

Government of Himachal Pradesh  
Department of General Administration  
(Confidential & Cabinet)

NO.GAD-C-F(4)-2/2008-

Dated: Shimla-2, 25 February, 2010

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OFFICE ORDER

In pursuance of the decision taken in the COS meeting dated 24-10-2008 regarding fixing of time frame for disposal of applications/ requests for various services, the time frame for final disposal of the following received in the Department of General Administration at Government level is laid down as under:

Sr.No.	Type of Reference	Time frame
1.	(i) References where public interface is involved.  (ii) Complaints in writing or on e-mail.	Within 3 days
2.	References where Field Report or inquiry is required.	Within 15 days.

Secretary(GAD)to the  
Government of Himachal Pradesh  
Dated: Shimla-2, 25 February, 2010

Endst. NO.GAD-C-F(4)-2/2008-

Copy for information and necessary action to:

1. Principal Secretary(AR)to the Government of H.P. w.r.t. letter No.PER(AR)A(4)-3/2008, dated 31.10.2009.
2. Section Officer(GAD-A,B,C,D & E), H.P. Secretariat.

*Sharma*  
Special Secretary(GAD)to the  
Government of H.P.