nsoh vfgY;k fo'ofo|ky; bUnkSj

lwpuk dk vf/kdkj vf/kfu;e] 2005 ds varxZr
gLr&iqfLrdk

Hand book under
Right to Information Act, 2005

C/P/SUCHNA ADIKAR/1

fo"k; lwph

Øekad	v/;k; dk uke	i"B Øekd
1.	v/;k;&1 iLrkouk Introduction	
2.	v/;k;&2 lxBu dh fof'kf"V;k ÑR; ,o drO; Particulars of Organization, Functions and Duties	
3.	v/;k;&3 vf/kdkfj;k vkj depkfj;k dh 'kfä;k ,o drO; Powers and Duties of Officers and Employees	
4.	v/;k;&4 ÑR;k d fuokgu gr fu;e] fofu;e] vun'k] funf'kdk vkj vfHky[k Rules, Regulations, Instructions, Manual and Records, for Discharging Functions	
5.	v/;k;&5 uhfr fu/kkj.k o dk;Uo;u d lc/k e turk ;k tu&ifrfu/kh l ijke'k d fy; cuk;h x;h O;oLFkk dk fooj.k Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof	
6.	v/;k;&6 ykd ikf/kdkjh d ikl ;k mud fu;=.k e miyC/k nLrkotk dk ioxk ¼categories½ d vulkj fooj.k A statement of the categories of documents that are held by it or under its control	
7.	v/;k;&7 ckM] ifj"knk] lfefr;k ,o vU; fudk;k dk fooj.k A statement of boards, council, committees and other bodies constituted as its part	
8.	v/;k;&8 ykd lpuk vf/kdkfj;k d uke] inuke ,o vU; fof'kf"V;k The names, designations and other particulars of the Public Information Officers	
9.	v/;k;&9 fu.k; yu dh ifØ;k Procedure followed in Decision Making Process	
10.	v/;k;&10 vf/kdkfj;k vkj depkfj;k dh funf'kdk Directory of Officers and Employee	
11.	v/;k;&11 iR;d vf/kdkjh vkj depkjh }kjk ekfld ikfjJfed vkj mld fu/kkj.k dh i)fr The Monthly Remuneration Received By Each of its Officers and employees, Including the System of Compensation as Provided in Regulations	

12.	v/;k;&12 iR;d vfHkdj.k dk vkofVr ctV ¼lHkh ;kstukvk] O;; iLrkok rFkk /ku forj.k dh lpuk½ The Budget Allocated to each Agency (Particulars of all plans, proposed expenditure and reports on disbursement made)	
13.	v/;k;&13 vunku@jkT; lgk;rk dk;Øek d fØ;kUo;u dh jhfr The Manner of Execution of Subsidy Programmes	
14.	v/;k; & 14 fj;k;rk] vuKki=k rFkk ikf/kdkjk d ikflrdrkvk d lc/k e fooj.k Particulars of Recipients of Concessions, permits or Authorization granted by it	
15.	v/;k; & 15 dR;k d fuogu d fy, LFkkfir ekud@fu;e Norms set by it for the discharge of its functions	
16.	v/;k; & 16 byDVkfud #i e miyC/k lpuk; Information available in an electronic form	
17.	v/;k; & 17 lpuk iklr dju d fy, ukxfjdk dk miyC/k lfo/kkvk dk fooj.k Information available in an electronic form	
18.	v/;k;&18 vU; mi;kxh tkudkfj;k Other Useful Information	

v/;k; & 1
iLrkouk

Chapter 1
Introduction

1-1 di;k gLrifLrdk dh i"B Hkfe ij idk'k Mky ¼lpuk dk vf/kdkj vf/kfu;e] 2005½

fof/k ,o U;k; e=ky;] Hkkjr ljdkj }kjk fnukd 12-10-2005 l lpuk dk vf/kdkj vf/kfu;e ykx fd;k x;k g ftld ifji{; e bl ifLrdk e noh vfgY;k fo'ofo|ky;] bUnkj dh fofHkUu xfrfof/k;k dk /;ku e j[kr g, lpuk, lfEefyr dh xb gA

1-2 gLrifLrdk dk mnn';A

bl ifLrdk dk mnn'; noh vfgY;k fo'ofo|ky; bUnkj dk ifjp; nuk g A tu lkekU; dh nf"V l ;fn dkb mi;kxh tkudkjh pkgh tkrh g rk ml ifjpk;kRed :i l ble n'kk;k x;k g] vFkkr fdlh fo"k; dk 'kh"kd n[k dj mldh tkudkjh iklr dju gr vkonu fn; tk ld] bl /;ku e j[kr g, ;g gLrifLrdk cuk;h x;h gA

1-3 ;g ifLrdk fdu 0;fDr;k@lLFkkuk@lxBuk bR;kfn d fy, mi;kxh gA

;g ifLrdk ie[k :i l fo|kfFk;k] mud vfHkHkkodk] fo'ofo|ky; d vf/kdkjh@depkjh@f'k{kdk ,o f'k{kk d {k= e dk; dju oky fofHkUu 'kkldh; ,o v'kkldh; lxBuk d fy, mi;kxh gA

1-4 gLr ifLrdk dk ik:iA

ifLrdk dk 18 v/;k;k e foHkkftr fd;k x;k g vkj iR;d v/;k; e mld 'kh"kd dh xfrfof/k;k dk fooj.k fn;k x;k gA

1-5- ifjHkk"kk, ¼dlk;k gLrifLrdk e i;kx dh x;h 'kCnkoyh dk ifjHkkf"kr dj½A

ifLrdk e mYyf[kr 'kCnkoyh dk vk'k; ogh g tk e/;in'k fo'ofo|ky; vf/kfu;e 1973 rFkk ifjfu;e vkj v/;kn'kk e mYyf[kr g A

1-6- gLr ifLrdk e lfEefyr fo"k;k d lc/k e foLrr tkudkjh rFkk vU; tkudkfj;k d fy, lid 0;fDrA

dylfpo] noh vfgY;k fo'ofo|ky; bUnkj
njHkk"k Øekd & ¼0731½ 2527532
QDl & 0731&2529540
oc lkbV & www.dauniv.ac.in

