

No.161/TGASC/Estt./A1/2025/385  
GOVERNMENT OF PUDUCHERRY  
TAGORE GOVT. ARTS & SCIENCE COLLEGE

Puducherry, dated

17 APR 2025

**CIRCULAR**

**Ref:** Circular dated 15.04.2025 of the Director, DHTE, Puducherry.

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The Directorate of Higher and Technical Education has noticed that some Head of Institutions/faculty members are assuming official responsibilities which are outside the purview of their official duties and sometimes even outside the purview of Puducherry administration without obtaining necessary permission or NOC from the Competent Authority which is a violation of the CCS (Conduct) Rules, 1964.

All the faculty members are hereby instructed that prior permission must be obtained from the Competent Authority before accepting or undertaking any external responsibilities, engagements or assignments. This includes, but is not limited to:

- Membership in external academic committees or boards
- Consultancy work
- Speaking engagements or panel participation
- Positions in other institutions or organizations

It is further clarified that mere intimation will not be considered as permission. The concerned official must submit a formal request to the Competent Authority well in advance to allow sufficient time for review and processing.

Hence, all the HODs are hereby instructed to circulate among the faculty members and to strictly adhered the instructions with immediate effect.

  
(Dr. R. KARUPPUSAMY)  
PRINCIPAL

To

✓ All the HODs, TGASC, Puducherry.

Copy to:

The PA to Principal  
Tagore Govt. Arts & Science College,  
Puducherry.

M-13/582/2025-O/o DIRECTOR-DHTE



M-13/582/2025-O/o DIRECTOR-DHTE  
GOVERNMENT OF PUDUCHERRY  
DIRECTORATE OF HIGHER AND TECHNICAL EDUCATION

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Puducherry, dt. 15.04.2025

CIRCULAR

Sub.: DHTE – Estt – Prior Permission for Undertaking External Responsibilities - Reg.

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It has come to the notice of the undersigned that some Head of the Institutions / faculty members are assuming official responsibilities which are outside the purview of their official duties and sometimes even outside the purview of Puducherry administration without obtaining necessary permission or NOC from the Competent Authority which is a violation of the Central Civil Services (Conduct) Rules, 1964.

2. All faculty members are hereby instructed that prior permission must be obtained from the Competent Authority before accepting or undertaking any external responsibilities, engagements, or assignments. This includes, but is not limited to:

- Membership in external academic committees or boards
- Consultancy work
- Speaking engagements or panel participation
- Positions in other institutions or organizations

3. It is further clarified that mere intimation will not be considered as permission. The concerned official must submit a formal request to the Competent Authority well in advance to allow sufficient time for review and processing.

4. All concerned are instructed to adhere strictly to the above instructions with immediate effect. Non-compliance with these instructions shall lead to initiation of necessary action deemed fit as per Central Civil Services (CCA) Rules, 1965.

Digitally sig  
Aman Sharr  
DIRECTOR  
Date: 13-04  
13:43:12

To

The Head of Institutions of all the Govt. Colleges, Puducherry / Karaikal / Mahe / Yanam  
- (With instruction to communicate it to all the faculties working in your institution)

.....2/-