NO. S32/716/77/R-I/IV: Bhopal, dated the 26. May, 1977,

TO

All Departments of Government,
The President, Board of Revenue,
All Commissioners of Divisions,
All Heads of Departments,
All Collectors of Districts,
Madhya Pradesh.

SUBJECT:- Relinquishment of charge of office by a retiring Government servant when the last day of the month in which he is to retire happens to be a holiday.

A question has been raised regarding the procedure to be followed for relinquishment of charge of office in the case of a retiring Government Servant when the day on which he is due to retire happens to be a holiday. Since according to the provisions of F.R. 56, a Government Servant shall retire from service with effect from the afternoon of the last day of the month in which his/her date of retirement falls, the retiring Government servant should formally relinquish charge of office on the afternoon of that day itself even if it happens to be a holiday.

In cases in which handing over of cash, stores, etc. is involved, these may be made over by the retiring officer (to the relieving officer or, in the absence of the relieving officer of the Department present) on the close of the previous non-working day. Thereafter, the actual relinquishment of charge of office shall be made in the prescribed form on the last day of service for which physical presence of the officer in the office need not be insisted upon.

(T.S. Krishna Swamy)
Deputy Secretary to Government
M.P. Finance Department,

No. 533/716/77/R-I/IV:

Copy forwarded to:
The Secretary/Military Secretary to the Governor, Madhya Pradesh, Bhopal.
The Secretary, Public Service Commissioner, M.P. Indore.
The Controller, Government Printing & Stationary, Madhya Pradesh, Bhopal.
The Vigilance Commissioner, Madhya Pradesh, Bhopal.
The Under Secretary (G.A.D. Establishment)/Under Secretary (Superintendence)/Accounts Officer, Madhya Pradesh Secretariat, Bhopal.

All Finance Officers/Accounts Officers/Treasury Officers, for information.

(ii) Copy forwarded to the Accountant General, Madhya Pradesh, Gujjar for information.

(iii) Copy forwarded to the Secretary, Vidhan Sabha, Madhya Pradesh, Bhopal for information.

(iv) Copy forwarded to the Registrar, High Court of Madhya Pradesh, Jabalpur, for information.

(\[Signature\])

Under Secretary to Government M.P. Finance Department.

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