

(iii) & iv धारा 4(1)बी-(iii) (IV) निर्णय लेने की प्रक्रिया एवं उनका स्तर तथा नॉरमस्

**Government of Rajasthan
Department of Environment**

No. F.1(1)Env/84

Jaipur, Dated 1st July, 2009

STANDING ORDER

Sub: Disposal of cases in the Environment Department.

In accordance with Rule 21 of Rules of Business and in supersession of all previous orders in this behalf, I hereby direct that cases & matters relating to the Environment Department other than matters indicated in Appendix 'B' to the Rules of Business, shall ordinarily be disposed off in the following manner :

S. No	Items	To be examined & disposed off by (5 days)	To be disposed off by (5 days)		To be submitted to ACS, Env.	To be submitted to Minister
			OSD cum Addl. Secretary	Principal Secretary		
1	2	3	4	5	6	7
1 a	Formulation of annual / five year Plans	Gr.Officer/ DS	Yes	Yes	Yes	Yes
2.	Appointment of Special Officer to conduct cases in the courts	Gr.Officer/ DS	Yes	Yes		
3.	Filing of Appeals	Gr.Officer/ DS	Yes	Yes		Yes
4.	Notice Under Sec. 80 CPC	Gr.Officer/ DS	Yes			
5.	Appointment of Officer – In - Charge	Gr.Officer/ DS	Yes			
6.	Monitoring of all the on-going projects and schemes of the department	Gr.Officer/ DS	Yes	Yes	Yes	Yes
a	Monitoring of CSS schemes	Gr.Officer/ DS	Yes	Yes	Yes	Yes
b	Follow up action of the	Gr.Officer/ DS	Yes			

	zonal meetings taken by Principal Secretary	DS				
c	Inter Departmental issues	Gr.Officer/ DS	Yes	Yes	Yes	Yes
d	Framing/Amendment of Policies	Gr.Officer/ DS	Yes	Yes	Yes	Yes
e	Amendment in Acts, Rules and Notifications	Gr.Officer/ DS	Yes	Yes	Yes	Yes
7.	Grant-in-Aid to RPCB	Gr.Officer/ DS	Yes	Yes	Yes	Yes
8.	Issuing directions & sanctions under the provisions of the Environmental Acts, Rules & Notifications	Gr.Officer/ DS	Yes	Yes	Yes	Yes
9.	Public Complaints					
a	Lokayukt (i) Involving State Services	Gr.Officer/ DS	Yes	Yes	Yes	Yes
	(ii) Others	Gr.Officer/ DS	Yes			
b	Redressal of Public Grievances	Gr.Officer/ DS	Yes	Yes		Yes
c	Commission of Enquiry	Gr.Officer/ DS	Yes	Yes	Yes	Yes
d	Other Services	Gr.Officer/ DS	Yes	Yes		
10.	Inter State Matters and Matters relating to the Central Govt.	Gr.Officer/ DS	Yes	Yes	Yes	Yes

Note:-

- Any item not included in the above categories may be submitted to the Pr. Secretary and keeping in view the importance of the matters, to the Minister.
- Any item not in the above categories if submitted to Chief Minister will be routed through Additional Secretary/ Pr. Secretary, Environment / Addl. Chief Secretary, Environment / Hon'ble Minister of Environment.
- In absence of Principal Secretary, Environment, the cases will be disposed off by Addl. Chief Secretary, Environment.
- In absence of Addl. Secretary, Environment file should be directly put up to Principal Secretary, Environment.

(Ramlal Jat)

State Minister Environment & Forests