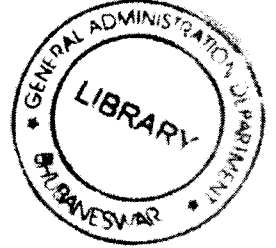


**Government of Orissa**  
**General Administration Department**

No. 20331 / Gen.,  
SC/3 - 16/2008

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Dt. 21 July, 2008.



To

All Departments of Government  
All Heads of Departments  
All Collectors  
Chief Executive Officers of all PSUs

Sub: **Procedure to be followed in dealing with anonymous / pseudonymous petitions.**

It has come to the notice of Government that very often anonymous / pseudonymous petitions are received by the administrative authorities. As per instructions issued in Book Circular No. 24, the administrative authorities normally shall not take any action on anonymous petitions received by them. After considering the different aspects of anonymous / pseudonymous petitions it has been decided that the following procedure shall be followed while dealing with such petitions.

- (1) **Anonymous petitions** – No action shall be taken on anonymous petitions which do not bear any name and address or both name and address of the petitioner. The petitions need only be filed.
- (2) **Pseudonymous petitions** – When address is given, it is to be found out on correspondence in the address given as to whether such a petitioner exists and accepts the petition as his/her own. If the petitioner does not accept the petition as his/her own it shall be presumed that the petition is pseudonymous and should accordingly be ignored. If the petitioner accepts it as his/her own petition then enquiry has to be done as deemed proper.

The above instructions may be brought to the notice of all authorities under their administrative control, so that the morale of the Government servants and employees of PSUs is not affected by such petitions.

CHIEF SECRETARY