1-7 gLrifLrdk e miyC/k tkudkjh d vfrfjDr lpuk iklr dju dh fof/k ,o 'kYdA

tkudkjh iklr dju d ifØ;k ogh jgxh tk jkT; 'kklu }kjk le;≤ ij fu/kkfjr dh tk, A 'kYd ogh n; gkxk tk jkT; 'kklu fu/kkfjr dj A ifØ;k rFkk 'kYd 'kklu d vkn'kk d rgr ifjoruh; jgxk A

v/;k;&2 ¼euqvy & 1½
lxBu dh fof'kf"V;k dR; ,o drO;

Chapter- 2 (Manual-1)
Particulars of Organization, Functions and Duties

2-1 ykd ikf/kdj.k d mnn';

noh vfgY;k fo'ofo|ky; bnkj dh LFkkiuk o"k 1964 e dh xb Fkh A mPp f'k{kk dh fofHkUu 'kk[kkvk dh f'k{k.k dh 0;oLFkk djuk rFkk xo'k.kk dk; rFkk Kku dk vfHko/ku vkj ipkj djuk fo'ofo|ky; dh LFkkiuk dk e[; mnn'; g A

2-2 ykd ikf/kdj.k dk fe'ku@fotu

mPp x.koRrk dh fer0;;h vkj lyHk jktxkj eyd ,o 0;olk;kUe[kh vk/kfud oKkfud rduhdh mPp f'k{kk inku djuk gh bl fo'ofo|ky; dk fe'ku gA

2-3 ykd ikf/kdj.k dk lf{klr bfrgkl vkj bld xBu dk ilx

ikjkf.kd ,o ,frgkfld i"BHkfe ,o ijEijkvk l ifji.k ekyok d dUnLFky e fLFkr bUnkj uxj fofHkUu {k=k e viuh xkjoi.k miyfC/k;k d fy, fo[;kr gA bUnkj e mPp f'k{kk dh mTtoy ijEijk jgh gA gkYdj jkT; d nkjku l ;gk fo'ofo|ky; dh LFkkiuk d i;Ru fd; tkr jg A oreku fo'ofo|ky; dh LFkkiuk bUnkj fo'ofo|ky; vf/kfu;e] 1963 d }kjk lu 1964 e dh xb Fkh A 1982 l ikrh Lej.kh; i.; lfyyk noh vfgY;k ckb gkYdj d ifr J/nk ,o lEeku d irhd Lo:Ik bldk uke **Þnoh vfgY;k fo'ofo|ky; bUnkjÞ** gk x;k gA

fo'ofo|ky; d {k=kf/kdkj e bUnkj fty d vfrfjDr [kjxku] /kkj] >kcvk] cMokuh ,o cjgkuij fty e fLFkr egkfo|ky; lEc/nrk ikIr gA u'kuy ,lleV ,.M ,ØfM,'ku dkfly u fo'ofo|ky; dk mPp f'k{kk d ekudk e miyfC/k;k d vk/kkj ij pkj flrkjk (Four Star) ntk fn;k g A

2-4 ykd ikf/kdj.k d dr0;

x.koRrk ;Dr mPp f'k{kk o 'kk/k dh xfrfof/k;k dk fofu;fer djuk bl fo'ofo|ky; dk ie[k dr0; gA

2-5 ykd ikf/kdj.k d e[; dR;

fo'ofo|ky; d e[; dk; fuEukulkj g %&

1- fo|k dh ,lh 'kk[kkvk e] ftUg fo'ofo|ky; le;≤ ij vo/kkfjr dj] f'k{k.k d fy, 0;oLFkk djuk vkj xo"k.kk dk; rFkk Kku d vfHko/ku ,o ipkj d fy, 0;oLFkk djukA
2- mu 0;fDr;k dk] tk fo'ofo|ky; d lnL; u gk] f'k{k.k ftld vUrxr vkr g i=kpkj rFkk ,l vU; ikB;de] ftUg fd og vo/kkfjr dj] nu d fy, 0;oLFkk djukA
3- v/;kiu rFkk xo"k.kk d fy, fo'ofo|ky; dh i;kx'kkykvk] iLrdky;k] lxgky;k rFkk vU; lktlTtk dk vk;ktu djukA

4- egkfo|ky;k] v/;kiu&foHkkxk] ik/;;u dUnk] v/;;u dUnk rFkk Nk= fuoklk dk LFkkfir djuk] l/kkfjr djuk rFkk mudk ic/k djukA

5- ¼d½ vf/kfu;e d micU/kk d v/khu vkpk; in] mikpk; ik/;kid rFkk fo|k lc/kh dkb vU; in ;k dkb vU; v/;kiu in] tk fd fo'ofo|ky; }kjk vif{kr gk]lfLFkr djuk vkj ,l ink ij 0;fDr;k dk fu;Dr djukA

¼[k½ mu 0;fDr;k dk tk fdlh vU; fo'ofo|ky; ;k lxBu e dk; dj jg gk] fo'ofo|ky; d v/;kid d :i e fufofn"B dkykof/k d fy, fu;Dr djukA

6- v/;kidk dk bl :Ik e ekU;rk nuk fd o egkfo|ky; e f'k{k.k nu d fy, vfgr gA

7- fdlh fo"k; e i[;kr 0;fDr;k dk bl i;ktu l ekU;rk nuk fd o ml fo"k; e xo"k.kk d lc/k e iFk in'ku djA

8- fofHkUu ijh{kkvk d fy, f'k{k.k&Øe vf/kdfFkr djukA

9- mikf/k;k] mikf/ki=] iek.k&i= rFkk fo|k lc/kh vU; fof'"Brk; lfLFkr djukA

10- ijh{kkvk] eY;kdu ;k tkp dh fdlh vU; i/nfr d vk/kkj ij mikf/k i= ;k iek.k&i= nuk vkj mikf/k;k rFkk fo|k lc/kh vU; fof'k"Vrk; inku djukA

