

Chandigarh Right to Service Commission  
(Chandigarh Administration)

Diary No. 4236

Date 01/12/2020

Nagar Yojana Bhavan, C-Wing, Sector 18-A, Madhya Marg, Chandigarh -160018

Phone No. 0172-5171500, 2700018, email - chd.rtsc@chd.nlc.in

website: rtsc.chd.gov.in

To 1094  
07/12/2020

No:- MS/CRTSC/2020/198-199  
Dated:- 27-11-2020

The Labour Commissioner  
U.T., Chandigarh

PA/FILED 1989

Dated 02.12.2020

- 2 The Director Agriculture  
U.T., Chandigarh
- 3 The Commissioner  
Excise & Taxation Department  
U.T., Chandigarh
- 4 The Director Food & Supplies and  
Consumer Affairs & Legal Metrology  
U.T., Chandigarh
- 5 The Director AYUSH  
Chandigarh Administration
- 6 The Chief Conservator of Forests  
U.T., Chandigarh
- 7 The Senior Superintendent of Police  
U.T., Chandigarh
- 8 The Director (Transport) and  
Divisional Manager (CTU)  
Chandigarh Administration
- 9 The Director  
Social Welfare  
Chandigarh Administration
- 10 The Managing Director  
Women and Child Development  
Chandigarh Administration
- 11 The Managing Director  
Scheduled Castes, Backward Classes & Minorities  
Financial & Development Corporation Limited
- 12 The Director Higher Education  
U.T., Chandigarh
- 13 The Director School Education  
U.T., Chandigarh
- 14 The Director Sports  
U.T., Chandigarh

DNE
JDA
DC (F&A)
SLO

31/12/20  
Ad. VJ

2-12-2020

~~DECS~~  
ACCP & A

CAd

Immediate Action  
Please ensure its  
Compliance

31/12/20

37/12  
Ad. VJ

- 15 The Director  
Animal Husbandry & Fisheries,  
U.T., Chandigarh
- 16 The Secretary  
State Transport Authority  
Chandigarh Administration  
U.T., Chandigarh
- 17 The Zila Sainik Welfare Officer  
U.T., Chandigarh
- 18 The Director  
PEC, U.T., Chandigarh
- 19 The Director Health & Family Welfare  
Chandigarh Administration
- 20 The Director Principal  
GMCH- 32  
Chandigarh
- 21 The Chief Architect  
Urban Planning  
U.T., Chandigarh
- 22 The Chief Engineer  
U.T., Chandigarh
- 23 The Regional Employment Officer  
Regional Employment Exchange  
U.T., Chandigarh

ADD
DC (L&A)
STO

Subject: Display of information on the website of the Department

Sir/Madam,

In continuation of Commission's letter no. 196-197 dated 22.10.2020 (copy enclosed), I am directed to state that Rule 8 of the Chandigarh Right to Service Rules provides as under:-

- (i) *All information relating to the various public services, their time-limits, application forms and the requisite documents, shall put on the official website(s) and also, if feasible, outside the offices or at any other conspicuous place in the office area, by the respective departments.*
- (ii) *In the event of non-display of such information in the public domain, the Second Appellate Authority or the Commission shall be competent to initiate appropriate action against the concerned Designated Officer.*



2. In view of above, it is requested that you may kindly direct all the Designated Officers working under your administrative control and all other concerned officers to comply with the above Rule provisions of the Chandigarh Right to Service Rules, 2019

3. After the requisite information relating to public service is uploaded on the website of the department and/or signboards, a compliance report may kindly be sent to the Commission, latest by 15<sup>th</sup> of December, 2020

Thanking you,

Yours faithfully

(Uma Shankar Gupta, PCS)  
Member- Secretary

Copy is forwarded to all Principal Secretaries/Secretaries/ Spl. Secretaries, Chandigarh Administration for their kind information.

