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National Highways Authority of India
(Chairman's Secretariat)

Sub: Timely submission of information relating to VIP References - reg.

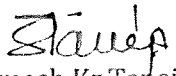
Reference is invited to Circular No. 11041/238/2007-Admn dated 14/7/2008 and Circular No.11041/3/2005-Admn dated 7.10.2009 and Circular of even number dated 29th March, 2011 where it was decided that concerned CGMs at HQ will be the Nodal Officers for VIP references pertaining to matters falling in their jurisdiction and Coordination Division was assigned the overall coordination for disposal of the VIP references.

It is observed that despite specific instructions on the subject, VIP references are not being disposed of in time. Chairman Office is getting reminders from the Ministry on several occasions.

Chairman has taken a serious view in the matter.

In order to give due importance and timely disposal of VIP references, etc., it has been desired by Chairman that concerned CGM will monitor & ensure timely disposal of the VIP references and Coordination Division will submit & circulate the pendency status on fortnightly basis to all the CGMs (Nodal Officers), concerned Members as also to Chairman office.

Apart from the above, in case any direct VIP references are received by the Technical Division, it will be the responsibility of the concerned CGMs that the same are replied well in time.


(Umesh Kr. Taneja)
PS to Chairman
14/9/2012

All CGMs at HQ

Copy to

1) All Members

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