11- ,lh 'krk d] tlh fd fo'ofo|ky; vo/kkfjr dj] v/;/khu jgr g, ijh{kkvk] eY;kdu ;k tkp dh fdlh vU; Ik)fr d vk/kkj ij mikf/k Ik= nuk vkj mikf/k;k rFkk fo|k lc/kh vU; fof'k"Vrk; inku djuk A

12- mu 0;fDr;k dk] ftUgku v/;kn'kk e vf/kdfFkr 'krk d v/khu xo"k.kk dk; fd;k gk] mikf/k lc/kh vU; fof'k"Vrk, inku djuk]

13- mikf/k;k] mikf/ki=k] iek.k Ik=k rFkk fo|k lc/kh vU; fof'k"Vrkvk dk mfpr rFkk Ik;kIr dkj.k l iR;kgj.k djuk]

14- vuekfnr 0;fDRk;k dk ifjfu;ek e fofgr dh xb jhfr e lEekfud mikf/k;k ;k fo|k lc/kh vU; fof'kf"Vrk, inku djuk]

15- ,l 0;fDr;k d fy; tk fo'ofo|ky; d fo|kfFk;k d :Ik e ukekfdr u gk] rk ,l 0;k[;kuk rFkk f'k{k.k dh 0;oLFkk djuk vkj mUg ,l mikf/ki= rFkk iek.k Ik= inku djuk tl fd fo'ofo|ky; vo/kkfjr dj]

16- ml jhfr e rFkk mu 'krk d v/khu] tk ifjfu;ek ;k v/;kn'kk }kjk fofgr dh xb gk] mu egkfo|ky;k dk] tk fo'ofo|ky; }kjk l/kkfjr u gk] viu fo'k"kkf/kdkj nuk] bu leLr fo'k"kkf/kdkjk dk ;k mue l fdlh Hkh fo'k"kkf/kdkj dk iR;kgj.k djuk vkj egkfo|ky;k dk ic/k xg.k djuk]

17- fo'ofo|ky; d fdlh v/;kiu foHkkx] ik/;;u dUn ;k egkfo|ky; dk Lo'kklh egkfo|ky; d :Ik e ?kkf"kr djuk ¼

18- fo'ofo|ky; }kjk ekU; egkfo|ky;k rFkk lLFkkvk e v/;kiu rFkk xo"k.kk dk; dk lpkyu djuk] leUo; djuk] fofu;eu djuk rFkk fu;=.k djuk]

19- ifjfu;ek rFkk v/;kn'kk e fofgr dh xb jhfr e mu Nk= fuokl k dk tk fo'ofo|ky; }kjk l/kkfjr u gk] ekU;rk nuk rFkk fdlh ,lh ekU;rk dk iR;kgj.k djuk]

20- egkfo|ky;k rFkk ekU;rk ikIr lLFkkvk dk fujh{k.k djuk rFkk ;g lfuf'pr dju d fy; mik; djuk fd mue f'k{k.k v/;kiu rFkk if'k{k.k dk mfpr Lrj cuk; j[kk tkrk g]

21- lekt d detkj oxk d rFkk fof'k"Vr% vulfpr tkfr;k rFkk vulfpr tutkfr;k d 'k{kf.kd fgr dk fo'k"k lrdrk d lkFk liofrr djuk A

22- fo'ofo|ky; d v/;kidk rFkk io Nk=k d fy; iu%l|d ikB;Øek ¼fjQ'kj dkll½ rFkk vodk'k ikB;Øek ¼od'ku dkll½ dh lfo/kk, nuk]

23- ,lh jhfr e rFkk ,l i;ktuk d fy;] ftUg@ftl fd fo'ofo|ky; vo/kkfjr dj vU; fo'ofo|ky;k rFkk ikf/kdkfj;k d lkFk lg;kx rFkk lgdkj djuk]

24- Lor% gh ;k vU; fo'ofo|ky;k ;k jkT; ljdkj ;k l?k ljdkj d lg;kx l fgUnh d v/;;u d lEoru rFkk fodkl d fy; mik; djuk]

25- **fuEufyf[kr dk fy;s 0;oLFkk djuk %&**
¼d½ cfgorh ¼,DlVkE;jy½ v/;kiu rFkk foLrkjh lok]
¼[k½ lk=kpkj ikB;Øe
¼x½ 'kkjhfjd if'k{k.k]
¼?k½ [kyk rFkk 0;k;ke lc/kh fØ;kdyki]
¼M½ lekt lok Ldhe]
¼p½ jk"Vh; dMV dkj]
¼N½ fo|kFkh l?k]

26- mu lokvk d fy; tk l?k ;k jkT; ljdkj d v/khu gk ifr;kxh ijh{kkvk l lcf/kr if'k{k.k dh rFkk vU; if'k{k.k dh] tk jk"Vh; fodkl e lgk;d gk] 0;oLFkk djuk]

27- **fuEufyf[kr dk lfLFkr djuk rFkk mudk ic/k djuk %&**
¼d½ lpuk C;jk]
¼[k½ fu;ktu C;jk] vkj
¼x½ en.k rFkk idk'ku foHkkx vkj vuokn C;jk A

28- fo'ofo|ky; d fo|kfFk;k d fuokl] vkpj.k rFkk vu'kklu dk lk;o{kd rFkk fu;=.k djuk vkj mud LokLF; ,o lkekU; dY;k.k e vfHkof) dju d gr bUrtke djuk]

29- i'kklfud] fyfid oxh; rFkk vU; vko';d ink dk ltu djuk rFkk mu ij fu;fDR;k djuk]

30- fo'ofo|ky; d orfud vf/kdkfj;k] v/;kidk rFkk vU; depkfj;k ij ifjfu;ek rFkk v/;kn'k d vulkj fu;=.k djuk]

31- U;klk rFkk foU;klk ¼,.MkmeVl½ dk /kkj.k djuk vkj mudk ic/k djuk rFkk v/;rkofRr;k ¼Qykf'kll½ Nk=ofRr;k] Nk= lgk;rk ofRr;k ¼,Xthfo'kUl½] othQ ¼oljht½] ind ,o vU; ijLdkj lfLFkr inku djuk]

32- lnu rFkk vunku ikIr djuk vkj bl vf/kfu;e d mic/kk d vulkj fuf/k;k fofufgr djuk]

