

No. 16/22/2005-4Pro

From

The Chief Secretary to Government, Haryana.

To

✓ All the Administrative Secretaries to Government of Haryana.

Dated, Chandigarh the 15/10/2020

Subject:- Regarding Standing Committee of Council/Committee of Secretaries to examine Annual Administrative Reports of Department.

Sir/Madam,

I am directed to invite your attention to the subject noted above and to say that vide No. 16/22/2005-4Pro dated 30.09.2020 (copy enclosed), the State Government has constituted two committees namely (i) Standing Committee of Council and (ii) Committee of Secretaries for the purpose to note, examine and take decision on Annual Administrative Report of the Departments. The Administrative Reports shall first be examined by the Committee of Secretaries and thereafter it will be placed before the Standing Committee of Council, with the recommendations of Committee of Secretaries, for considerations and decision.

2. In view of the above, it is requested that in future, fifteen copies in both language (i.e. Hindi and English) of the Annual Administrative Report be forwarded to the Chief Secretary (in Protocol Branch) for the above said two committees.

Yours faithfully,



Under Secretary Protocol,
for Chief Secretary to Govt. Haryana

15/10/2020

Endst No. 16/22/2005-4Pro

Dated Chandigarh the 15/10/2020

✓ A copy is forwarded to all the Spl. Sr. Secy./Senior Secretaries/Secretaries and Private Secretaries to the Chief Minister, Deputy Chief Minister, Ministers, State Ministers & Chief Secretary to Government of Haryana for information and necessary actions.



Under Secretary Protocol,
for Chief Secretary to Govt. Haryana

15/10/2020

Endst No. 16/22/2005-4Pro

Dated Chandigarh the 15/10/2020

✓ A copy is forwarded to the Under Secretary Cabinet, w.r.t. their U.O. No. 7/1/2020-2Cabinet dated 02.09.2020 for information and necessary action.



Under Secretary Protocol,
for Chief Secretary to Govt. Haryana

15/10/2020

CC:
PS/PSCM



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PART-I

Notifications, Orders and Declarations by Haryana Government

हरियाणा सरकार

सामान्य प्रशासन विभाग
(प्रोटोकॉल शाखा)

अधिसूचना

दिनांक 30 सितम्बर, 2020

संख्या 16/22/2005-4 प्रो०.— हरियाणा के राज्यपाल, विभागों की प्रशासकीय रिपोर्ट के प्रतिवेदन पर ध्यान देने, जांच करने तथा निर्णय लेने हेतु निम्नलिखित समितियों का गठन करने की स्वीकृति प्रदान करते हैं, जिसमें निम्न सदस्य होंगे:—

1. स्थायी परिषद समिति :-

- | | |
|--|------------|
| 1. संसदीय कार्य मंत्री | अध्यक्ष |
| 2. राज्यमंत्री, खेल तथा युवा मामले | सदस्य |
| 3. राज्यमंत्री, पुरातत्व तथा संग्रहालय | सदस्य |
| 4. संबंधित विभाग के मंत्री | सदस्य |
| 5. संबंधित विभाग के प्रशासकीय सचिव | सदस्य सचिव |

2. सचिवों की समिति :-

- | | |
|---|------------|
| 1. मुख्य सचिव, हरियाणा सरकार | अध्यक्ष |
| 2. अतिरिक्त मुख्य सचिव, हरियाणा सरकार
—कम—वित्तीय आयुक्त, राजस्व | सदस्य |
| 3. अतिरिक्त मुख्य सचिव, हरियाणा सरकार,
वित्त तथा योजना विभाग | सदस्य |
| 4. संबंधित विभाग के प्रशासकीय सचिव | सदस्य सचिव |

प्रशासकीय रिपोर्टों की पहले सचिवों की समिति द्वारा जांच की जाएगी तथा उसके उपरान्त इस पर विचार करने व निर्णय लेने हेतु, सचिवों की समिति की सिफारिश के साथ स्थायी परिषद समिति के समक्ष रखा जाएगा।

केशनी आनन्द अरोड़ा,
मुख्य सचिव, हरियाणा सरकार।

HARYANA GOVERNMENT**GENERAL ADMINISTRATION DEPARTMENT
(Protocol Branch)****Notification**

The 30th September, 2020

No. 16/22/2005-4Pro.— The Governor of Haryana is pleased to constitute the following committees comprising the following members to note, examine and take decision on Administrative Reports of the Department :-

1. Standing Committee of Council :-

- | | | |
|----|--|------------------|
| 1. | Parliamentary Affairs Minister | Chairman |
| 2. | Ministers of State for Sports & Youth Affairs | Member |
| 3. | Ministers of State Archaeology and Museums | Member |
| 4. | Ministers of concerned Department | Member |
| 5. | Administrative Secretary of the concerned Department | Member Secretary |

2. Committee of Secretaries :-

- | | | |
|----|--|------------------|
| 1. | Chief Secretary to Government Haryana | Chairperson |
| 2. | Additional Chief Secretary to Government Haryana
-cum-Financial Commissioner, Revenue | Member |
| 3. | Additional Chief Secretary to Government Haryana,
Finance and Planning Department | Member |
| 4. | Administrative Secretary of the concerned Department | Member Secretary |

The Administrative Reports shall first be examined by the Committee of Secretaries and thereafter it will be placed before the Standing Committee of Council, with the recommendations of Committee of Secretaries, for considerations and decision.

KESHNI ANAND ARORA,
Chief Secretary to Government of Haryana.