

Copy of letter No. 239-PSCS (H)-80, dated 11th November, 1980, from the Chief Secretary to Government Haryana to all Heads of Departments, etc., etc.

Subject :—Streamlining of administration re-organising time schedules of judicial and executive work for the purpose of optimisation etc.

I am directed to refer to Haryana Government letter No. 239-PSCS (H)-80, dated the 25th April, 1980, on the above subject wherein it was inter alia laid down that the first three days of the week should be earmarked for the disposal of court work by the Commissioners, Collectors, Additional/Special Collectors and Sub Divisional Officers (Civil).

2. It has come to the notice of the Government that meetings at the State and Divisional head-quarters are sometimes fixed on the first three days of the week, requiring the presence of the Deputy Commissioners, with the result that Court work at the district level has to be postponed. It is therefore reiterated that meetings should not be fixed on the first three days of the week, save in exceptional circumstances of need, so that the object underlying the instructions contained in the letter quoted above, is not defeated.

Yours faithfully,

Sd/-

Under Secretary Administrative Reforms,
for Chief Secretary to Government, Haryana.