33- jkT; ljdkj d io vueknu l fo'ofo|ky; d i;ktuk d fy; fo'ofo|ky; lifRr dk ifrHkfr ij /ku m/kkj yuk]

34- fo'ofo|ky; e io'k lc/kh ekin.M] ftud vrxr ijh{kk] eY;kdu ;k tkp dh dkb vU; lk)fr vkrh g] vo/kkfjr djuk]

35- L=h fo|kfFk;k dh n'kk e ,l fo'k"k bUrtke djuk ftUg fd fo'ofo|ky; okNuh; le>]

36- depkfj;k d LokLF; ,o lkekU; dY;k.k dh vfHkof) d fy; bUrtke djuk A

37- leLr ,l dk; rFkk ckr] pkg o iokDr 'kfDr;k l vku"kfxd gk ;k u gk] tk fo'ofo|ky; d mnn';k dk vkx c<ku d fy; vif{kr gk] djuk A

2-6 ykd ikf/kdj.k }kjk inRr lokvk dh lph ,o mudk lf{kIr fooj.k

- ✍ uohu v/;;u'kkyk@egkfo|ky; [kkyu rFkk fo|eku e f'k{k.k dh lfo/kkvk e of) djuk@ uohuhdj.k dju dh vuefr nuk A
- ✍ fo'ofo|ky; v/;;u'kkyk@lEc) egkfo|ky;k dh 'k{kf.kd ikB;p;k d fy, fun'k nukA
- ✍ fo'ofo|ky; v/;;u'kkyk@lEc) egkfo|ky;k e 'kkjhfjd f'k{kk dh 0;oLFkk d fun'k nukA
- ✍ lEc) egkfo|ky;k d fo|kfFk;k d fy; ikB;&iLrd] iLrd cd dh 0;oLFkk djukA
- ✍ vf/kNk=ofRr;k (Qykf'ki) rFkk Nk=ofRr;k inku djuk A
- ✍ fo|kfFk;k dk lekt lok f'k{kk&jk"Vh; lok ;ktuk lc/kh xfrfof/k miyC/k djkuk A
- ✍✍ lokvk l lc/kh lHkh fo"k; mnkgj.kkFk& fu;fDr;k] vodk'k] inLFkkiuk;] LFkkukrj.k] oru] fuofRr oru] inkUufr;k] Hkfo"; fuf/k] ifrfu;fDr;k] foHkkxh; tkp] n.M rFkk vH;konu] U;k;ky;hu idj.kk dk fuiVkjk vkfn inku djuk A
- ✍ egkfo|ky; e Nk= l?kk d xBu lc/kh dk; djuk A
- ✍ ikB;Rrj xfrfof/k;k dk lpkyu djuk A
- ✍ v/;;u@'kk/k dh 0;oLFkk, djuk A
- ✍ lekt d detkj ox d fo|kfFk;k fo'k"kr% vulfpr tutkfr] vulfpr tkfr] vU; fiNMk ox d 'kf{kd fgrk d fy; dk; djuk A

2-7 **ykd ikf/kdj.k d fofHkUu Lrjk ¼'kklu] fun'kky;] {k=] ftyk] Cykd vkfn½ ij lxBukRed <kpk ¼tgk ykx gk½A**

¼v½ **vf/kdkjh**

fo'ofo|ky; d fuEufyf[kr vf/kdkjh g %&

¼1½ dykf/kifr
¼2½ dyifr
¼3½ dykf/klfpo
¼4½ ldk;k d ldk;k/;{k
¼5½ dylfpo
¼6½ fo|kFkh dY;k.k dk ldk;k/;{k
¼7½ fo'ofo|ky; lok e ,l vf/kdkjh tk ifjfu;ek }kjk fo'ofo|ky; d vf/kdkjh ?kkf"kr fd; tkr A

¼c½ **fo'ofo|ky; d fuEukfdr ikf/kdkjh g%&**

1- lHkk
2- dk; ifj"kn
3- fo|k ifj"kn
4- fo|k lc/kh ;ktuk ,o eY;kdu ckM
5- ldk;
6- v/;;u ckM
7- foRr lfefr

2-8 **ykd ikf/kdj.k dh dk; n{krk c<ku gr tulg;kx dh vi{kk,A**

ykd f'k{kk dk {k= cgr 0;kid g vkj fo'ofo|ky; d lhfer lk/kuk e v/kkljpuk lc/kh 0;oLFkkvk e tu lg;kx vR;r vko';d gA lkFk gh fo'ofo|ky; d egRo dk n[kr g, mi;kxdrkvk ¼fo'k"kr% m|kx 0;kikj vkfn½ l tkMuk iklfxd gA

2-9 **tu lg;kx lfuf'pr dju d fy, fof/k@0;oLFkkA**

tu lg;kx lfuf'pr dju d fy, fo'ofo|ky; dh lHkk ,o dk; ifj"kn e iko/kku fd, x, g A

2-10 **tu lokvk d vuJo.k ,o f'kdk;rk d fujkdj.k dh 0;oLFkkA**

turk dh f'kdk;r d fujkdj.k d fy, fo'ofo|ky; Lrj ij vf/kdkfj;k dk lh/k i= Hktk tk ldrk gA

2-11 **e[; dk;ky; rFkk fofHkUu Lrjk ij dk;ky;k d ir g**
irk &
dylfpo]
noh vfgY;k fo'ofo|ky;]
bUnkj ¼e-i-½ 452001

2-12 dk;ky; d [kyu dk le; & ikr% 10-30 ct
dk;ky; d cUn gku dk le; & lk; 5-30 ct

v/;k; & 3 ¼eSuqvy & 2½
vf/kdkfj;ksa vkSj deZpkfj;ksa dh 'kfDr;k ,oa drZO;

Chapter – 3 (Manual-2)

