13 Progressive Use of Hindi

Ministry of Mines

Introduction

13.1 The Hindi section functioning in the Ministry of Mines is responsible for ensuring compliance of the Official Languages Act, the rules made thereunder and the administrative instructions regarding use of Hindi in the Ministry of Mines and in the subordinate offices and PSU’s under its administrative control.

Compliance of Section 3(3) of Official Languages (OL) Act, 1963

13.2 Section 3(3) of Official Languages Act, 1963 has been complied with fully during the period under report and all the documents covered under this section have been issued bilingually. The position of the same is being monitored through the quarterly meetings of the Official Language Implementation Committee chaired by Joint Secretary and monthly meeting of all sections conducted by Director (Incharge of Hindi).

Hindi Training

13.3 Under Hindi Teaching Scheme of Ministry of Home Affairs, Deptt. Of Official Language the officers/employees are nominated for training in Hindi Language (Prabodh, Praveen & Pragya), Hindi stenography and Hindi typing. One officer and one employee has been nominated under Hindi Teaching Scheme. One stenographer has been given training in Hindi stenography.

Hindi Salahakar Samiti

13.4 Hindi Salahakar Samiti is a high powered Committee which reviews the progress of Hindi in the Ministry and in the Subordinate Offices/PSUs under its administrative control. It also recommends effective measures to increase the use of Hindi. Hindi Salahakar Samiti has been reconstituted and its first meeting was held at Vigyan Bhawan Annexe, New Delhi on 29.12.2008 under the chairmanship of Hon’ble Minister of Mines.

Meetings of Official Language Implementation Committee

13.5 The Official Language Implementation Committee has been constituted in the Ministry headed by the Joint Secretary. All Officers of the rank of Section Officer and above up to the rank of Director are members of the Committee. The Quarterly Hindi Progress Reports received from the Sections of the Ministry are reviewed in the meetings of the Committee and remedial measures are suggested to remove the shortcomings. The quarterly meetings of the Committee are held regularly.

Official Language Inspection

13.6 In order to assess the progress made in the use of Hindi in subordinate offices/public sector undertakings under the administrative control of the Ministry of Mines, Director (OL)/Joint Secretary (A) inspected Offices of G.S.I Bhopal, I.B.M Goa, G.S.I Jabalpur, I.B.M Jabalpur, I.B.M Chennai, NALCO Chennai. G.S.I Bangluru (M.S.E), G.S.I Bangluru, H.C.I. Bangluru, NALCO Bangluru and G.S.I Jammu. The shortcomings detected during the course of inspection were brought to the notice of the concerned office and measures for overcoming the shortcomings were also suggested.

Inspection of Parliamentary Committee of Official Language

13.7 The third sub-committee of Parliamentary Committee of Official Languages inspected NALCO,
Delhi Office, Hindustan Copper Limited, Bangluru and I.B.M. Jabalpur and Udaipur Office.

Measures for Implementation of Official Language Policy

13.8 It is the policy of the Government to propagate the use of Hindi through inspiration and incentive. In order to inspire and encourage the officers/employees of the Ministry to do their work in Hindi, various Cash Award Schemes of the Department of Official Language such as Hindi Noting and Drafting Scheme, Hindi Dictation Scheme and Hindi Typing/stenography incentive allowance Scheme have been implemented.

Hindi Workshops

13.9 With a view to encourage more and more employees to do their official work in Hindi, Hindi workshops are organised from time to time for officers/employees of the Ministry. A Special Hindi Workshop was organised in Faridabad in May, 2008 for subordinate/PSU’s of the Ministry.

Hindi Fortnight

13.10 With a view to create a conducive atmosphere for the progressive use of Hindi in the Ministry, every year on occasion of Hindi Divas, Hindi fortnight is organized. This year Hindi fortnight was observed from 15-30 Sept., 2008. Various Hindi competitions e.g. Hindi essay writing competition, Hindi Noting-Drafting competition, Hindi translation, Hindi Sulekh and dictation and Quiz competition, were held during Hindi fortnight. In all seven competitions were held. On the recommendation of Parliamentary Official Language Committee from this year prize amount of first, second and third prize have been increased to Rs. 2500/-, Rs. 2000/- and 1500/-respectively. The winners of the competitions were given cash award and certificate by Secretary (Mines) on 8.10.2008.

Measures Adopted by the Ministry of Mines to Propagate the use of Hindi in its Subordinate Offices/PSUs

13.11 In order to ensure the compliance of Official Language policy in subordinate offices/PSUs of Ministry of Mines, directions are issued to them by the Ministry from time to time and their work is duly reviewed by the Ministry.

