

हिंदी प्रकोष्ठ
राजीव गांधी विश्वविद्यालय
रोनो हिल्स, दोड़मुख

परिपत्र/Circular

राजीव गांधी विश्वविद्यालय के विभागों/शाखाओं/प्रकोष्ठों के सभी अधिकारियों एवं कर्मचारियों को यह सूचित किया जाता है कि राजभाषा विभाग के कार्यालय ज्ञापन संख्या- II/12013/01/2011-O.L.(Policy/CTB) दिनांक 30.10.2012. एवं कार्यालय ज्ञापन सं.13034/12/2009-O.L.(Policy) दिनांक 6.5.2014 के तहत अधिकारियों को हिंदी में डिक्टेसन तथा आशुलिपिक व टंकक को क्रमशः हिंदी में आशुलिपि एवं टंकण के लिए प्रोत्साहन भत्ता दिया जाता है। (जिसका विवरण संलग्न है)।

अतः राजभाषा विभाग के दिनांक 16.12.2024 के निरीक्षण में दिए गए आश्वासनों का अनुपालन करते हुए सभी अधिकारियों एवं कर्मचारियों से अग्रह है कि वे सरकारी काम-काम में हिंदी के प्रयोग को बढ़ावा देने के लिए अधिक से अधिक कार्य हिंदी में करें। पुरस्कार राशि प्राप्ति हेतु रजिस्टर तैयार करें एवं विवरण हिंदी प्रकोष्ठ को दें। अधिक जानकारी हेतु हिंदी प्रकोष्ठ को संपर्क करें।

All the officers and employees of the departments/branches/cells of Rajiv Gandhi University are informed that under the Office Memorandum No. II/12013/01/2011-O.L.(Policy/CTB) dated 30.10.2012.and O.M. No. 13034/12/2009-O.L.(Policy) dated the 6.5.2014 of the Department of Official Language, incentive allowance is given to the officers for dictation in Hindi and to the stenographers and typists for shorthand and typing in Hindi. (The details of which are enclosed).

Therefore, in compliance with the assurances given in the inspection of the Department of Official Language dated 16.12.2024, all the officers and employees are requested to do as much work as possible in Hindi to promote the use of Hindi in office work. Maintain a record register for receiving the prize money and give the details to the Hindi Cell.Please contact Hindi Cell for more details.

यह कुलपति के अनुमोदन से जारी है।

हस्ता द्वारा/-

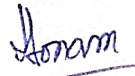
कुलसचिव

दिनांक: 27.03.2025

आर.जी.यू/एच.सी/ प्रोप.कोर्स/2011/03/...23

प्रतिलिपि-

1. कुलपति की निजी सचिव को सूचनार्थ।
2. कुलसचिव की निजी सहायक को सूचना एवं आवश्यक कार्यवाही हेतु।
3. वित्त अधिकारी की निजी सचिव को सूचना एवं आवश्यक कार्यवाही हेतु।
4. परीक्षा नियंत्रक की निजी सहायक को सूचना एवं आवश्यक कार्यवाही हेतु।
5. सभी विभागों/शाखाओं/प्रकोष्ठों के प्रभारियों को सूचना एवं आवश्यक कार्यवाही हेतु।
6. संयुक्त निदेशक, कंप्यूटर केंद्र को सूचनार्थ एवं आवश्यक कार्यवाही तथा विश्वविद्यालय वेब साइट में अपलोड हेतु।
7. कार्यलय प्रतिलिपि।
8. फाइल गार्ड।



(सोलुड सोनाम)

हिंदी अधिकारी (प्र.भा)

CHAPTER 6
INCENTIVE SCHEMES

No. II/12013/01/2011-O.L.(Policy/CTB) dated 30.10.2012

Subject:—Enhancement in the incentive amount for doing official work (noting/drafting) originally in Hindi and for giving dictation in Hindi by the officers.

The amount to be given under the existing incentive scheme for noting/drafting done originally in Hindi in official work vide Department of Official Language's O.M. No. II/12013/3/87-O.L. (Impl-2), dated 16th Feb. 1998, had been doubled by the Department of Official Language's Office Memorandum No. No./12013/18/93-O.L.(Policy 02) dated September 16, 1988 on the basis of the concurrence of the Department of Expenditure, Ministry of Finance. 2. The proposal to increase the prize money to be given under the above scheme was again under consideration by the Government. Based on the concurrence of the Ministry of Finance, Department of Expenditure, the prize money has been doubled again. The enhanced prize money is as follows:-

(a) Independently for each Ministry/Department/Attached Office of the Central Government –

First Prize (2 Prizes)	:	Rs.2000/- each
Second Prize (3 Prizes)	:	Rs 1200/- each
Third Prize (5 Prizes)	:	Rs.600/- each

(b) Independently for each subordinate office of a department of the Central Government:

First Prize (2 Prizes)	:	Rs 1600/- each
Second Prize (3 Prizes)	:	Rs.800/- each
Third Prize (5 Prizes)	:	Rs.600/- each

All the rules & conditions enumerated in O.M. dated 16th February, 1988 will remain unchanged. The increased amount of the rewards will come into force immediately.

3. Similarly, the guidelines under the Incentive Scheme for officers for giving dictation in Hindi were also issued vide this Deptt's O.M. No. II/12013/1/89-O.L. (Impl-2) dated 6th March, 1989. In the said guidelines, the prize money was increased to Rs.1000/- by the instructions given in the office memorandum No.II/12013/18/93-O.L.(Policy-2) dated September 16, 1998. The amount to be given in this scheme has now been increased to Rs.2000/- which will be deemed to be applicable with immediate effect. All the conditions mentioned in the above guidelines will remain the same.

4. This O.M. issues with the concurrence of Ministry of Finance, Deptt. of Expenditure vide their U.O. No. 1(18)E.Coord./2011 dated 09-11-2011.

O.M. No. 13034/12/2009-O.L(Policy) Dated the 6.5.2014

Subject: Grant of Hindi Incentive Allowance to Stenographers and Typists for doing official work in Hindi in addition to English.

Kindly refer to O.M. No. 13017/4/90-O.L. (C), dated 28.07.1998 of the Department of Official Language.

2. The amount of the incentive allowance has been increased to Rs. 240/- and Rs. 160/ per month for stenographers and typists respectively since 06 May 2014. The condition for grant of the incentive allowance laid down in O.M. No. 14012/55/76-OL (C), dated 12th August, 1983 will remain the same.