Powers and Duties of Officers and Employees

C/P/SUCHNA ADIKAR/12
9 Oct. 2006

3-1 vf/kdkfj;k ,o depkfj;k dh 'kfDr;k ,o dr0;

d-l-	in dk uke	i'kkldh; 'kfDr;k	foRrh; 'kfDr;k	vU; 'kfDr;k	dr0;
1-	dyifr	e/;in'k fo'ofo|ky; vf/kfu;e ,o ifjfu;e ,d ,o nk }kjk inRr leLr 'kfDr;k	e/;in'k fo'ofo|ky; vf/kfu;e ,o ifjfu;e ,d ,o nk }kjk inRr leLr 'kfDr;k	e/;in'k fo'ofo|ky; vf/kfu;e ,o ifjfu;e ,d ,o nk }kjk inRr leLr 'kfDr;k	e/;in'k fo'ofo|ky; vf/kfu;e ,o ifjfu;e ,d ,o nk }kjk fu/kkfjr leLr dr0;
2	dylfpo	e/;in'k fo'ofo|ky; vf/kfu;e ,o ifjfu;e rhu }kjk inRr leLr 'kfDr;k	e/;in'k fo'ofo|ky; vf/kfu;e ,o ifjfu;e rhu }kjk inRr leLr 'kfDr;k	e/;in'k fo'ofo|ky; vf/kfu;e ,o ifjfu;e rhu }kjk inRr leLr 'kfDr;k	e/;in'k fo'ofo|ky; vf/kfu;e ,o ifjfu;e rhu }kjk fu/kkfjr leLr dr0;
3	midylfpo	&&	&&	&&	vkofVr dk;k d nkf;Rok dk fuogu
4-	lgk;d dylfpo	&&	&&	&&	vkofVr dk;k d nkf;Rok dk fuogu
5-	foRrkf/kdkjh	ifjfu;e dekd 21 d }kjk fu/kkfjr leLr 'kfDr;k	ifjfu;e dekd 21 d }kjk fu/kkfjr leLr 'kfDr;k	ifjfu;e dekd 21 d }kjk fu/kkfjr leLr 'kfDr;k	ifjfu;e dekd 21 d }kjk fu/kkfjr leLr dr0;
6-	Mhu] LVMUV oyQ;j	fo'ofo|ky; ifjfu;e dekd &pkj }kjk fu/kkfjr leLr 'kfDr;k	&&	fo'ofo|ky; ifjfu;e dekd&pkj }kjk fu/kkfjr	fo'ofo|ky; ifjfu;e dekd&pkj }kjk fu/kkfjr leLr dr0;

7-	Mk;jDVj dkyt MoyieV dkmfly	fo'ofo|ky; v/;kn'k 20 }kjk fu/kkfjr leLr 'kfDr;k	&&	fo'ofo|ky; v/;kn'k dekd 20 }kjk fu/kkfjr leLr 'kfDr;k	fo'ofo|ky; v/;kn'k dekd 20 }kjk fu/kkfjr leLr dr0;
8-	foHkkxk/;{k fo'ofo|ky; v/;;u'kkyk@ lLFkku	v/;kn'k 23 d vulkj	foRrh; fu;ek d v/khu	&&	v/;kn'k 23 d v/khu i'kkldh; ,o vdknfed fu.k;k dk fd;kUo;u ,o v/;;u'kkyk d lpk: lpkyu gr 0;oLFkk djukA
9--	fo'ofo|ky; ;=h	&&	&&	&&	foHkkx dk vkofVr dk;k d nkf;Rok dk fuogu A
10-	fo'ofo|ky; xFkiky ¼ykbcfj;u½	&&	&&	&&	fo'ofo|ky; d xUFkky; dh i'kkldh; 0;oLFkk dk lpk: :i l lpkfyr djuk ,o xFkky; l lcf/kr dk; fu"iknu djuk A
11-	lpkyd] 'kkjhfjd f'k{kk	&&	&&	&&	fo'ofo|ky; o egkfo|ky;k e dhMk xfrfof/k;k dk lpkyu ,o mul lcf/kr nkf;Ro A
12-	leUo;d] jk"Vh; lok ;ktuk	&&	&&	&&	jk"Vh; lok ;ktuk l lcf/kr dk;k dk lpkyu e- i- 'kklu d fn'kk fun'kk d vu:i djuk ,o jk"Vh; lok ;ktuk d ek/;e l egkfo|ky;k dh fodkl xfrfof/k;k dk lfuf'pr djukA
13-	vufoHkkxh; vf/kdkjh	&&	&&	&&	iLrkok dk ijh{k.k ,o ufLr;k dk iLrrhdj.kA
14-	vU; rrh;@ prFk J.kh depkjh	&&	&&	&&	ufLr;k dk l/kkj.k]i=k ,o ufLr;k dk ;Fkk le; iLrrhdj.kA le;≤ ij lki x; dk; A

v/;k; & 4 ¼eSuqvy &3½

dR;ksa ds fuokZgu gsrq fu;e] fofu;e] vuqns'k] funsZf'kdk vkSj vfHkys[k

Chapter – 4 (Manual- 3)
Rules, Regulations, Instructions, Manual and Records for Discharging Function

4-1 **ykd vf/kdj.k vFkok mlds vf/kdkfj;ksa ,oa dfeZ;ksa }kjk viuh dR;ksa ds fuokZgu ds fy, /kkfjr rFkk iz;kstu fd;s tkus okys fu;e] fofu;e] vuqns'k] funsZ'kdk vkSj vfHkys[k dh lwph fuEu ik:i ij iLrqr djk,s ¼;g lwpuk izR;sd vfHkys[k ds fy, iFkd ls iLrqr djsa½**

d-	vfHkys[k dk uke	vfHkys[k dk idkj ¼fdlh ,d idkj dk pu & ;Fkk fo"k;] fofu;e] vun'k] funsZ'kdk] vfHkys[k vU;½	vfHkys[k dk lf{kIr ifjp;	fu;e] fofu;e] vun'k] funsZ'kdk vkSj vfHkys[k dgk ls ikIr dj ldrs gSa ¼irk] njHkk"k dekd] QDl dekd] b&ey] vU;½	fu;e] fofu;e] vun'k vkSj vfHkys[k dh ifr dk ikIr djus dk 'kYd ¼;fn dkbZ gks½
1-	e/;izns'k fo'ofo|ky; vf/kfu;e 1973	vf/kfu;e	**oscklkbV ij miyC/k gSA www.dauniv.ac.in**		
2-	nsoh vfgY;k fo'ofo|ky; ifjfu;e	ifjfu;e	fo'ofo|ky; vf/kfu;e }kjk fofgr iko/kkuksa ds vUrxZr cuk, x; fu;e	lcf/kr foHkkx ls	fu/kkfjr 'kYd vuqlkj
3-	nsoh vfgY;k fo'ofo|ky; v/;kns'k	v/;kns'k	fo'ofo|ky; vf/kfu;e }kjk fofgr iko/kkuksa ds vUrxZr cuk; x; fu;e	lcf/kr foHkkx ls	fu/kkfjr 'kYd vuqlkj

