

No. 4/4/85-1 AR

From The Commissioner & Special Secretary to Government, Haryana,
Administrative Reforms Department.

To

1. All Heads of Departments in Haryana,
Commissioners, Ambala, & Hissar Divisions.
2. Registrar,
Punjab & Haryana High Court, Chandigarh &
All District and Sessions Judges in Haryana.

Dated Chandigarh the 24th October, 1985.

Subject :— Simplification of rules and procedures so as to reduce the number of occasions and purposes for which a citizen has to visit Government offices.

Sir,

I am directed to address you on the subject noted above and to state that the Chief Secretaries' Conference held at Delhi in February, 1985. inter-alia recommended that measures such as simplification of rules and procedures so as to reduce the number of occasions and purposes for which a citizen has to visit a Government or Semi-Govt. Agency should be adopted and implemented by all Departments. The State Govt. has accepted this recommendation. You are, therefore, requested to take immediate steps to review the various Rules and procedures pertaining to your department in the light of the above decision of the State Government.

2. Government has also desired that a fortnightly Report should be submitted by each department in regard to the implementation of these recommendations. Consequently, necessary information about the action taken to implement the above recommendation may kindly be sent to this department by the end of this month.

Yours faithfully

Sd/-

(Beant Singh)

Joint Secy., Administrative Reforms,
for Commissioner & Special Secy. to Govt., Haryana,
Administrative Reforms Deptt.

No. 4/6/85-1 AR