(Uma Shankar Gupta, PCS)  
Member- Secretary

**DIRECTORATE OF HIGHER EDUCATION  
CHANDIGARH ADMINISTRATION  
(ADMINISTRATION BRANCH)  
Additional, Deluxe Building, 1<sup>st</sup> Floor,  
Sector-9, Chandigarh -160009**

Endst No 1094-DHE-UT-AD.II-26(40)16

Dated: 14/12/2020

A Copy is forwarded to the following to download the 03 notification (as mentioned in letter) from the Commission's website i.e rtsc.chd.gov.in and to upload the same on the respective official websites or signboards of your concerned institution and send a compliance report to this office immediately for onward transmission to the commission.

1. The Director, Regional Institute of English, Sector-32, Chandigarh.
2. The Director, State Council of Educational Research and Training, Sector-32, Chandigarh
3. The Principal, Govt. Home Science College, Sector-10, Chandigarh
4. The Principal, PG. Govt. College for Boys, Sector-11, Chandigarh.
5. The Principal, PG. Govt. College for Girls, Sector-11, Chandigarh
6. The Principal, Govt. College of Education, Sector-20, Chandigarh.
7. The Principal, Govt. College of Yoga and Health Education, Sec-23, Chd.
8. The Principal, PG Govt. College for Girls, Sector-42, Chandigarh
9. The Principal, PG Govt. College, Sector-46 Chandigarh
10. The Principal Govt. College of Commerce & Business Administration, Sector 50, Chd.
11. The District Education Officer, UT, Chandigarh (for DEO Office as well as for all Govt. Schools)

For O/o Superintendent (Admn.)  
Assistant Controller (F&A) (c).  
Director Higher Education,  
Chandigarh Administration

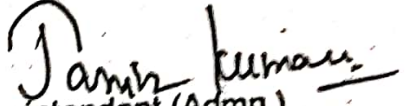
**DIRECTORATE OF HIGHER EDUCATION  
CHANDIGARH ADMINISTRATION**  
(ADMINISTRATION BRANCH)  
Additional Deluxe Building, 1<sup>st</sup> Floor,  
Sector-9, Chandigarh -160009

Dated: 14/12/2020

Endst No 1094-DHE-UT-AD.II-26(40)16

A Copy alongwith letter dated 22.10.2020 is forwarded to the following to download the 03 notification (as mentioned in letter) from the Commission's website i.e rtsc.chd.gov.in and to upload the same on the respective official websites or signboards of your concerned institution and send a compliance report to this office immediately for onward transmission to the commission.

1. The Principal, DAV College, Sector-10, Chandigarh
2. The Principal, Shri Guru Gobind Singh College, Sector-26, Chandigarh
3. The Principal, Guru Gobind Singh College of Women, Sector-26, Chandigarh
4. The Principal, GGSDS College, Sector-32, Chandigarh
5. The Principal, MCM DAV College for Women, Sector-36, Chandigarh
6. The Principal, Dev Samaj College of Education, Sector-36 B, Chandigarh
7. The Principal, Dev Samaj College for Women, Sector-45, Chandigarh

  
For O/o Superintendent (Admn.)  
Assistant Controller (F&A) (C),  
Director Higher Education,  
Chandigarh Administration



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**Chandigarh Right to Service Commission**  
(Chandigarh Administration)

Nagar Yojana Bhavan, C-Wing, Sector 18-A, Madhya Marg, Chandigarh -160018  
Phone No. 0172- 5171500, 2700018 email: chd.rtsc@chd.nic.in  
website: rtsc.chd.gov.in

No. MS/CRTSC/2020/ 196-197

Dated:- 22/10/2020

To

- 1 The Commissioner  
Municipal Corporation,  
Chandigarh
- 2 The Deputy Commissioner  
U.T., Chandigarh
- 3 The Estate Officer  
U.T., Chandigarh
- 4 The Deputy Commissioner  
(Registering & Licensing Authority)  
U.T., Chandigarh
- 5 The Labour Commissioner  
U.T., Chandigarh
- 6 The Director Agriculture  
U.T., Chandigarh
- 7 The Commissioner  
Excise & Taxation Department  
U.T., Chandigarh
- 8 The Director Food & Supplies and  
Consumer Affairs & Legal Metrology  
U.T., Chandigarh
- 9 Chief Executive Officer  
Chandigarh Housing Board  
Chandigarh
- 10 The Director AYUSH  
Chandigarh Administration  
*chief*
- 11 The Conservator of Forests  
U.T., Chandigarh
- 12 The Senior Superintendent of Police  
U.T., Chandigarh
- 13 The Director (Transport) and  
Divisional Manager (CTU)  
Chandigarh Administration