v/;k; & 5 ¼eSuqvy & 4½

uhfr fu/kkZj.k o dk;kZUo;u ds lEc/k esa turk ;k tu izfrfuf/k;ksa ls ijke'kZ ds fy, cuk;h xbZ 0;oLFkk dk fooj.kA

Chapter – 5 (Manual - 4)

Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation there of

uhfr fu/kkj.k gr|

5-1 D;k ykd ikf/kdj.k }kjk uhfr fu/kkj.k d lc/k e turk ;k tu ifrfuf/k dh ijke'k@Hkkxhnkjh dk dkb iko/kku g\ ;fn g rk 0;oLFkk dk fooj.k bl ik:i e iLr|r dj.A

d-	fo"k;@dR; dk uke	D;k bl fo"k; e turk dh Hkkxhnkjh vfuok; g\ ¼gk@ugh½	turk dh Hkkxhnkjh lfuf'pr dju d fy, dh xb 0;oLFkk
1-	fo'ofo|ky; d fudk;k e tu ifrfuf/kRo	e/;in'k fo'ofo|ky; vf/kfu;e }kjk iko/kkuA	e/;in'k fo'ofo|ky; vf/kfu;e 1973 d vUrxr fo'ofo|ky;k e tu ifrfuf/kRo lfuf'pr dju d fy, vf/kfu;e dh /kkjk 20¼1½ e lHkk e ithdr Lukrdk d fuokpu djk; tku dk iko/kku gA lkFk gh lHkk e egkefge dykf/kifrth }kjk m|kx] df"k] Je vkj okf.kT; dk ifrfuf/kRo dju oky ifrf"Br 04 lnL;k d euku;u dk iko/kku gA blh rjg lHkk e jkT; fo/kku lHkk d vkB lnL;k d p;u dk iko/kku gA bld vfrfjDr vf/kfu;e dh /kkjk &23¼1½ d vUrxr egkefge dykf/kifrth }kjk fo'ofo|ky; dk;ifj"kn e 6 ifrfuf/k;k ftue vkjf{kr ,o efgyk ox dk ifrfuf/kRo 'kkfey g] dk ukekfdr fd;k tkrk gA bld vfrfjDr vf/kfu;e dh /kkjk 30¼1½ e fo|k lc/kh ;ktuk rFkk eY;kdu ckM e egkefge dykf/kifrth }kjk m|kx] df"k rFkk okf.kT; d nk ifrfuf/k;k dk eukuhr fd;k tkrk gA

uhfr dk dk;kZUo;u gsrq

5-2 D;k ykd izkf/kdj.k }kjk uhfr dk dk;kZUo;u dk lc/k esa turk ;k tuifrfuf/k lk@dh ijke'k@ Hkkxhnkjh dk dkbZ izko/kku gS\ ;fn gS rks 0;oLFkk dk fooj.k bl izk:i esa iLrqr djsA

dz-	fo"k;@ dR; dk uke	D;k bl fo"k; esa turk dh Hkkxhnkjh vfuok;Z gS\ ¼gk@ugh½	turk dh Hkkxhnkjh lqfuf'pr djus ds fy, dh xbZ 0;oLFkk
1-	e/;izns'k fo'ofo|ky; vf/kfu;e d }kjk fd; tkus okys leLr dk; ,o vf/kfu;e@ifjfu;e@v/;kn'k }kjk inRr 'kfDr;k vUrxr fo'ofo|ky; d izkf/kdkfj;k ,o vf/kdkfj;k }kjk fd; tkus okys leLr dk;A	&&	e/;izns'k fo'ofo|ky; vf/kfu;e& 1973 vUrxr fo'ofo|ky;k dh lHkk] dk;ifj"kn ,o vU; lfefr;k e tu ifrfuf/kRo dk iko/kku gA vf/kfu;e e mYyf[kr fo"k;k d fujh{k.k] leh{kk ,o fu;=.k gr fo'ofo|ky; lHkk] rFkk dk;ifj"kn l{ke izkf/kdkjh gA

v/;k; & 6 ¼eSuqvy & 5½

ykd izkf/kdkjh ds ikl ;k mudk fu;=.k
esa miyC/k nLrkostksa dk izoxksZa (Categories)
ds vuqlkj fooj.k

Chapter – 6 (Manual-5)

A statement of the categories of documents that are held by it or under its control

6-1 ykd ikf/kdj.k ds ikl miyC/k 'kkldh; nLrkotks dh tkudkjh nus gsrq fuEu ik:i dk iz;ksx djsA lkFk gh ;g Hkh crk,a fd ;g nLrkot dgk miyC/k jgrs gSa tSlsa fd lfpo Lrj ij] funs'kky; Lrj ij] vU; ¼dsoy ;k ^^vU;^^ dk mi;ksx djus ds LFkku ij Lrj dk mYys[k dj½

