

## IMPLEMENTATION OF OFFICIAL LANGUAGE POLICY IN PFC

### **INTRODUCTION :**

Constituent Assembly of India had adopted Hindi as the Official Language of independent India on 14 September, 1949.

Government of India had formulated a policy on official language so as to interpret of form of Official Language, Constitutional and Statutory provisions were made under the said policy. Statutory provisions consist of Official Languages Act, 1963; Official Language Resolution, 1968; Official Languages Rules, 1976; Orders of HE President of India on the recommendations of Parliamentary Committee on Official Language; guidelines and targets in the annual programme issued by the Department of Official Language are the integral parts of the Official Language Policy. In case, these provisions are not implemented or complied with, it shall be considered as violation of Official Language Policy.

For monitoring of the implementation of this policy, various committees have been constituted, like Official Language Implementation Committee, Town Official Language Implementation Committee, Official Language Implementation Committee of the Ministry of Power and Hindi Advisory Committee, Parliamentary Committee on Official Language and Central Hindi Committee.

**Role:**

- 1 To create an environment of Hindi in the Corporation as well as Regional offices for progressive use of Hindi in accordance with the Constitutional and Statutory provisions of Official Language.
- 2 Extending support and providing guidance to all officials of the Corporation, to ensure the proper implementation of the Official Language Policy of the Government of India in the Corporation.
- 3 To promote the progressive use of Hindi
  - Creating awareness and sensitivity amongst personnel by providing them information regarding Official Language Policy, organizing various programmes and activities

- Capacity building at all levels in the Corporation in various areas like Hindi language, Hindi typing, Hindi shorthand and use of information technological tools applied for Hindi.
- To be in constant touch with various Ministries / Institutions / Organizations with regard to compliance of orders of the Government of India.

### THRUST AREAS:

- ✚ To encourage the progressive use of Hindi through pursuance, persuasion and to formulate better incentive schemes for personnel and to implement them;
- ✚ To monitor the implementation of constitutional and administrative requirements related to use of Hindi in the official work of the Corporation through personal contact programmes and inspections;
- ✚ To organize workshops for the officials and the personnel of the Corporation so as to familiarize them with the orders of the Government, to propagate it and to help to them;

- ✚ To Organise Hindi day and Hindi month or fortnight including conducting various competitions so as to create awareness and interest towards Hindi amongst employees.
- ✚ To prepare rosters regarding knowledge of Hindi of personnel of the Corporation and accordingly, to make arrangements for learning Hindi Language, Hindi Shorthand and Hindi typing under the Hindi Teaching Scheme.
- ✚ To prepare Quarterly Reports, Half Yearly Reports and Annual Reports with regard to the progressive use of Hindi as required to be submitted to various Ministries/ Departments of the Government;
- ✚ To arrange meetings of Official Language Implementation Committee of the Corporation and ensure the compliance of decisions taken in the said and by other Committees.

## ACCOMPLISHMENTS :

Over the period of last few years, Power Finance Corporation (PFC) has made several accomplishments in this field and achieved number of milestones by working differently from the normal course of work. It became model and exemplary for other organizations and institutions. Few of them are as under: -

- The Official Language Implementation Committee was reconstituted under the Chairmanship of the Chairman & Managing Director for a smooth and proper implementation of the Official Language Policy.
- Workshops were organized for the senior officials of the level of Executive Director and General Manager. 147 officials of different levels attained training in 06 workshops organized during the year 2012-13. A Regional Rajbhasha Sammelan was also organized for the officials of the Power Sector wherein 53 personnel from different Undertakings of Power Sector had participated .

- All the computers of the Corporation have the facility to work in Hindi. All Stenographers of the Corporation are well trained in the field of Hindi Shorthand /Typing / workings on Computer. For the smooth functioning and implementation of Official Language Policy, Nodal Officers have been appointed in each unit.
- 'Claim Formats' of the Corporation are available in bilingual form on intranet. To facilitate the personnel of the Corporation, a Departmentwise Glossary of A to Z terms used in the official work of the Corporation, a list of small phrases and various other documents like Standard Formats, Sanction Letters, Memorandum of Agreement are also available in Hindi on intranet.
- The proforma related to the Quarterly Report of progressive use of Hindi has also been made available on line whereby all the units can fill their respective reports and can directly send it to Hindi Section through computer. Diary and Despatch system of the Corporation has also been Computerized, in which Data is maintained as per 'A', 'B' and 'C' Regionwise.

- Short notings of regular use have been printed inside the file covers. Different jobs like comments on the letters, noting on files, sanction orders, various statements, reports, IoMs, notices, covering letters, reminders, receipts, replies to the RTIs are being carried out by personnel in Hindi.
- Several competitions are organized every year during the Hindi month. 5 competitions, 1 kavya goshti and 1 competition for security guards, daily wagers and casual labour were organized this year, in which 88 personnel had participated. From time to time, Inter PSU competitions, such as, Singing, Tasveerein Bolti Hain and Aashubhashan competitions were organized for the Town Official Language Implementation Committee, which were never organized by any of the undertaking before.
- For the last 20 years a quality quarterly house journal 'Urja Dipti' is being published, which has also been a source of inspiration for others.

- Special issues like Sanskriti Visheshank, Swadhinta Visheshank, Pawas Visheshank, Gurudev Ravindra Nath Tagore Visheshank were specially appreciated. The magazine has received various awards from Ministry of Power, Town Official Language Implementation Committee and from many other Institutions.
- We had initiated the publication of 'Sanchayika', the collections of poems /stories written or brought up by our personnel, which has been followed by others.
- Annual Report of Power Finance Corporation is published in Diglot/ bilingual form. Very few Institutions are there who publish their reports in diglot form.
- The formats of 'Vartani Shodhan Pratiyogita' and 'Rajbhasha Neeti Gyan Pratiyogirta' of PFC are now being followed by other organizations.



For all these efforts made by PFC in the field of implementation of official language, PFC has won many awards. Recently, in the month of February, 2013 PFC was awarded Third Prize in 'All India Official Language Conference' organized by 'Mission for Implementation and Training of Official Language' in Port Blair. Regional office, Mumbai is working more than its 95% work in Hindi and another Regional office in Chennai is also working ranging from 70-80% work in Hindi.

The tag line of PFC is : 'We I create possibility of a better tomorrow' and accordingly we are committed for dissemination and development of Hindi.