



INDIAN COUNCIL OF MEDICAL RESEARCH
स्वास्थ्य अनुसंधान विभाग (स्वास्थ्य एवं परिवार कल्याण मंत्रालय)
DEPARTMENT OF HEALTH RESEARCH (MINISTRY OF HEALTH & FAMILY WELFARE)

वी. रामलिंगस्वामी भवन, अन्सारी नगर, पोस्ट बॉक्स 4911, नई दिल्ली-110 029
V.RAMALINGASWAMI BHAWAN, ANSARI NAGAR, POST BOX-4911, NEW DELHI-110029

संख्या 18/1/2017 प्रशासन-2

दिनांक 22.12.2017,

सेवा में,

निदेशक/प्रभारी निदेशक
परिषद के सभी स्थाई केन्द्र/संस्थान

Subject : Paper-less work for the interest of green environment and fast action in Government Offices-reg.

मुझे उपरोक्त विषय पर कार्यालय ज्ञापन संख्या एफ सं0 13011/02/2017-O&M, दिनांक 1.12.2017 जो कि कार्मिक, लोक शिकायत एवं पेंशन मंत्रालय, प्रशासनिक सुधार और सार्वजनिक शिकायतों का विभाग, नई दिल्ली से अनुलग्नक सहित प्राप्त हुआ है को सूचनार्थ एवं आवश्यक कार्रवाई हेतु भेजने का निदेश हुआ है।

भवदीय,

11/12/17

(भारत भूषण)
प्रशासन अधिकारी
कृते महानिदेशक

अनुलग्नक: उपरोक्त

प्रतिलिपि:-

- 1 निजी सचिव, महानिदेशक/ अपर महानिदेशक/वरि0 उपमहानिदेशक/वरि0 वित्त सलाहकार
- 2 तकनीकी प्रभागों के प्रमुख
- 3 निजी सचिव, उपमहानिदेशक
- 4 सहा. महानिदेशक (प्रशासन) (अ.ख.) / (आर.आर.) / वी के मेहता
- 5 प्रमुख (आई आर एस एम)- उपरोक्त कार्यालय ज्ञापन को आई.सी.एम.आर वेबसाइट पर डालने के लिए।

DG, ICMR
DIARY NO. 2330
DATE: 13/12/2017

F. No. 13011/02/2017-O&M
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Administrative Reforms & Public Grievances

5th Floor, Sardar Patel Bhavan, New Delhi.

Dated 1st December, 2017

OFFICE MEMORANDUM

Subject : Paper-less work for the interest of green environment and fast action in Government Offices- reg.

The undersigned is directed to enclose a copy of the ID Note No. 502/1/2/2016-CA.V dated 20.11.2017 from Cabinet Secretariat along with a letter from Shri Jivabhai Ambalal Patel, Ex- Member of Parliament (Lok Sabha) on the above subject.

2. In this regard, it is intimated that e-mail is a one of the modes of communication as provided in Para 49 of chapter VIII of Central Secretariat Manual of e-office Procedure. Messages received through e-mail are required to be replied to in the same form by the officer receiving the message or his/her subordinate.

3. All Ministries/Departments are requested to take necessary action in the matter.

Pl. send
2
DDG/
AD4(CA)

JJ(SM) / SDDS(A)
17/12/17
Mun

(Anurag Srivastava)
Deputy Secretary to the Govt. of India
Tel No. 23362325

STA 21/12/17

18/12/17

Dy. No. 1331
18/12/2017

AO (Admin-II)
SO (AD) JP
14/12/17
B
15/12/17

The Secretary,
Department of Health Research
ICMR, Ansari Nagar
Ring Road, New Delhi-49

20/11/17
21/11/17
E-5510

CABINET SECRETARIAT
RASHTRAPATI BHAWAN

2325 704 Section

22/11/17

The undersigned is directed to forward herewith, for action as appropriate, a copy each of the following communications: -

- DS PG (i) Email dated 03.11.2017, received from Shri S.C. Bardhan, IAS (Retd.) r/o New Delhi.
- na (ii) Letter dated 26.10.2017, received from Shri Jivabhai Ambalal Patel, Ex. M.P. (Lok Sabha) r/o Surat, Gujarat.

DS ARC - for putting up instructions or discuss if reqd

Encl: As above.

AK

(Richa Gaharwar)
Director
Tel. 23792018

D/o Administrative Reforms & PG [Shri K.V. Eapen, Secretary]
Cab.Sectt. I.D.No. 502/1/2/2016-CA. V dated 20.11.2017

AS (AR PG)

21/11/17

JS (Admn.)

21/11/17

World Food India 3-5Nov, 2017,Newdelhi,Function going on in Vigyan Bhawan, now

From : scbardhan@gmail.com

Fri, Nov 03, 2017 12:47 PM

Subject : World Food India 3-5Nov, 2017,Newdelhi,Function going on in Vigyan Bhawan, now

To : secyprg <secyprg@nic.in>

----- Original message -----

Subject: World Food India 3-5Nov, 2017,Newdelhi,Function going on in Vigyan Bhawan, now

From: scbardhan@gmail.com

From SCBardhan, IAS, rt,
M9212808390=NewDelhi. 03/11/17.

To,
Sri IJSingh, IAS,
AddlSecy,

C/O=Cabinet Secretary, GOI, New Delhi.

Dear Sri Singh,

Greetings.

The above conference is on now.

A perusal of the dignitaries on Dias shows the name of our Minister Ms Badal, but no designation is written there.

Designation PM is displaced, but name is missing.

Similarly for all on the Dias, names without designation. Many CMs are on the Dias with only names, no designation.

This is not in tune with office Protocol.

Live telecast on DD News being seen round the World, Billions are deprived from getting full info.

In all meetings, Confs etc Both Names and Designations should be displayed for all to know.

It is urged that necessary advisory should be issued on this matter to all Ministries. Please intimate action taken.

With warm wishes, SCBardhan

=====#====

Send from my vivo smart phone

3/11/17

25 action to be taken by CAB section?

24
3/11
US (Ad 2)

Not for Cab-Section
Mr Badal is Cab
Min. for FPI.

6/11/17

JG CA II pl

SS (Admin/Cabinet)

SS (H)

3/11/17
Dir (Admin)

US (CAD)

7/11/17
So/CA 51

Pl. Secy

US (MKES)

JIC (Admin)

Jivabhai Ambalal Patel

Ex. Member of Parliament - Lok Sabha (Mehsana)



16, Shivangi Bunglows, Near Gataway Hotel,
Parle Point, Surat- 395 007 Gujarat

Tel : 94280 09111, (0261) 6530478

E-mail : ja.patel@nic.in

CS-14327/17
31/4/17

Date: 26/10/17

The Cabinet Secretary
Government of India
New Delhi

Dear Sir,

I hope this letter will find you good health and spirits.

It is learnt that your good office is committed for paper-less work for the interest of green environment and fast action. No doubt your this action definitely will avoid cutting of trees, use of papers and save the trees and environment. Further the action and correspondence will become transparent. But at the same time while using communication through email, it has been observed that various Government Departments are not taking action on correspondence through email and not responding the emails. Therefore while implementing paperless work in Government offices; it should be instructed to all departments to access email and response timely.

Thanking you,

Yours truly,


(JIVABHAI PATEL)

31.10.17
JS (A/C)

9.11
02/11/17
for you pls
Dir (RC)

Ref
6/11

US (PO)
7/11/17

SoCC-21
SD
7/11/17