Ø-	lkox	nLrkot dk uke ,oa ,d iafDr esa ifjp;	nLrkot iklr djus ds fy, ifd;k	/kkjd@fu;=.kk/khu
1-	¼v½ e[; i'kkldh; dk;ky; Lrj			
	1- ijh{kk foHkkx	ijh{kk lc/kh leLr tkudkjh	fu/kkfjr ifd;kulkj vkonu dju ij A	midylfpo ¼ijh{kk½ @foHkkxh; vf/kdkjh
	2- xkiuh; foHkkx	ijh{kk ifj.kkek dh tkudkjh vkfn	fu/kkfjr ifd;kulkj vkonu dju ij A	midylfpo@ foHkkxh; vf/kdkjh
	3- i'kklu foHkkx	e/;in'k fo'ofo|ky; vf/kfu;e }kjk fu/kkfjr ikf/kdkjh dh cBd@ dk;fooj.k	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gksxh A	midylfpo ¼i'kklu½@lgk;d dylfpo i'kklu@ foHkkxh; vf/kdkjh
	4- 'k{kf.kd foHkkx	egkfo|ky;k dh lEc/nrk] ih,p-Mh- ith;u lc/kh tkudkjhA	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gksxh A	midylfpo 'k{kf.kd@ foHkkxh; vf/kdkjh
	5- LFkkiuk foHkkx	vf/kdkjh] depkjh f'k{kdk dk p;u inkUufr ofj"Brk] lfp;k vkfn f'k{kdk dh efjV iek'ku dekUufr ;ktuk vkfn	fu/kkfjr ifd;kulkj vkonu dju ij A	midylfpo LFkkiuk@ foHkkxh; vf/kdkjh
	6- ;kf=dh 'kk[kk	fuek.k dk;k lc/kh i=kofy;k] Hkou lfefrA	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gksxhA	fo'ofo|ky; ;=h

	7- y[kk foHkkx	CtV] vk;@0;; vkoVu] okf"kd y[kk	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gkxhA	foRRkkf/kdkjh@ foHkkxh; vf/kdkjh
	8- fodkl foHkkx	iktDV ,o lkf[;dh lc/kh tkudkjh] uV ijh{kk	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gkxhA	mi dylfpo@ foHkkxh; vf/kdkjh
	9-egkfo|ky;hu fodkl ifj"kn dk;ky;	;-th-lh- vf/kfu;e dh /kkjk 2 ,Q@12 ch dh tkudkjh	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gkxhA	lpkyd] e-fo-i-
	10- vf/k"Bkrk Nk= dY;k.k dk;ky;	Nk= dY;k.k l lcf/kr xfrfof/k;k	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gkxhA	vf/k"Bkrk] Nk= dY;k.k@ foHkkxh; vf/kdkjh
	11- ,u-,l-,l- dk;ky;	jk"Vh; lok ;ktuk l lcf/kr leLr tkudkjh	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gkxhA	leUo;d iHkkjh vf/kdkjh
	12- ,l-lh-,l-Vh-ly	Nk=ofRr ,o ,l-lh-@ ,l-Vh- l lcf/kr xfrfof/k;k dh tkudkjh A	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gkxhA	midylfpo ¼,l-lh-,l-Vh- ly½@ foHkkxh; vf/kdkjh
	13- yhxy ly	fof/kd idj.k l lcf/kr leLr tkudkjh	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gkxhA	lkHkkjh vf/kdkjh
	¼c½ v/;;u'kkykvk d foHkkxk/;{k dk;ky; Lrj			
	1- v/;;u'kkyk ijh{kk] ijh{kk ifj.kke	Nk=@Nk=kvk d io'k] ikB;de] Vkbe Vcy] v/;;u'kkyk dk vk;@0;;] d; lcf/kr tkudkjh	fu/kkfjr ifd;kulkj vkonu dju ij tkudkjh iklr gkxhA	lcf/kr foHkkxk/;{k
	2-Lo&foRrh; ikB;de] ijh{kk] ijh{kk ifj.kke	Nk=@Nk=kvk d io'k] ikB;de] Vkbe Vcy] LofoRrh; ikB;de dk vk;@0;;] d; lc/kh	fu/kkfjr ifd;kulkj vkonu dju ij ;k rk Nk;kifr vFkok oclkbV d ek/;e l tkudkjh iklr	lcf/kr foHkkxk/;{k

		tkudkjh	gkxhA	

C/P/SUCHNA ADIKAR/22

v/;k; & 7 ¼eanuvy & 6½

ckMZ ifj"knksa] lfefr;ksa ,oa vU; fudk;ksa dk fooj.k

Chapter-7 (Manual-6)
A statement of boards,council committes and other bodies constituted as its part

7-1 d`i;k ykd ikf/kdj.k l lEc) ckM] ifj"knk] lfefr;k ,o vU; fudk;k dk lf{kIr fooj.k fuEu ik:i d vk/kkj ij nA

lEc/n lLFkk dk uke ,o irk	lHkk	dk;ifj"kn	fo|k ifj"kn	fo|k lc/kh ;ktuk ,o eY;kdu ckM	lidk;
lEc/n lLFkk dk idkj ¼ckM] ifj"kn] lfefr fudk; ;k vU;½	lHkk	lfj"kn	ifj"kn	ckM	lfefr
lEc/n lLFkk dh Hkfedk¼ijke'knk=h@ ic/kdkfj.kh@dk;dk fj.kh @vU;½	ijke'knk=h@ ic/kdkfj.kh	Dk;dkfj.kh	ic/k dkfj.kh ¼vdknfed idj.k e½	ijke'knk=h	ijke'knk=h
Lo:i ,o oreku lnL;	e-i- fo-fo- vf/kfu;e d vulkj	e-i- fo-fo- vf/kfu;e d vulkj	e-i-fo-fo- vf/kfu;e d vulkj	e-i-fo-fo- vf/kfu;e d vulkj	e-i- fo-fo- vf/kfu;e@ ifjfu;e d vulkj
e[; vf/kdkjh dk uke	dyifr	dyifr	dyifr	dyifr	ldk;k/;{k
e[; vf/kdkjh ,o vU; 'kk[kkvk d ir	dyifr noh vfgY;k fo'ofo|ky; bnkj	dyifr] noh vfgY;k fo'ofo|ky;] bUnkj	dyifr] noh vfgY;k fo'ofo|ky;] bUnkj	dyifr] noh vfgY;k fo'ofo|ky; bnkj	dylfpo] noh vfgY;k fo'ofo|ky; bUnkj
cBd dh vkofRr	o"k e ,d ckj	ifrekg ,o vko';drkulkj	ifro"k ,o vko';drkulkj	ifro"k ,o vko';drku lkj	ifro"k ,o vko';drkulkj
D;k cBd e turk Hkkx y ldrh g\	ugh	ugh	ugh	ugh	ugh
D;k cBd d dk;oRr r;kj dh tkrh g\	gk	gk	gk	gk	gk
D;k turk cBd dk dk;oRr iklr dj ldrh g\ vxj gk	gk dylfpo noh vfgY;k	gk dylfpo noh vfgY;k	gk dylfpo noh vfgY;k	gk dylfpo noh vfgY;k	gk dylfpo noh vfgY;k

rk ifd;k dk fooj.k nA	fo'ofo|ky; bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA	fo'ofo|ky; bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA	fo'ofo|ky;] bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA	fo'ofo|ky;] bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA	fo'ofo|ky;] bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA

