt. employees is covered under the provisions of service rules/govt. instructions or govt. policies, the Committee shall recommend the benefit to the govt. employees.

However, if it has been found that the case of the govt. employee is not covered under the provisions of service rules/govt. instructions or govt. policy an opportunity of personal hearing shall be given to the govt. employees. Thereafter, on the recommendation of the Committee, speaking orders shall be passed by the Competent Authority.

At present, many writ petitions/civil suits are pending for adjudication before the Hon'ble Courts. All such matters shall be examined in the same manners. If it has been found that the employees are entitled to the benefit claimed by them in their litigation, the said benefit shall be allowed. Even Legal Notice of employees



shall be examined in the same manner. Thereafter, these facts shall be brought to the notice of the Hon'ble Court with a request to dismiss the writ petitions/civil suits being infructuous. In all those cases where the Committee recommend to allow the benefit, a final decision shall be taken by the Competent Authorities within a period of one week.

In all cases where the concerned branch finds that the benefits claimed are liable to be rejected, a personal hearing by Litigation Mitigation Committee shall be given to concerned employee before putting up the case before the Competent Authority.

**DR. BALKAR SINGH, IAS
DIRECTOR SECONDARY EDUCATION
HARYANA PANCHKULA**

Endst. No. Even

Dated, Panchkula, the 11-11-19

A copy is forwarded to the following for information and necessary action:-

1. Director Secondary Education, Haryana, Panchkula.
2. Director Elementary Education, Haryana, Panchkula.
3. Joint Director Admn.II-cum-Chairman O/o Director Secondary Education Haryana, Panchkula.
4. Chief Accounts Officer-cum-Member O/o Director Secondary Education Haryana, Panchkula
5. District Attorney-cum-Member O/o Director Secondary Education Haryana, Panchkula.
6. All District Education Officers in the State of Haryana with the directions to constitute sub Committee on the same pattern at district level and decide the representation of employees by following same procedure as mentioned in these order. You are also directed to appoint Nodal Officer at district level for this purpose.
7. Director, SCERT Gurugram.
8. Joint Director (IT Edu.)
9. All Principals, DIET in the State of Haryana.
10. Secy./PSSE.
11. PA/Additional Director (Academic).
12. PA/Joint Director Admn.-I & II.
13. All Branch Officers/Superintendents in the Directorate.
14. Incharge Legal Cell/Audit Cell.
15. IT Cell (HQ).

(SHAMSHER SINGH)

**ASSISTANT DIRECTOR ADMN.
for DIRECTOR SECONDARY EDUCATION
HARYANA PANCHKULA**