

PROGRESSIVE USE OF HINDI

- 13.1** Ministry of Coal with all its Subordinate offices/ Companies and Autonomous Body kept its efforts continued for propagating and spreading the progressive use of Official Language Hindi during the year 2011-12. This Ministry is committed to increasing the use of official language. Instructions received from Department of Official Language, Ministry of Home Affairs and Committee of Parliament on Official Language are circulated regularly amongst the Officers/sections of the Ministry as well as the administrative heads of Subordinate Offices/Companies and Autonomous Body under its administrative control to ensure implementation of the statutory provisions of Official Language Policy of the Union.
- 13.2** In order to increase the use of Hindi in day-to-day official work, various circulars, orders and appeals have been issued regularly. With a view to facilitating noting and drafting in Hindi, bilingual standard drafts, English - Hindi dictionaries, help books etc. have been distributed amongst all officers/sections of the Ministry. A copy of the Annual programme issued by the Department of Official Language for the year 2011-12 for transacting the official work of the Union in Hindi has been circulated amongst all the officers & sections of the Ministry as well as Subordinate offices/Companies & Autonomous body under the administrative control of the Ministry for achieving the targets fixed for implementation of official language policy of the Union.
- 13.3** Ministry of Coal is fully computerized with bilingual facilities. Besides, the Website of the Ministry has been prepared in bilingual form (Hindi/English) and it is updated from time to time.
- 13.4** The Official Language Implementation committee is already functioning in the Ministry. The meetings of the committee are being organized regularly in the Ministry under the Chairmanship of Economic Advisor. All Subordinate Offices /Public Sector Undertakings and Autonomous Body under the administrative control of the ministry are also organising such meetings wherein due emphasis is laid on increasing progressive use of Hindi in official work.
- 13.5** With a view to creating consciousness as also accelerating the use of Hindi as Official Language in official work in the Ministry and the Subordinate offices/ Companies and Autonomous Body under its administrative control, Hindi fortnight was organized from 14.09.2011 to 28.09.2011. On the occasion of Hindi fortnight, various competitions of Hindi were organized for officers /employees in each category.
- 13.6** In order to remove the hesitation of officers and employees to work in Hindi, Ministry organizes Hindi workshop from time to time. The Ministry always lays emphasis on imparting training in Hindi Language, Hindi Stenography and Hindi Typing under Hindi Teaching scheme by nominating the employees for the same.
- 13.7** The 3rd Sub Committee of Committee of Parliament on Official Language inspected some offices under the administrative control of the Ministry to oversee the status of use of Hindi in Official work and

to ensure that the provisions of Official Language Act and Rules made thereunder are properly complied with and also to suggest the ways and means for effective implementation of Official Language Act in the official work. In addition, with a view to oversee the status of the implementation official language the inspection team of the ministry inspected various offices under its administrative control.

13.8 Ministry purchases Hindi books for library each year so that conducive atmosphere

can be created in order to increase the use of Hindi so that officers/employees can promote their knowledge of Hindi.

13.9 An electronic notice board for display of new Hindi word / phrase daily has been installed with the objective of propagating and promoting Hindi among all the officers and employees of the Ministry.

13.10 Hindi Advisory Committee attached to this Ministry has been re-constituted with its first meeting having been held on 28.06.2011 and second meeting having been fixed to be held on 15.03.2012.