

राष्ट्रीय विज्ञान एवं तकनीकी मंत्रालय  
भारत सरकार की संस्था  
विभाग के अधीनस्थ एवं नियंत्रित

GOVERNMENT OF INDIA  
MINISTRY OF SCIENCE & TECHNOLOGY  
Department of Science & Technology  
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10th July, 1992

To

The Surveyor General of India  
Survey of India  
Dehra Dun - 248 001.

(Attn. Col. K.G. Behl, Deputy Surveyor General)

Sub: Procedure for disposal of unserviceable/  
superseded restricted Maps issued to other  
Central Govt. Departments.

Sir,

I am directed to refer your letter No.T-3262/  
1046-A dated 14th October, 1991 on the above subject  
and to convey that the Ministry of Defence have no  
objection for destruction of restricted/unserviceable  
maps by the Government Departments to whom these are  
issued after convening a board consisting of atleast  
3 officers including an officer of Group 'A' and  
representative of Survey of India. The Board will  
examine the maps and destroy them in their presence  
and issue a certificate to that effect which could  
be shown against the Issue ledger. You may like to  
take necessary action and issue instructions accordingly.

This has the approval of Ministry of Defence  
vide their O.M. No.2/3/91-D(GS-III) dated 25.6.92.

Yours faithfully,

  
K.P. Nair  
10.7.92

(K.P. Nair)  
Deck Officer

To the Chief Secretaries to all State Governments and Administrations.

Sub: LOSS OF RESTRICTED MAPS: INVESTIGATION AND ACTION.

Sir,

I am directed to say that on consideration of security particularly during the present Emergency, it has been decided to lay down a clear procedure for investigation of losses by the holders/recipients of restricted maps, both official and private apart from reporting the loss to the Ministry of Defence.

2. According to section 5(1) (a) of the Official Secrets Act, failure to take reasonable care of a secret document is an offence, punishable under section 5(4) of the same Act, prior to the promulgation of the Defence of India Act such an offence was not cognizable, but it has now been made cognizable under this Act and the punishment has also been increased to 5 years and even 10 years, in certain cases of imprisonment.

3. Since the offence is now cognizable, so long as the Defence of India Act is in force, it will be incumbent on local police authorities to investigate into a loss, whenever it is reported to them. During investigation, it will be essential for the indentors, both private and official, to show that responsible care of the document was taken by them, otherwise they will be liable for punishment under the Official Secret Act read with the Defence of India Act. Accordingly, under the revised terms of issue, it has been made incumbent on private indentors to report all losses of maps to the police also.

4. As regards the loss of restricted maps issued to the Government officials, departments and organisation including those under the control of State Government for the execution of their official work, a departmental enquiry should invariably be held into the loss of maps in order to:-

- a) establish the authenticity of the circumstances of such loss;
- b) satisfy that the maps have not fallen into the hands of or passed on to unauthorised/undesirable persons;
- c) advise/improve upon the precautionary measures for the handling and safe custody of maps to prevent recurrence of such losses; and
- d) take disciplinary action against the person responsible for the loss.

P.T.O.

RECEIVED  
15/4/1956  
GOVT. OF INDIA,  
NEW DELHI, THE 15TH APRIL 1956.

The Chief Secretaries to all  
State Governments and Administrations,

Subject:- RESTRICTION ON THE SALE, PUBLICATION  
AND DISTRIBUTION OF MAPS.

Sir,

I am directed to refer to this Ministry's letter  
No. F.119/15/P.I., dated the 13th November 1955, as  
subsequently amended (copy enclosed for ready reference)  
and to say that the Government of India have now decided  
to delegate powers to the concerned Ministries and  
Departments of the Central Government and the State  
Governments to authorise the issue of restricted maps to  
educational and scientific institutions and to other semi-  
Government organisations without reference to this Ministry,  
subject to the following conditions:-

- (i) The map is treated as confidential and  
every precaution taken to prevent its  
being lost.
- (ii) The map is kept by a responsible officer  
designated by the Head of the institution  
or organisation concerned in safe custody  
and physically checked from time to time.  
This officer should also ensure that the  
map is not seen or handled by unauthorised  
persons.
- (iii) A map, when required by excursion parties,  
is given in charge of the leader (normally  
to be an Indian national and an officer of  
the Institute/University/College/School/  
Organisation) who will be responsible for the  
correct handling of the map and for handing  
it back to the Institute/University/College/  
School/Organisation, when no longer required  
for the purpose.
- (iv) The authorities of the Institute/University/  
College/School/Organisation will be responsible  
at all times for the safety of the map and to  
ensure that the rules made are being duly  
observed.
- (v) No map is to be reproduced in part, or in  
whole, either by photography or by any other  
means.
- (vi) All restricted maps should be taken on ledger  
charge and all issues and receipts of maps  
should be properly vouchered. Map holdings  
should be checked periodically by Indentors  
who should furnish an annual certificate to  
issuing office of the Survey of India on the  
30th December every year, to the effect that  
all restricted maps issued to them are physi-  
cally accounted for.

(vii) In the event of a map being lost, a report should be sent immediately to the Ministry of Defence, New Delhi and the issuing office of the Survey of India. A departmental enquiry should also be held to:-

(a) establish the circumstances under which the loss occurred;

(b) find out whether it could have fallen into unauthorised hands; if so, take such steps, as may be necessary to ensure that all maps

(c) take deterrent disciplinary action against negligent persons.

Copies of the inquiry report should be sent to the Ministry of Defence, New Delhi and the issuing office of the Survey of India. Where foul play is suspected, or there is possibility of the map having fallen into unauthorised hands, a report should be made immediately upon the occurrence of the loss to the local police for investigation.

(viii) A map which becomes unserviceable due to wear and tear or otherwise should be returned to the Survey of India for destruction. Maps no longer required for use, should also be returned to the Survey of India for the same purpose.

Indent's for maps for issue to these institutions/ organisations, duly countersigned by an officer of the rank of Deputy Secretary to the Government of India or above, or by an officer of the rank of Secretary to the State Government will be honoured by the Survey of India. Restricted maps will not, however, be issued to private individuals without the concurrence of this Ministry.

2. With regard to paras (ii)(a)&(b) of Annexure I to this Ministry's letter of the 13th November 1950, quoted above, it is clarified that maps of foreign countries prepared by the Survey of India which show portions of the Indian side of the border will be within the scope of the restrictions as for other maps of the Indian territories. Maps of foreign countries which do not contain any portions of the Indian side of the border will be treated according to the security classification given by the Government of the country.

3. Clearance of this Ministry should be obtained for printing and publishing of maps on restricted sections by Government Departments or others. Where possible, this Ministry will permit the publication of such maps

subject to exclusion of certain details of topographical features,

Yours faithfully,

J. C. Boso  
(A.C. Boso)

Deputy Secretary to the Government of India.

Copy forwarded to:-

All Ministries/Departments of the Government of India

General Staff Branch (M.I. Directorate).

Deputy Director, Military Survey

Naval Headquarters (N.I. Directorate)

Air Headquarters (Dte. of Intelligence)

The Surveyor General of India (10 copies) - Maps available to the general public outside India will not be restricted inside this country. Hydrographical and aeronautical charts, which have to be given to shipping lines, international airlines and others in accordance with international agreements, need not be restricted for the general public in India. The Survey of India may please ensure in consultation with the respective authorities that only these maps are distributed in this manner, as are permissible in accordance with accepted policy or by the terms of international agreements.

10 copies

RESTRICTED