13.12 The subordinate offices/PSU’s of the Ministry of Mines have their respective Hindi Sections and they are making their best efforts for implementing the Official Language policy of the Union in their respective offices.

13.13 Official Language Implementation Committees under the chairmanship of the Head of Offices have been constituted in all the subordinate offices/PSUs. The meetings of these committees are being held regularly.
13.14 In order to assess the progress made in the use of Hindi in official work and the implementation of Official Language Policy of the Government, quarterly progress reports are called for from every subordinate office and Public Sector Undertaking under the Ministry. Their reports are reviewed and shortcomings noticed were intimated to the concerned office and remedial measures were also suggested to overcome the shortcomings.

13.15 The orders issued by the Department of Official Language on the recommendation of the Parliamentary Committee contained in Part-7 of the report were brought to the notice of Subordinate Offices and PSUs under the administrative control of the Ministry.

13.16 Messages of Minister, State Minister and Secretary Mines to observe Hindi Day and promote Hindi as far as possible were circulated to all Subordinate Offices and PSUs and same has also been made available in the website of Ministry of Mines in Hindi.

Publication of ‘Khan Sampada’

13.17 Ministry of Mines has been publishing its quarterly house journal ‘Khan Sampada’ since 1998. Articles pertaining to Technical subjects, propagation of Hindi and literary topics are published in the said journal. 34th issue of Khan Sampada was published in June, 2008.

Translation Work

13.18 During the period, all translation work and Hindi typing work relating to Standing Committee, CAG audit paras, Cabinet Note, Minister’s speech, citizen charter of the ministry and M.O.U for International Cooperation in the field of mines & mineral with various countries was attended to with full efficiency and dedication. Besides these, the Hindi translation and typing work of day-to-day material received from the various Sections of the Ministry, Parliament Questions and other important material received during Parliament Session were also attended to.

Subordinate Offices and Public Sector Undertaking

13.19 The Geological Survey of India occupies a prestigious position amongst the Geological Surveys of the world. This is a premier scientific and technical organization of the country. In this organization the scientific and drilling work relating to all geological streams specifically is carried out. In spite of being a scientific and technical organization all out efforts are being made to do the scientific, technical and administrative work in Hindi to the maximum with a view to implement the official language policy of the Government in this organization. The following are the main achievements of Geological Survey of India while promoting and encouraging Hindi as an official language.

Printing of Annual Programme (Red book) in Hindi & English

13.20 An annual programme is issued every year by this organization on the basis of which the scientific and technical activities of the organization are conducted. The regional offices prepare this programme after discussion with the Department of National Geology & Mining Department as well many central organizations. The Central Geological Programming Board finalizes them after necessary deliberation. All these proposals submitted by the regional offices were printed as Annual Programme (Red book, 2008) in Hindi and English.

Publication of scientific and technical books

13.21 The Geological Survey of India has been bringing out the scientific and technical books in Hindi from time to time since last several years so that the common people may know its scientific and technical activities. The Airborne Mineral Surveys & Exploration Wing, Bangluru had organised two days Technical & Scientific Rajbhasa Seminar on 30th & 31st August, 2008. The research papers submitted in that Seminar were printed in a book titled “Bhuvainanitik Lekhon Ka Rajbhasa mein Sangrah” as a Special Publication Number-90. The abstracts of Technical Investigation reports in Hindi were
brought out by the Eastern Region, Kolkata, Western Region, Jaipur, Central Region, Nagpur, and Northern Region, Lucknow during the year 2008. The latest issues of Narmada, Chetna, Samudrika, Bhugaurav, Bhusandesh, Indradhanush, Vihang, Dhauli and Smarika, the Hindi house magazines of Central Region, Training Institute, Marine Wing, Western Region, Northern Region, North Eastern Region, Airborne Mineral Surveys & Exploration Wing, Operation Orissa and Operation M.P. & Chhatisgarh respectively were also brought out.

**Implementation of Hindi Incentive Schemes**

13.22 The Hindi Incentive Scheme of Government of India for doing their official work originally in Hindi by the officers and staff has been implemented in the Central Headquarter as well as in the subordinate offices. Forty-eight officers and staff were awarded under this scheme. Similarly, three scientific officers of the Department were paid Rs.5135/-, Rs.3845/- and Rs.2564/- respectively as honorarium for doing scientific & technical translation work in Hindi. No doubt such incentives will motivate the other officers also for doing their official work in Hindi.

