

PROGRESSIVE USE OF HINDI IN OFFICIAL WORK

19.1 PROGRESSIVE USE OF HINDI

The Ministry of Health & Family Welfare is committed to promoting to use of Hindi in Official work during 2015-16 as 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 of the Ministry headed by a Director, reports to the Joint Secretary.

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 in English and Hindi. Action plan based on the check points identified in the Ministry has been prepared to ensure 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 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 the use of Official Language (Hindi) and suggests and recommends measures to be taken for the effective implementation of the Official Language Policy. The subordinate/attached offices/autonomous organizations of the Ministry have also 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, the Hindi fortnight was held in the Ministry during 01-15 September, 2015. Various competitions such as Hindi essay writing, Hindi typing, Hindi noting/drafting, Hindi general knowledge, Hindi

dictation and self-composed poetry recitation were organized. The winners of these competitions are being awarded by 51 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, 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

This year the website of Ministry of Health and Family Welfare was launched in Hindi. As per the directions of Secretary (MoHFW), all the material is being uploaded inevitably in bilingual form viz. English and Hindi. The website is also being updated regularly.

19.7 PRATI DIN EK SHABD

The Scheme named '*Prati Din 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 was being displayed on the Electronic Board installed on the first and third floor 'A' Wing, Nirman Bhavan. These words/phrases are generally of administrative and technical in nature, which are used in day-to-day official work.

19.8 ORGANISING OF HINDI WORKSHOP

A two-day Hindi workshop was conducted on 28-29 September, 2015 in the Ministry, in which officers/employees were informed about **i)** Official Language Policy of the Union Government, **ii)** Noting & Drafting, **iii)** Use of Unicode on Computer, etc.

19.9 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 this Ministry inspected 05 subordinate offices under their administrative control situated in Noida, Kannur, Chandigarh, Kasauli and Shimla.