

From

The Chief Administrator,
HUDA, Panchkula.

To

1. All the Administrators, HUDA.
2. All the Estate Officers, HUDA.
3. All the Superintending Engineers, HUDA.
4. All the Executive Engineers, HUDA.
5. All Branch Incharges of HUDA(HQ).

Memo No.EA-3-08/9122

Dated:27.03.2009

Subject:- Regarding personal appearance before the State Information Commission, Haryana, Chandigarh.

Please refer to the above noted subject.

It has been observed that different Estate Officers and also other officers are summoned by the State Information Commission, Haryana for personal appearance before it in connection with some matter under the RTI Act. The officers never intimate the Headquarters about their such appearances. This naturally causes great difficulties in disposal of official matters which require immediate contact with them.

It has, therefore, been decided that the officer who is summoned by the State Information Commission for personal appearance shall intimate this fact to the Headquarters in Dy.ESA Branch. The officer shall also intimate the reasons for personal appearance and the outcome of the proceedings of such appearance. This should be complied with strictly.

This has the approval of the Chief Administrator, HUDA.

Sd/-
(Maheshwar Sharma)
Secretary,
for Chief Administrator, HUDA,
Panchkula.

Endst.No.EA-3-08/9123

Dated:27.03.2009

A copy of the above is forwarded to the following for information and necessary action:-

1. PS/CA, HUDA for kind information of the Chief Administrator,HUDA
2. Dy.ESA, HUDA, Panchkula.

Sd/-
(Maheshwar Sharma)
Secretary,
for Chief Administrator, HUDA,
Panchkula.