**Inspection of Subordinate Offices**

13.23 In order to assess the progress made in use of Hindi in the subordinate offices of the Geological Survey of India, the Dy. Director (Official Language) inspected the six subordinate offices which includes Operation Jammu & Kashmir at Jammu, Liaison Office at New Delhi and Northern Regional Office, Lucknow, Western Regional Office, Jaipur, Airborne Mineral Surveys & Exploration Wing, Jaipur and Kerala Unit Office, Thiruvannthapuram. The necessary inspection reports were sent to the above offices for necessary action.

**Hindi Workshops**

13.24 As per directives of the Department of Official Language Hindi workshops were organized at the level of Central Headquarter as well as Regional Offices & Operational Units at Kolkata, Lucknow, Hyderabad, Jaipur, Nagpur and Shillong. More than 400 officers and staff were imparted training for writing noting and drafting in Hindi. A special training course of Unicode Hindi software was organised in August, 2008 by the Northern Regional Office, Lucknow. Similarly, a special Hindi Workshop was organised exclusively for all Heads of Departments, Rajbhasa Officers, Hindi Officers and Translators on 05th March, 2009. The participants were apprised of the various provisions of Official Language Act, Official Language Rules and important orders on Official Language.

**Hindi Fortnight**

13.25 With a view to awaken the staff and officers to do their official work in Hindi and increase the progressive use of the official language in the organization a Hindi Fortnight was celebrated by the Geological Survey of India, CHQ and its subordinate offices from 15th to 29th September, 2008. During this period various competitions i.e. Hindi Essay competition, Hindi Noting & Drafting competition, Hindi debate, Hindi typing competition and Administrative terminology competition were organized. The Western Regional Office, Jaipur organized one lecture series on scientific and technical topics in Hindi during the Hindi fortnight.

13.26 The Central Headquarter, Kolkata, Central Regional Office, Nagpur and Operation Arunachal Pradesh Office, Itanagar have been entrusted with the responsibility of Town Official Language Implementation Committee. The Geological Survey of India, Central Headquarter, Central Regional Office and Operation Arunachal Pradesh Office organized several Hindi programmes actively at the level of Town Official Language Implementation Committee. Besides this the above offices also organised two successful half yearly meetings of the Town Official Language Implementation Committees of the respective town.
Review of Quarterly Progress Reports

13.27 There are six regional offices, three Wing Headquarters, one Training Institute and one Liaison Office at New Delhi directly under the administrative control of the Central Headquarter. The quarterly progress reports of these offices were reviewed at the level of Central Headquarter. The discrepancies found in the quarterly progress reports during review were brought to the notice of all the above offices. A copy of each of the review report was also endorsed to the Ministry for information.

Indian Bureau Of Mines (IBM)

Implementation of Official Language

13.28 Hindi Fortnight was observed at Headquarters and at all regional offices of IBM during 15-29 September 2008. During the fortnight, various competitions were organized to encourage the implementation of Official Language and prizes were distributed to the winners.

13.29 Seventeen officials of IBM are undergoing Pragya Classes under Hindi Teaching Scheme at IBM Headquarters. Besides, 04 officials are undergoing Hindi Typing Classes.


13.31 Third Sub-committee of the Committee of Parliament on Official Language under the Chairmanship of Shri Anil Basu, Hon’ble Member of Parliament (Lok Sabha) made Rajbhasha inspection of Jabalpur Regional Office of IBM on 22nd September 2008 and appreciated the work done by the Regional Office in complying with the progressive use of Hindi.

National Aluminium Company Ltd (NALCO)

Progressive use of Hindi in Official Work

13.32 During the year under review, efforts continued for promoting progressive use of Rajbhasha (Hindi) in day-to-day official correspondence of the Company.

13.33 On the occasion of Quami Ekta Week, two Hindi Kavi Sammelans were organized, one at Corporate Office, Bhubaneswar and another at Mines & Refinery Complex, Damanjodi with participation of poets of national fame.

13.34 Hindi week/fortnight was observed at all the offices and units of the Company. On this occasion, Hindi competitions like essay, calligraphy, debate, self-composed poetry, letter-writing, noting, dictation, slogan, etc. were organized in which large number of employees participated.

13.35 On the occasion of Hindi week, Hindi magazines, ‘Akshar’ at Corporate Office, and “Teen Suman” at Damanjodi unit were published, in which selected articles, poems and stories written in Hindi by employees were published.

13.36 Nomination of employees of the Company for Hindi typing and stenography and Hindi computer training under Hindi Teaching Scheme were made like previous years. As there is no centre of Hindi Teaching Scheme of Government of India at Angul and Damanjodi, Hindi training in these sectors is being imparted through correspondence courses and by own arrangements.

13.37 Bilingual computerized forms used in the office have been prepared and uploaded at intranet site of the Company for use by all. For facilitating Hindi notings on files, a booklet and leaflet of English-Hindi short notings was published and distributed.