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INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAWAN, NEW DELHI

F. No. 21-23/2012-CDN

Dated the 10th July, 2012

CIRCULAR

Cabinet Secretary, Government of India, New Delhi has issued the D.O. No. 502/1/1/2012-CA-V dated 6.6.2012 regarding –Letters addressed to the officers by the Members of Parliament (MP) to be acknowledged/replied promptly. The above mentioned D.O. is being uploaded on the ICAR Web-Site www.icar.org.in for information and further guidance.


(J.N. Bhagat)
Under Secretary (GAC)

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3. Chairman ASRB/ND, NAIP/ Project Director(DKMA), Pusa, New Delhi.
4. ✓ Shri Hans Raj, ISO, (DKMA) KAB-I for putting in the ICAR Web-Site.
5. All officers/sections at ICAR Krishi Bhawan/KAB – I/II & NASC Complex
6. Secy. (Staff Side), CJSC, National Research Centre on Meat, Chengicherla, Hyderabad – 500 039
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AJIT SETH



मंत्रिमंडल सचिव
CABINET SECRETARY
NEW DELHI

LD.O.No. 502/1/1/2012-CA-V

Dated 6th June, 2012

Dear Secretary,

It has been brought to the notice of the Prime Minister that there have been instances where letters addressed to the Officers by the Members of Parliament (MP) are not acknowledged / replied promptly. In this regard, I would draw your attention to DoPT OM No. 11013/4/2011-Est(A), dated 01.12.2011, which prescribes the observance of proper procedure in official dealings between the administration and MPs.

2. It is reiterated that appropriate steps may be taken to ensure that letters from Members of Parliament and Members of State Legislatures must be properly acknowledged and reply sent at an appropriate level expeditiously as per the relevant provisions of Central Secretariat Manual of Office Procedures, which have been excerpted at para 4 of the DoPT OM dated 01.12.2011.

3. Suitable instructions in this regard may also be issued to all the attached / subordinate offices and public sector undertakings attached to your Ministry / Department.

With regards,

Yours sincerely,

Ajit Seth
(Ajit Seth)

Dr. S. Ayappan
Secretary,
Deptt. of Agricultural Research and Education
New Delhi

Deptt. of Agri Res. & Edn. (DARE)
Btry No 4/3/5... / Estn. Dated 12/6/2012

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