

**PROGRESSIVE USE
OF HINDI IN
OFFICIAL WORK**

Chapter

19

19.1 PROGRESSIVE USE OF HINDI

The Ministry of Health and Family Welfare is committed to promote the use of Hindi in Official work during 2016-17 as per the Annual Programme issued by the Department of Official Language, Ministry of Home Affairs and Official Languages Policy of the Union. The matter pertaining to the use of Hindi in the Ministry is supervised by a Joint Secretary in-charge of Official Language. There is an official language Division in the Ministry headed by a Director.

A number of measures have been taken for encouraging use of Hindi in the official work. They are summarized below:

19.2 IMPLEMENTATION OF OFFICIAL LANGUAGE POLICY

In pursuance of the official language policy of the Government of India, all documents covered under section 3(3) of the Official Language Act, 1963 are being issued both in English and Hindi. Action plan based on the checkpoints identified in the Ministry has been prepared to ensure the compliance of the Official Language Policy. Annual Programme and other orders/instructions issued by the Department of Official language were forwarded to all the sections of the Ministry and its subordinate/attached offices/autonomous organizations for information and directives were issued for their compliance.

19.3 OFFICIAL LANGUAGE IMPLEMENTATION COMMITTEE (OLIC)

An Official Language Implementation Committee (OLIC) has been constituted in the Ministry under the chairmanship of a Joint Secretary in-charge of the official language and its meetings are held regularly in each quarter. This Committee chalks out strategies to implement the constitutional provisions of the Official Language Policy of the Union in the Ministry and its subordinate/attached offices/autonomous organizations with a view to achieve the targets prescribed in the Annual Programme issued by the

Department of Official Language, Ministry of Home Affairs. The Committee periodically reviews the progress made in this regard and suggests and recommends measures to be taken for the effective implementation of the same. The subordinate/attached offices/autonomous organizations of the Ministry have been instructed for convening their OLIC meetings regularly.

19.4 HINDI FORTNIGHT

In order to encourage the use of Hindi in official work amongst officers/employees of the Ministry, a Hindi fortnight was organized in the Ministry during 01-15 September, 2016. Various competitions such as Hindi essay writing, Hindi noting/drafting, Rajbhasha General Knowledge & Hindi questionnaire were organized. The winners in these competitions were awarded 32 cash prizes and certificates.

19.5 OFFICIAL LANGUAGE CONFERENCE/ SEMINAR

The Department has taken a new initiative of organizing Official Language Conference every year in the offices under its administrative control, for the dissemination of Official Language Policy and creating conducive atmosphere for use of the Official Language Policy of the Union of India. Under this initiative 5th National Official Language Conference was organized from 17-19 February, 2016 in Mumbai. So far, four conferences have been organized at Bengaluru, Kannur, Delhi and Thiruvananthapuram respectively. The participants were awarded Commendation letter and certificates. All conferences were highly successful and praised by all.

19.6 HINDI WEBSITE OF THE MINISTRY

Hindi version of website of the Ministry of Health & Family Welfare was started last year. As per the directions of Secretary (Ministry of Health & Family Welfare), all the material needs to be uploaded in bilingual form viz. English and Hindi. The website is updated on regular basis.



Ministry's Hindi Website

19.7 PRATIDINEK SHABD

The Scheme named 'Pratidin Ek Shabd', is being run in the Ministry, that continued this year also. Under this scheme, one word/phrase in Hindi and its English equivalent is displayed on the Electronic Board installed on the first and third floor 'A' Wing, Nirman Bhavan. These words/phrases are generally administrative and technical in nature and are used in day-to-day official work.

19.8 QUARTERLY ORIGINAL HINDI NOTING/DRAFTING CASH AWARD SCHEME

A special Quarterly original Hindi Noting/Drafting Cash Award Scheme is being implemented in the Ministry. Under this scheme 44 prizes are being awarded which includes two first prize of Rs.5000/-, two second prize of Rs.4000/-, two third prize of Rs.3000/- and 38 consolation prizes. This scheme is being conducted in two quarters viz. January to March and July to September in a year. During the quarter from January to March 2016, after assessing the Hindi work of officers/employees 15 prizes were awarded.

19.9 ORGANISING OF HINDI WORKSHOP

Two separate Hindi workshops were conducted on 27th October, 2016 in the Ministry, in which officers/employees were informed about i) Official Language Policy of the Union Government, ii) Hindi Typing through Google Voice.

19.10 INSPECTIONS REGARDING PROGRESSIVE USE OF HINDI

In order to achieve the targets laid down in the Annual Programme issued by the Department of Official Language, officers of the Ministry inspected 09 subordinate offices under their administrative control situated in Delhi, Ahmedabad, Chandigarh, Kasauli, Shimla and Mumbai.