

No.A-65011/32/2015-P.II(Pt.)
Government of India
Ministry of Environment Forests and Climate Change
(P.II Section)

Prithvi Block, 1st Floor,
Indira Paryavaran Bhawan,
Jor Bagh Road, Aliganj,
New Delhi-110003

Dated: 8th November, 2017

OFFICE ORDER

Subject; Implementation of Link Officers' arrangement in MoEF&CC

Ministry has issued Link Officers' arrangement for disposal of files. However, it has been observed that during the absence from headquarters of Officers owing to official tour or otherwise, the files marked to the concerned Officer are not forwarded to the Link Officer. It is also possible that the files are not received by the Office of the itinerant Officer on the ground that he/she is on tour/leave. Due to this practice, considerable delays occur in disposal of the files.

2. It is reiterated that the provision of Link Officer has been made precisely to address the above situation. Hence, it may be ensured that during the absence of officers, the files may be disposed of through Link Officer and return of the officer may not be awaited.

3. This has approval of the Competent Authority.


(C.S. Thakur) 8/11/17

Under Secretary to the Govt. of India

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