

MOST-IMMEDIATE  
Vidhan-Sabha Matter  
Personal Attention

Government of Himachal Pradesh  
Department of Personnel (AP-II)

No. Per (AP-B) A (4)-1/2020

Dated Shimla-2,

20<sup>th</sup> Feb., 2020

## Office Memorandum

**Subject      Disposal of Assembly Questions- Instructions thereof.**

It has been noticed by the Government that most of the Administrative Departments are not supplying the requisite consolidated information/reply to postponed Starred/Unstarred Assembly Questions as well as current Starred/Unstarred Assembly Questions sought by the Department of Personnel within prescribed period to enable the replies in the Legislative Assembly, due to which the position of the State Government is embarrassing in the Assembly. It has also been found that some Heads of Departments, Boards/Corporations/ Autonomous Bodies, Universities etc. are supplying the replies of Assembly Questions directly to Department of Personnel, which reply do not tally with the reply supplied by their Administrative Department and thus create confusion for preparing replies.

2. Hon'ble Chief Minister has taken a serious view for ordinate delay in replies to the pending Assembly Questions and has issued directions to develop a mechanism for speeding up the preparation of replies to Assembly Questions in a time bound manner.

3. The issue was also discussed in the meeting of Secretaries of Committee held on 15-2-2020 and it has been decided that henceforth all Administrative Departments shall designate a Nodal Officer ( at Secretariat level from amongst the Branch Officers/Section Officers of the concerned Administrative Department) as prescribed in Chapter IV of Office Manual (Third Edition) April, 2011 to collect the information relating to Assembly Questions from the Departments/Boards/ Corporations/ Autonomous Bodies etc. under their control as well as from other Branches/Sections where there are two or more Branches/Sections at Secretariat level. It shall be the duty of the Nodal Officer to have the information so received get compiled at Administrative level and after compilation of the information/replies, a consolidated reply be supplied to Department of Personnel within prescribed time limit.

4. All Heads of Departments/ Boards/Corporations/Autonomous Bodies etc. are to ensure that the requisite information/data relating to Assembly Questions is got supplied by them to their concerned Administrative Department well in time as Department of Personnel will not entertain any direct communication from them in this regard, in future.

5. These instructions may be brought to the notice of all concerned for strict compliance and implementation.



(R.D Dhiman)

Additional Chief Secretary (Personnel) to the  
Government of Himachal Pradesh

To

1. All Administrative Secretaries to the Government of Himachal Pradesh.
2. Heads of Departments, Himachal Pradesh.
3. All Managing Directors, Boards/Corporations/Autonomous Bodies, Himachal Pradesh.
4. All Divisional Commissioners, Himachal Pradesh.
5. All Deputy Commissioners, Himachal Pradesh.
6. ~~-----~~ All Section OFFICERS in H.P. Secretariat, Shimla-2



(R.D Dhiman)

Additional Chief Secretary (Personnel) to the  
Government of Himachal Pradesh

\*\*\*\*