CIRCULAR

All Secretary Incharge

Orders are issued for visiting to the districts on a particular date/dates by the Secretary Incharge of the district concerned. In this regard the following directions are issued:-

1. It is presumed that the Secretary Incharge shall proceed to the districts in accordance with the decision taken at the highest level.

2. If, for any reason it may not be possible for the officer concerned to comply with the order issued, it is expected that the officer would seek prior consent from the undersigned and would thereafter comply with the directions given. Neither seeking such prior consent from the undersigned nor proceeding to the district would be taken adversely.

3. Since the Secretary Incharge of the Districts proceed to their allocated districts on fixed dates as per the order issued by Administrative Reforms Department, in such case the officers need not send a separate note to the Chief Secretary seeking approval for the tour.

Copy for information to the following:-
1. Principal Secretary to CM
2. Principal Secretary, DOP
3. Principal Secretary, Administrative Reforms

( Rajeeva Swarup )
Chief Secretary

Joint Secretary