

**GOVERNMENT OF INDIA  
HOME AFFAIRS  
LOK SABHA**

STARRED QUESTION NO:238

ANSWERED ON:09.12.2014

PROMOTION OF HINDI

Mishra Shri Bhairon Prasad;Singh Shri Ganesh

**Will the Minister of HOME AFFAIRS be pleased to state:**

- (a) whether the progressive use of Hindi in official work/ communication has been satisfactory, if so, the details thereof and if not, the reasons therefor;
- (b) whether the Government has issued instructions to all the Government Departments for using Hindi in official work and provide the Hindi version of every official correspondence and if so, the details thereof;
- (c) whether the Government has taken proactive steps to ensure that the said instructions are followed in the offices;
- (d) if so, the details and the outcome thereof; and
- (e) the other steps taken to promote the progressive use of Hindi in official work by Government Departments as well as private and corporate sectors in the country?

**Answer**

MINISTER OF STATE IN THE MINISTRY OF HOME AFFAIRS (SHRI KIREN RIJU)

(a) to (e): A statement is laid on the Table of the House.

STATEMENT IN REPLY TO PARTS (a) to (e) OF THE LOK SABHA STARRED QUESTION NO. 238 FOR 09.12.2014

(a): Yes, Madam. The progressive use of Hindi in official work/ communication has been satisfactory. However more efforts are required to achieve the target completely.

(b): Only the documents (Resolutions, general orders, rules, notifications, administrative and other reports, press communications, administrative and other reports and official papers laid before a House or the Houses of Parliament, official papers, contracts, agreements, licences, permits, tender notices and forms of tender) covered under the Section 3(3) of the Official Languages Act, 1963 are to be compulsorily issued both in Hindi and English. An Annual Programme for transacting the official work of the Union in Hindi is issued every year by the Department of Official Language.

(c) & (d): Yes, Madam. To ensure compliance of official language policy –

(i) An Annual Programme is issued by the Department of Official Language.

(ii) Achievements regarding compliance of Annual Programme are laid on the Table of both the Houses of Parliament in the form of Annual Assessment Report.

(iii) Official Language Implementation Committees are constituted in Central Government offices.

(iv) Town Official Language Implementation Committees have been formed at town level.

(v) Hindi Salahkar Samitis are constituted in Ministries/Offices to provide necessary guidelines.

(vi) The officers of 08 Regional Implementation Offices of Department of Official Language ensure compliance of official language policy through inspections etc.

(e): The details of the steps taken to promote the progressive use of Hindi in official work by government departments in the country are contained in the 'c' and 'd' above. The Official Language Rules are not applicable to private and Corporate Sector.

STATEMENT IN REPLY TO LOK SABHA STARRED QUESTION NO. 238 FOR 09.12.2014

(b): The details of targets for the year 2014-15 are as follows :-

Annual Programme for 2014-15 for use of Hindi

S.NODETAILS 'A' REGION 'B' REGION 'C' REGION  
OF WORKS

- 1 Originating 1.From A to 1.From B to 1.From C to A 55%in Hindi  
A 100% A 90% 2.From C to A 55%  
Correspondence 2.From A to 2.From B to 3. From C to C 55%  
A 100% A 90% 4. From Region C  
(including 3.From A to 3.From B to to Offices/  
C 65% C 55% Individuals 100%  
Telegram, 4.From Region 4.From Region in States/UTs  
Wireless, A to Offices/ B to Offices/ of A & B region  
Telex, Fax, Individuals Individuals  
E-mail etc. 100% in 100% in  
States/ UTs States/UTs  
of A & B of A & B  
region region
2. Letters 100% 100% 100%  
receivedin  
Hindi to be  
answered in  
Hindi
3. Noting in 75% 50% 30%  
Hindi
4. Recruitment 80% 70% 40%  
of Hindi  
Typists&  
Stenographers.
5. Dictation in 65% 55% 30%  
Hindi/ Direct  
Typing on  
Key-Board  
(self or by  
the Asstt.)
6. Hindi Training 100% 100% 100%  
(Language,  
Typing/  
Stenography)
- 7 Preparation of 100% 100% 100%  
Bilingual  
Training  
Material
8. Expenditure 50% 50% 50%  
for the  
purchase of  
Hindi books  
etc.,  
including  
digital  
matters i.e.,  
Hindi e-books,  
CD/DVD, Pen  
Drive including  
amount incurred  
on Translation  
in Hindi from  
English and  
Regional  
Languages. out  
of the total  
Library grant,  
excluding  
journals and  
standard  
reference books
9. Purchase of 100% 100% 100%  
all electronic  
equipments,  
including  
computers in  
bilingual form.
10. Website. 100% 100% 100%  
(bilingual) (bilingual) (bilingual)
11. Citizen 100% 100% 100%  
Charter and (bilingual) (bilingual) (bilingual)  
display of  
Public  
Interface  
information  
Board
12. {I} Inspection 25% (minimum) 25% (minimum) 25% (minimum)  
Departments/  
Offices of  
their offices

located outside  
their  
Headquarters  
& by the  
officers  
(DS/Dir/JS)  
of DOL(% of  
Offices)  
{II} Inspections 25% (minimum) 25% (minimum) 25% (minimum)  
of sections at  
Head quarters.  
{III} Joint At least one inspection in a year.  
inspections by  
the officers  
Concerned &  
those of the  
Deptt.of Official  
Language of  
Foreign based  
Undertakings/  
Offices etc.  
owned or  
controlled by  
the Central  
Government.

13. Meetings  
regarding  
Official  
Language  
{A} Hindi 02 meetings in a year (minimum)  
Salahakar  
Samiti  
{B} Town 02 meetings in a year (One meeting every 6 months)  
Official  
Language  
Implementation  
Committee.  
{C} Official 04 meetings in a year (One meeting every quarter)  
Language  
Implementation  
Committee.

14. Translation of 100%  
Codes, Manuals,  
Forms,  
Procedural  
literature.

15. Sections of the A Region B Region C Region  
Ministries/ 40% 30% 20%  
Departments/  
offices/Banks/  
Undertakings  
where entire  
work to be  
done in Hindi.  
(Minimum Section)  
40% in 'A' Region, 25% in 'B' Region and 15%  
in 'C' Region work may be done in Hindi for  
those Public Sector Undertakings/  
Corporations where there is no concept of  
section.

The details of the three regions 'A', 'B' and 'C' as per Official Language Rules, 1976 are as follows:-

#### Region States/Union Territories falling in the Region

A States of Bihar, Chhatisgarh, Haryana, Himachal Pradesh,  
Jharkhand, Madhya Pradesh, Rajasthan, Uttar Pradesh,  
Uttarakhand, National Capital Territory of Delhi and  
Andaman & Nicobar Islands Union Territory  
B States of Gujarat, Maharashtra and Punjab and Union  
Territories of Chandigarh, Daman & Diu and Dadra &  
Nagar Haveli  
C All other States not included in the A and B Regions  
or Union Territories