

USE OF HINDI IN OFFICIAL WORK

17.1 PROGRESSIVE USE OF HINDI

The Ministry of Health and Family Welfare is committed to promoting to use of Hindi in Official work during 2013-14 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:

17.2 IMPLEMENTATION OF 3(3) OF THE OFFICIAL LANGUAGE ACT

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 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.

17.3 OFFICIAL LANGUAGE IMPLEMENTATION COMMITTEE (OLIC)

There is an official language Implementation Committee (OLIC) under the chairmanship of a Joint Secretary in-charge of the Official Language and its meetings are held regularly in each quarter. This committee checks out strategies implement the Constitutional provisions of Official Language Policy of the Union in the Ministry

and its subordinate/attached offices/autonomous organizations and 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 were also instructed for convening their OLIC meetings regularly.

17.4 HINDI FORTNIGHT

In order to encourage the use of Hindi in official work amongst officers/employees of the Department, the Hindi fortnight was organized in the Department during 14-30 September, 2013. Various competitions such as Hindi essay writing, Hindi Typing, Hindi noting/drafting, Hindi general knowledge, Hindi dictation and self-composed poetry recitation were organized. As many as 44 winners of these competitions were awarded with cash prizes and certificates.

17.5 HINDI WORKSHOPS

During the year three Hindi workshops were organized in the Department to encourage the officials to accomplish their minimum possible official work in Hindi. In these workshops various provisions relating to official language policy were explained and the participants were given training as how to install Unicode in their computers and how to type out letters in Hindi using the English key board. This session proved to very much thrilling and useful for all participants. In all 70 officers/officials participated in these workshops.

17.6 OFFICIAL LANGUAGE CONFERENCE

The Department has taken a new initiative from the current year to organize annually two Official Language

Conferences in all offices under its administrative control with a view to create conducive atmosphere for usage of the official language policy of the Union of India. The scheme was inaugurated on 26th December, 2012 at the National Institute of Mental Health and Neuro Sciences, Bangaluru. Hereafter, two days conference held on 22-23 February, 2013 in Pasture Institute of India (Tamil Nadu). More than 125 participants including representatives from various offices under the Department took part in the conference. On the opening day there were three sessions namely, 'the problems in usage of Official Language and their solutions, translation related technique and Standardization of Hindi and its spellings'. On the second day, two sessions were dedicated to the technological advancements where intensive training of 'offline' and 'online' Hindi typing was given to the participants on computers through Unicode using the

English Key Board and they were made to practice the same. Whole session of conference performed by Shri Rajesh Shrivastva, Assistant Director (OL), Ministry of Health & Family Welfare, while Major orator of various sessions were: Shri Ram Niwas Shukla, Deputy Director (OL), Shri Manoj Abusaria, Deputy Director (OL) and Shri Rajesh Shrivastva, Assistant Director (OL). Programme held under Chairmanship of Shri B. Sekhar, Director, PII, Coonoor, (Tamil Nadu) was very successful.

17.7 INSPECTIONS REGARDING PROGRESSIVE USE OF HINDI

In order to oversee the achievement of targets laid down in the Annual Programme issued by the Department of Official Language, offices were inspected by the officers of the Ministry which included 9 offices of Chennai, Chandigarh, Kerala and New Delhi.