

**E&AD DEPARTMENT**  
**No.E&A(FDS)2-2/2001**  
**Dated Peshawar the 8th August,2001**

**Subject: WILLFUL ABSENCE FROM DUTY/ACTION AGAINST THE DEFAULTING GOVERNMENT SERVANTS.**

I am directed to refer to the subject noted above and to draw attention to Rule-8-A of the NWFP Government Servants (E&D) Rules, 1973 wherein a detailed procedure has been laid down for taking necessary action against the Government servants willfully absenting themselves from duty. However, instances have come to notice that the absentees have been suspended from service and inquiry initiated against them by some of the Departments. Resultantly, questions arise as to whether or not subsistence allowance admissible to suspended Government Servants pending inquiry against them will be allowed to the absentees? This situation arises due to non- adoption of proper procedure in such cases.

I am, therefore, to request that in cases of willful absence of a Government Servant, a notice to the absentee be issued on his home address on the 4th day of his continuous absence directing him to resume duty on receipt of notice and to indicate the cause of absence or apply for leave according to rules. However, in case no response is received within fifteen days, a notice be issued in the Newspapers on 16th day of the absence giving him fifteen days notice in accordance to Rule-8 A" of the Government Servants (E&AD) Rules, 1973 failing which the competent authority may take ex-parte decision of his removal from service. As such in cases of willful absence, no question of suspension and allowing subsistence allowance would arise.