

No. H. 12020/1/89/DPAR/CCD(1)
GOVERNMENT OF PUDUCHERRY
CONFIDENTIAL AND CABINET DEPARTMENT

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Puducherry, dated 30.07.2024.

C I R C U L A R

Sub: Legislative Assembly – Instructions regarding handling of
Assembly questions.

The following instructions may be scrupulously followed in handling of
Assembly questions.

- i. Notices of Assembly questions received by the Department/Section would not be returned in any case for re-marking to some other Section or transfer to any other Department/Ministry.
 - ii. The Wing dealing with part(a) of the Assembly Question will prepare the reply for the entire question by collecting information from other Wings. In case part (a) of the question is of general nature and does not pertain to any particular Wing then the Wing dealing with other parts will reply to the question.
 - iii. On receipt of provisionally admitted notices, if Wings desire to transfer the question, they will take action immediately to transfer the question directly, to whom they desire to transfer and copy will be endorsed to the Assembly Secretariat.
 - iv. Transferring the question at last moment or after admission to some other Section/Department may also be avoided and reply of the question in this case may be prepared by collecting information/draft reply.
2. Further, final reply of the question should reach the Assembly Secretariat **two days before the question day.**

Dr. SHARAT CHAUHAN, I.A.S
CHIEF SECRETARY TO GOVERNMENT

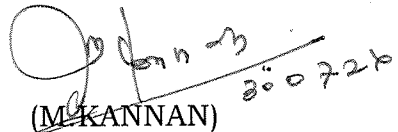
To

1. The Development Commissioner-cum- Secretary/ Commissioner-cum-Secretaries/All Secretaries / Special Secretary to Government, Puducherry.
2. The Private Secretary to Lieutenant Governor, Puducherry.
3. The Special Resident Commissioner – Pondicherry Govt. Guest House, New Delhi.
4. All Secretariat Departments / Heads of Departments / Offices.
5. The Collector, Puducherry / Karaikal.
6. The Regional Administrator, Mahe / Yanam.

Copy to:

1. The Secretary, Legislative Assembly Secretariat, Puducherry.
2. The Officer on Special Duty to Chief Minister/The Private Secretary to Speaker, Puducherry.
3. The Private Secretary /OSD to all Ministers, Puducherry.
4. The Senior P.A. to Deputy Speaker, Puducherry.
5. The Jr. P.A. to Parliamentary Secretary to Chief Minister / Government Whip, Puducherry.
6. The Private Secretary to Chief Secretary, Chief Secretariat, Puducherry.

/ BY ORDER /


(M. KANNAN)

UNDER SECRETARY TO GOVERNMENT