CIRCULAR

Subject:

Filing of Written Statements/affidavits/counters etc. well within the given time frame – CWP No. 15988 of 2013 Court on its own Motion Vs. State of Punjab and Haryana.

Refer to Memo. No. 62/42/2013-6GSI dated 18/9/2013 issued by the Chief Secretary to Govt. Haryana and DO No. 916 dated 4/6/2015 issued by the undersigned to the Chief Secretary to Govt. Haryana on the subject cited above.

As you are aware that notices are issued by the Hon'ble High Court in Writ Petitions and Contempt Petitions etc. to file written statement/reply atleast seven/three days before date of hearing. However, the officials of the department come to this office for vetting/drafting of the reply/affidavit/counter etc. very late and sometimes just 2-3 days before the date fixed and that too without complete records of the case, resulting in non-filing of reply/written statement/affidavit within the stipulated period. Due to above in-action on the part of the officials concerned, the Hon'ble Benches becomes annoyed that the orders passed by the Hon'ble Courts are not being complied with in time and consequently costs and sometimes heavy costs are imposed upon the State. Under these circumstances, DO under reference has been issued by the undersigned to the Chief Secretary to Govt. Haryana (photo copy enclosed) and in turn the Chief Secretary to Government Haryana has already issued a circular in this regard.

In view of the above the OSD/Ad.O/Superintendents/Deputy Superintendents and other Branch Incharges of the office are directed to record complete information/proceedings pertaining to the cases, being sent by the departments for vetting etc., in the following manner, with immediate effect:-

1.	Name of Officers/officials with: Mobile/contact No.
2.	Case No. & title:
3.	Name of department:
4.	Date of receipt of notice/summons By the department:
5.	Date and time of receipt of case in this office.
3.	Next date of hearing:
7.	Nodal Officer of department Concerned and Mob/contact No.

(Baldev Raj Mahajan) (Baldev Raj Mahajan) (Baldev Raj Mahajan)

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