

I/41611/2020

Most Immediate

File: F-23014/66/2020-Coord-Part(I)
Government of India
Ministry of Jal Shakti
Department of Water Resources, RD & GR
(Coordination Section)

Room No. 01, Ground Floor, B-Wing
Shastri Bhawan, Dr. Rajendra Prasad Marg
New Delhi, the 27th November, 2020

OFFICE MEMORANDUM

**Subject: Adherence to the time frame for furnishing comments to
sponsoring Ministries/Departments on Notes for Cabinet/
Cabinet
Committees.**

The undersigned is directed to send a copy of Office Memorandum No. 1/50/1/2020-Cab. dated 19.11.2020 received from Cabinet Secretariat on aforesaid subject for strict compliance.

2. This issues by the approval of Additional Secretary, Department of Water Resources, RD & GR.

Bhasin)

(Rajan

Under Secretary to the Govt. of India
Tel: 011-23074033

Encl: As above

To

1. All the Head of Organizations under this Department.
2. All Sections/Wings/SMDs of this Department.

Copy to:

I/41611/2020

1. DS (Admn), Department of Water Resources, RD & GR.
2. NIC with request to upload on intranet portal.

MOST IMMEDIATE

No. 1/50/1/2020-Cab.
GOVERNMENT OF INDIA (BHARAT SARKAR)
CABINET SECRETARIAT (MANTRIMANDAL SACHIVALAYA)
RASHTRAPATI BHAWAN

New Delhi, the 19th November, 2020

OFFICE MEMORANDUM

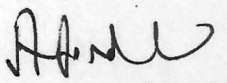
Subject: Adherence to the time frame for furnishing comments to sponsoring Ministries/ Departments on Notes for Cabinet/ Cabinet Committees.

The undersigned is directed to refer to instructions issued by this Secretariat from time to time stipulating the period of two weeks for the Ministries/ Departments to furnish their comments to the sponsoring Ministry/ Department on Notes for the Cabinet/ Cabinet Committees. According to these instructions, in cases where the stipulated period is not adhered to, the sponsoring Ministry/ Department will clearly indicate in the body of the Note the date on which comments were sought from Ministries/ Departments concerned, and the fact that their comments have not been received till finalization of the Note for Cabinet/ Cabinet Committee.

2. In spite of these clear instructions for time bound completion of inter-ministerial consultations, it has been observed that in many cases, Ministries/ Departments are not furnishing their comments within the stipulated time-frame. This results in delay in finalization of the Note by sponsoring Ministry/ Department and timely consideration by Cabinet/ Cabinet Committees. Cabinet Secretariat's instructions dated 06.02.2017; 30.09.2015 and 20.06.2014 are enclosed for reference.

3. Ministries/ Departments are, therefore, requested to strictly adhere to the time-lines prescribed in the aforementioned instructions.

Encl: a/a.


19.11.2020
(Ashutosh Jindal)
Joint Secretary
Tel: 2301 2697

To
All Secretaries to the Government of India.