

Government of Rajasthan
Administrative Reforms Department

F.16(1)AR&C /2015/MIV

Jaipur, Dated: 21.04.2015

All Secretaries In-charge,
All District Collectors,

Subject:- Visits by Hon'ble In-charge Ministers and In-charge Secretaries to the designated districts.

Your attention is invited to letters of this department dated 23.01.2015, 30.01.2015 and 04.02.2015 (copies enclosed for ready reference) vide which detailed instructions regarding visits by In-charge Secretaries to respective districts were issued.


In continuation of earlier instructions, following directions are issued in reference to the visits of Hon'ble In-charge Ministers and In-charge Secretaries:-

1. For the field visits and mini jansunwais, following actions shall be insured:
 - a. In-charge Secretaries shall co-ordinate with the respective Hon'ble In-charge Ministers to visit the districts together as far as possible.
 - b. During these visits special emphasis shall be given to holding mini-jansunwais, receiving grievances, registering them on Rajasthan Sampark Portal, field verification of earlier benefit and rejection cases etc.
 - c. Rural and urban areas shall be visited to review progress of various developmental activities being under taken by various departments.
 - d. Implementation of budget announcements, instructions of Hon'ble CM and issues raised during Suraj Sankalp Yatra shall be reviewed.
 - e. A separate register/electronic account, for enlisting the grievances received by Hon'ble Ministers and the Secretary In-charge during these visits shall be maintained for recording the details of applications received, number of works/scheme/project/institutions inspected and number of earlier registered applications visited to review action taken thereon (Annexure-MIV 1).
2. The officer nominated by the District Collector/staff accompanying the Hon'ble Ministers may be requested to fill the said Annexure-MIV 1 and submit to ACS, AR at the following e-mail address along with a copy to the District Collector:

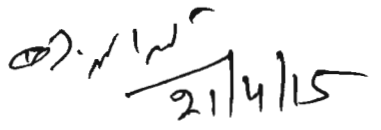
cmv@rajasthan.gov.in
3. These applications should necessarily be uploaded by the officers designated by the Collectors for the purpose, on Rajasthan Sampark Portal from the accounts of Hon'ble Ministers and In-charge Secretaries.

4. Processing of these applications shall be monitored on priority by the Collectors on weekly basis and the report be sent in Annexure-MIV2 on every Tuesday.
5. During all subsequent visits, the progress on disposal of such grievances shall necessarily be briefed to the Hon'ble Ministers and In-charge Secretaries.
6. These instruction may please be brought to the notice of SAs/ PSs to Hon'ble Ministers and In-charge Secretaries during their visits to the respective districts.
7. In this reference, it is also requested that compliance of the following orders/ circulars may be ensured:
 - a. Chief Secretary order No.F.16(1)/AR/Gr-1/14/Bik Div./Follow up dated 12.08.2014 issued by Administrative Reforms Department vide which time lines for redressal of grievances and disposal of all applications received in various offices/departments were prescribed.
 - b. Chief Secretary order no. F.15(1)/AR/Gr-1/2014 dated 24.11.2014 issued by Administrative Reforms Department vide which requirement of affidavits and submission of attested copies was abolished in the state.
 - c. Chief Secretary order no. F.3 (8) AR/Times/2013 dated 24.12.2014 issued by Administrative Reforms Department in regard to tours, inspections, night halts, Jansunwais etc.
 - d. Order no. F.15(1) AR/Gr-1/2014 dated 05.02.2015 and 23.02.2015 for writing of slogans on government buildings for:
 - i. Abolition of affidavits system
 - ii. Issue of receipt of applications/grievances
 - iii. Details of adopters appointed for a cluster of Gram Panchayats.

Enclosed as above:


21/4/15
(Rakesh Verma)
Addl. Chief Secretary

Copy to All SAs/PSs to Hon'ble Ministers for kindly bringing it to the notice of Hon'ble Ministers for reference to monthly visits to the designated districts.


21/4/15
(Banna Lal)
Director, Public Services

Day-wise Summary of Inspections/Visits by

Hon'ble Minister In-charge

Name and Department of the Hon'ble Minister.....

District.....

Date of visit	Name of Panchayat Samiti Visited	Name of Gram Panchayats Visited	Number of Villages Visited	Number of programmes/ activities & schemes, visited	Number of grievances/ complaints received during the visit	Number of earlier registered applications verified/reviewed
1	2	3	4	5	6	7