

6409/NCC/Trg/- 1040-1071

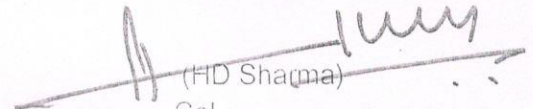
24 Apr 2017

All the Heads of Institution

USE OF SOCIAL NETWORK

1. It has been observed with concern that few ANO's of your Institution under this unit are using different social network sites to pass on official letters which are contrary to the orders on the subject and against Indian Official Secrets ACT 1923.
2. It is imperative to inform yourself that all letters are addressed to the head of Institution and hence security of the letters too is the responsibility of the head of the Institution. Any breach of trust on letters being leaked on non authorized sites is a serious offence under Indian Official Secret Act and action can be and shall be asked for from relevant authorities.
3. Hence requested and advised that your staff dealing with receipt, handling and filling of official letters be advised to refrain from such unauthorized activities failing which official complaint shall be lodged with relevant authorities for redresal of complaint.

G-4
AB
01/01/17



(HD Sharma)
Col
Officer Commanding

Endst. No: - EDN-U (4-GR) NCC/ 2016/- 4527-707
Office of the Deputy Director of Higher Education,
Una Distt. Una (HP).

Dated Una 02/05/2017
Copy to:-

The concerned Principal /Headmaster GSSS / GHS in Una Distt for information & necessary action. *and strict*

Compliance Pl.


Dy. Director of Higher Education,
Una Distt. Una (HP).