CENTRE FOR GOOD GOVERNANCE
HCM RAJASTHAN STATE INSTITUTE OF PUBLIC ADMINISTRATION
Jawahar Lal Nehru Marg, Jaipur-302017 (Rajasthan)

Jaipur, Dated: 21.08.2017

E.12(1) CGG/CM Helpline/2017

All Additional Chief Secretaries/Principal Secretaries/Secretaries,
All Divisional Commissioners / All IG Rang Police,
All Head of Departments/ All District Collectors/ All SPs

Sub: Writing the responses and detailing of actions taken on grievances

please make it convenient to note that the actions taken by different officers on complaints registered on Help Line-181/ Sampark Portal should be mentioned in brief and supported by specific data and documents. It would be appropriate if actions are mentioned on bullet-point/ numbers giving details in chronological order. Facts mentioned in the action history should be duly verified before uploading on the portal.

Copy forwarded to:-
1. Secretary to CM (RPG)
2. Sr. Dy. Secretary to CS

Member Secretary

(Prashant Verma)
Member Secretary