

Government of Rajasthan
Department of Environment and Climate Change

No. F.1(1)Env/84

Jaipur, Dated :

STANDING ORDER

In pursuance of Rule 21 of the Rules of Business and in supersession of all previous orders, I hereby direct that cases and matters relating to the Environment and Climate Change Department shall ordinarily be disposed of in the manner indicated below:-

S. N.	Items	To be examined and disposed of by		
		Officers	Officers	MoSE& CC
1.	Matters related to Policy, Act/Rules, Schemes, Projects including EAP to be decided by the State Government	AS/Sp. Secy	PS/AC S	Yes
2.	Budget announcements/ Governor's and Chief Minister's speech	AS/Sp. Secy	PS/AC S	Yes
3.	Cabinet note	AS/Sp. Secy	PS/AC S	MoS/CM
4.	Assembly questions, Assurances, Call attention motion, Reports & Recommendations of Legislature	AS/Sp. Secy	PS/AC S	Yes
5.	Creation of posts, Appointments, Postings, VRS, Re-employment, Confirmation, Promotion, Compulsory retirement, Service Rules, General conditions of service & disciplinary matters, Pension, Condonation break/deficiencies, Allowance and other Service Benefits and related representations	AS/Sp. Secy	PS/AC S	Yes
6.	Formulation of action plans and management plans	AS/Sp. Secy	PS/AC S	Yes
7.	Grant-in-Aid to RSPCB/ RSBDB/ Raj SWA	AS/Sp. Secy	PS/AC S	Yes
8.	Prosecution sanction/Permission under 17-A of PC Act	AS/Sp. Secy	PS/AC S	Yes
9.	State & Central Awards	AS/Sp. Secy	PS/AC S	Yes
10.	Foreign Training/ Higher Studies/ Research, Deputation of Foreign Services	AS/Sp. Secy	PS/AC S	Yes
11.	Budget & Proposals for new items & reappropriations, Purchases, Implementation & Review of Non-plan, Plan, CSS & EAP	AS/Sp. Secy	PS/AC S	Yes
12.	Issuing directions & sanctions under the provisions of the Environmental Acts, Rules & Notifications	AS/Sp. Secy	PS/AC S	Yes
13.	Parliamentary questions	AS/Sp. Secy	PS/AC S	-
14.	Hon'ble Governor's & Chief Minister's speech, Cabinet note.	AS/Sp. Secy	PS/AC S	-
15.	Audit Objections and Inspection Notes, Draft Paras	AS/Sp. Secy	PS/AC S	-

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16.	Sanction of Leave and Permission to travel outside State on duty, Nomination of Govt. representative to attend conference meeting on behalf of the Govt.	AS/Sp. Secy	PS/AC S	-
17.	Matters relating to appointment of Officer-In-Charge (OIC), Sanction of decretal amount	AS/Sp. Secy	PS/AC S	-
18.	Litigation matters, Statutory petitions to the Governor, Decision of Appeal/No-appeal through PLC & Law department, Interpretation & Implementation of Legal Provisions relating to Service Rules, LITES etc.	AS/Sp. Secy	PS/AC S	-

Note:-

- Any item not included in the above categories may be submitted to the ACS/Principal Secretary and keeping in view the importance of the matters, to the undersigned.
- Any item not in the above categories if submitted to Hon'ble Chief Minister will be routed through Principal Secretary/ACS to the undersigned.

(Handwritten Signature)
27/2/24

(Sanjay Sharma)

**Minister of State (Independent Charge),
Environment & Climate Change**

Copy forwarded to the following for information and further necessary action:-

1. Principal Secretary to the Governor, Rajasthan, Jaipur.
2. Additional Chief Secretary to the Hon'ble Chief Minister, Rajasthan, Jaipur.
3. Sr. DS to Chief Secretary, Government of Rajasthan, Jaipur.
4. DS to Addl. Chief Secretary, Forest, Government of Rajasthan, Jaipur.
5. PS to Principal Secretary, DOP, Government of Rajasthan, Jaipur
6. PS to Principal Secretary, ARD (Gr. VIII), Government of Rajasthan, Jaipur
7. PS to Principal Secretary, GAD, Government of Rajasthan, Jaipur
8. Chairman, Rajasthan State Pollution Control Board, Jaipur.
9. Chairman, Rajasthan State Bio-diversity Board, Jaipur.
10. PS to Special Secretary, Env. and Climate Change, Government of Rajasthan, Jaipur.
11. Guard File.

(Handwritten Signature)

**(Aparna Arora)
Additional Chief Secretary,
Environment and Climate Change**