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- 14. The Director  
Social Welfare  
Chandigarh Administration
- 15. The Managing Director  
Women and Child Development  
Chandigarh Administration
- 16. The Managing Director  
Scheduled Castes, Backward Classes & Minorities  
Financial & Development Corporation Limited
- 17. The Director Higher Education  
U.T., Chandigarh
- 18. The Director School Education  
U.T., Chandigarh
- 19. The Director Sports  
U.T., Chandigarh
- 20. The Director  
Animal Husbandry & Fisheries  
U.T., Chandigarh
- 21. The Secretary  
State Transport Authority  
Chandigarh Administration  
U.T., Chandigarh
- 22. The Zila Sainik Welfare Officer  
U.T., Chandigarh
- 23. The Director  
PEC, U.T., Chandigarh
- 24. The Director Health & Family Welfare  
Chandigarh Administration
- 25. The Director Principal  
GMCH- 32  
Chandigarh
- 26. The Chief Architect  
Urban Planning  
U.T., Chandigarh
- 27. The Chief Engineer  
U.T., Chandigarh
- 28. The Regional Employment Officer  
Regional Employment Exchange  
U.T., Chandigarh



Subject: Notification of the Public Services: Follow-up action for implementation of the Right to Service Act

Sir/ Madam,

I am to invite your kind attention to the Chandigarh Administration's Notification No.28/67/1IH (11)-2020/10872 dated 08.10.2020 whereby 486 public services being provided by 28 departments of the Administration have been brought within the purview of Right to Service Act in the UT of Chandigarh. The said notification also includes detail with regard to names of the services, the designated officers who shall be responsible for providing these services and the first & second appellate authorities before whom citizens can file appeal against the designated officer if the service is not provided within the given time limit or is deficient in any manner.

2. With the notification of the public services, the Right to Service Act has become fully operational in the UT of Chandigarh, this means that now public have got a right to get these services within the given time limits, and if a government official does not provide any of these services within the stipulated time limit, he/she can be held accountable for the same. For any lapses in this regard, not only penalty can be imposed, but disciplinary action can also be initiated against him/her.

3. I am further to say that as per provisions of Section 11 of the Right to Service Act as well as Rule 8 of the Chandigarh Right to Service Rules 2019, it is mandatory for all the departments to upload the list of public services notified by the Chandigarh Administration (Notification No. 28/671-IH(11)-2020/10872 dated 08.10.2020) on their official websites. In this regard, it may be worth-adding that for facilitation of the public, copy of the Right to Service Act (Government of India, Ministry of Home Affairs Notification No. GSR 1015(E) dated 14<sup>th</sup> August, 2017) as well as the Chandigarh Right to Service Rules 2019 (Chandigarh Administration's Notification No. 28/67/1IH(11)-2019/15461 dated 11.10.2019) may also be uploaded on the websites.




4. In view of the above, it is requested that copies of all the above mentioned 03 notifications may be downloaded from the Commission's website: rtsc.chd.gov.in by all the departments and thereafter uploaded on their respective official websites.

5. This issues with prior approval of the Commissioner, Chandigarh Right to Service Commission.

Yours faithfully

  
/s/ (Uma Shankar Gupta, PCS)  
Member-Secretary

Copy is forwarded to all the Principal Administrative Secretaries/ Secretaries, Chandigarh Administration for kind information and necessary action.

  
/s/ (Uma Shankar Gupta, PCS)  
Member-Secretary