



भारतीय सूचना प्रौद्योगिकी संस्थान राँची
Indian Institute of Information Technology Ranchi
(An Institute of National Importance under an Act of Parliament)
Ranchi, Jharkhand, India

Ref. No.: IIITR/RG/2025/204

Dated: 09th July 2025

NOTICE

Sub : - Sensitization of officials on the salient provisions of Official Secrets Act 1923 and CCS(Conduct) Rules 1964.

In recent past, few incidents of leakage and unauthorized disclosure of some official information have been noticed, which are in violation of the provisions of CCS(Conduct) Rules 1964 and also in contrary to the provisions of Official Secrets Act 1923.

2. As per Rule 11 of Central Civil Services (Conduct) Rules 1964, **"No Government servant shall, except in accordance with any general or special order of the Government / Competent Authority or in performance in good faith of the duties assigned to him, communicate, directly or indirectly, any official document or any part thereof or classified information to any Government servant or any other person to whom he is not authorized to communicate such document or classified information including deliberations & decisions of the official meetings"**. Similarly, Official Secrets Act 1923 extends to whole of India including any office or employment under any department of the government and applies also to individuals contracted or employed on behalf of the government and citizens of India outside India.

3. In view of the above, it is advised to all employees of the Institute to strictly adhere to the above provisions. Any violations would attract disciplinary action and the concerned custodian of the document/information shall be held responsible.

Jayadeep Pati/09.07.25
Registrar (I/c)

Copy to: All regular and contractual Faculties, Officers & Staff

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