

Official Language Implementation in GRSE

Official Language Awards

- (a) Prestigious **Indira Gandhi Rajbhasha Puraskar– Ist Prize** for the year 2012-13 has been awarded to **GRSE** for Implementation of Official Language which was presented by President of India, Honorable Shri Pranab Mukherjee to our CMD, during Hindi Day Celebration at Rashtrapati Bhawan on 14th September, 2014. GRSE was also awarded **Indira Gandhi Rajbhasha Puraskar–IInd Prize** for 2011-12 on 14th September, 2013.



- (b) **Rajbhasha Shield** has continuously been awarded to **GRSE** for excellent performance in Implementation of Official Language by TOLIC, **since last 12 years.**
- (c) **All Editions** of Company's Hindi Magazine "**Rajbhasha Jagriti**" have been **awarded** by TOLIC, since inception.
- (d) **DGM (OL)** has been awarded **appreciation letters** by TOLIC for:
- Excellent performance in Implementation of Official Language and
 - Editing of Rajbhasha Jagriti Magazine.



2. **Special Meeting on Implementation of OL in GRSE attended by Secretary (OL) as Chief Guest**

Secretary(OL), Govt of India, MHA was invited to GRSE as Chief Guest in a Special Meeting on Implementation of OL held on 13.10.2014, to apprise her about progress made by GRSE in the field, not only in periphery of Company walls, but also popularizing use of OL in adjoining areas, by conducting Hindi Competitions in local schools and also to discuss & seek her guidance & suggestions to further enhance OL activities.



3. **Hindi Day/Fortnight Celebration**

Hindi fortnight is celebrated every year during 01-14 September & Hindi Day on 14 September, during which :

- Various competitions are conducted.
- Awards are distributed to winning employees and departments for use of Official Language.
- “Rajbhasha Shield” is awarded to best performing Unit for Implementation of OL.
- Hindi magazine “Rajbhasha Jagriti” is released by CMD.



4. **Rajbhasha Sangoshthi**

Rajbhasha Sangoshthi, was conducted in GRSE on 19.03.14 for Nodal Officers (Rajbhasha), under the Chairmanship of our CMD, attended by all Directors of GRSE, MHA- OL officials and rep. of TOLIC, where discussion took place on:

- (i) Implementation of OL –Difficulties and solutions
- (ii) Hindi Training to employees and its use after completion of their training.
- (iii) Standard usage of Official Language Hindi.



5. **In House arrangement for Hindi Training**

Arrangement for in house Hindi Training of employees has been made with the help of MHA, OL since 14.02.2012.

6. **Hindi & Computer Workshop**

Hindi/Computer workshops are conducted regularly to facilitate employees in usage of Hindi by:

- Organizing Department wise Workshops.
- Conducting Computer workshops and apprising employees about Hindi Unicode.
- Conducting Table workshops in Production shops.



7. **Hindi Correspondence**

Standard drafts are prepared in Hindi/bilingual form, after monitoring/discussions with departments to enhance Correspondence in Hindi.

8. **Hindi Noting**

RajbhashaSahayika has been prepared by Hindi Cell to assist employees in Hindi Noting.

9. **Entries in Registers in Hindi**

Entries in registers are made in Hindi/Bilingual.

10. **Ist Monday** of every month is **dedicated for use of OL** in the Company.

11. **Official Language Implementation Committee.**

Quarterly Meetings of OLIC are held regularly under the chairmanship of our CMD.

12. In addition to OLIC meetings, Implementation of **OL** is also discussed as an **agenda point** in Company's **Board Meetings**.

13. **To motivate employees following incentive schemes are in vogue:**

- (a) Incentive Scheme for original work in Hindi.
- (b) Inter Unit Rajbhasha Shield.
- (c) Inter Departmental Annual Incentive Scheme to increase Hindi Noting & Correspondence.
- (d) Inter Departmental Quarterly Incentive Scheme to increase Hindi Noting & Correspondence.
- (e) Incentive scheme to encourage Hindi Writing.
- (f) Incentive Scheme for English Steno-Typists for doing Hindi Typing.
- (g) Annual Incentive Scheme for Nodal Officers.
- (h) Inter Departmental Annual Incentive Scheme for DEP, Ranchi Unit.

14. **Hindi Competitions in Local Schools**

Use of Official Language is not restricted within the four walls of GRSE but is also publicized outside the Company, by regularly conducting Hindi competitions in Local Schools.



15. **Hindi/Bilingual Publications**

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| • RajbhashaJagruti | - Hindi Magazine |
| • GRSE Varta | - House journal in trilingual form |
| • Vigilance News Letter | - Trilingual |
| • Annual Report | - Bilingual |
| • Hindi Posters | |

16. Hindi Library

There is a separate Hindi Library, where Hindi Newspapers, Magazines & Books are available for the use of employees.

17. Induction Programme

On their joining, Officers are apprised of OL Policy and its Implementation, during their Induction Program.

18. Monitoring

Monitoring of OL Implementation is conducted regularly.

19. Nodal Officers (OL)

Nodal Officer(OL) from all departments/units are nominated for implementation of Official Language.

20. All programs and Ceremonies in the Company are organized in bilingual form.