	LkEc) lLFkk dk uke ,o irk	v/;;u e.My	Hkou lfefr	foRr lfefr	ØhMk lfefr	egkfo|ky; fodkl ifj"kn
0	lEc/n lLFkk dk uke idkj ¼ckM] ifj"kn] lfefr] fudk; ;k vU;½	ckM	lfefr	lfefr	lfefr	Lfefr
0	lEc/n lLFkk dh Hkfedk ¼ijke'knk=h½@ ic/kdkfj.kh@dk;dkfj.kh vU;	ijke'knk=h	ijke'knk=h	ijke'k nk=h	ijke'k nk=h	ijke'knk=h
0	Lo:i ,o oreku lnL;	e-i- fo-fo- vf/kfu;e d vulkj	ifjfu;e vulkj	e-i-fo-fo- vf/kfu;e d vulkj	ifjfu;e vulkj	v/;kn'k vulkj
0	e[; vf/kdkjh dk uke	v/;{k v/;;u e.My	dyifr noh vfgY;k fo'ofo|ky;] bUnkj	dyifr noh vfgY;k fo'ofo|ky; bUnkj	dyifr noh vfgY;k fo'ofo|ky; bUnkj	dyifr noh vfgY;k fo'ofo|ky; bUnkj
0	e[; vf/kdkjh ,o vU; 'kk[kkvk d ir	dylfpo noh vfgY;k fo'ofo|ky; bUnkj	fo-fo- ;=h	dylfpo noh vfgY;k fo'ofo|ky;] bUnkj	fun'kd dhMk foHkkx noh vfgY;k fo'ofo|ky; bUnkj	fun'kd egkfo|ky;hu fodkl ifj"kn noh vfgY;k fo-fo- bUnkj
0	cBd dh vkofRr	ifro"k ,o vko'drk& ulkj	ifrekg ,o vko';dr kulkj	ifro"k ,o vko';drkulkj	vko';drkulkj	vko';drk& ulkj
0	D;k cBd e turk Hkkx y ldrh g\	ugh	ugh	ugh	ugh	ugh

0	D;k cBd d dk;oRr r;kj dh tkrh g\	gk	gk	gk	gk	gk
0	D;k turk cBd dk dk;oRr ikIr dj ldrh g\ vxj gk rk ifd;k dk fooj.k nA	gk dylfpo noh vfgY;k fo'ofo|ky	gk dylfpo noh vfgY;k fo'ofo|ky;	gk dylfpo noh vfgY;k fo'ofo|ky;	gk dylfpo noh vfgY;k fo'ofo|ky;	gk dylfpo noh vfgY;k fo'ofo|ky;

		; bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA	bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA	bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA	bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA	bUnkj dk fu/kkfjr ii= e 'kYd tek dj vkonu djuk gkxkA

C/P/SUCHNA ADIKAR/25

8-1 dlk;k ykd ikf/kdj.k esa dk;jr ykd lpuk vf/kdkfj;k] lgk;d ykd lpuk vf/kdkfj;k rFkk foHkkxh; vihyV vFkkfjVh dk lc/k esa fuEu ik:lk esa lpuk iLrqr djsa

iFke vihyh; vf/kdkjh@ykd lpuk vf/kdkjh@lgk;d ykd lpuk vf/kdkjh dh tkudkjh

Ø-	Ukke	lknuke@ dk;ky; dk irk	,l-Vh-Mh-dkM	nwjHkk"k		QDl	bZey	fuokl dk irk
				dk;ky;	vkokl			
1	2	3	4	5	6	7	8	9
1	iFke vihyh; vf/kdkjh Mk- HkkxhjFk iLlkn	dyifr vkj-,u-Vh- ekx bnkj	0731	2523352 2521887	2401180	0731& 2523352	vcdavv@sancharnet.com	Dyifr fuokl r{kf'kyk ifjlj [kMok jkM bnkj
2	ykd lpuk vf/kdkjh Jh vkj-Mh- elyxkodj	dk;okgd Dylfpo vkj-,u-Vh- ekx bnkj	,,	2527532 2529540	&	0731&2529540	&	dylfpo fuokl r{kf'kyk ifjlj [kMok jkM bnkj
	lgk;d ykd lpuk vf/kdkjh							
1	Mk- ,e pnokuh	fun'kd] egkfo|ky; fodkl ifj"kn ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2526699	239979	&	&	ih@8 fo-fo-f'k{kd vkokl xg [kMok jkM bnkj
2	Mk- ,e-vk;- dj'kh	fun'kd] 'kkjhfjd f'k{kk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2469482	2363786	&	&	lh@2 u;k f'k{kd vkokl xg ;ch- jkM bnkj
3	Mk- th-,p-,l-uk;M	XkFkiky r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462239	2446585			bnijh dkykuh bnkj
4	Mk- ek;k bxy	ldk;k/;{k] Nk= dY;k.k ukynk ifjlj vkj,u-Vh- ekx bnkj	,,	2524863	2798233	&	&	6 - , o'kkyhuxj bnkj
5	Jh ,e-d-frokjh	mi dylfpo ¼i'kklu½ vkj-,u-Vh- ekx bnkj	,,	2529475	2552918			187 vui uxj] bnkj
6	Jh ch- d- pkgku	fo'ofo|ky; ;kf=d ukynk ifjlj vkj,u-Vh- ekx bnkj	,,	2524421 2400883				,uDlh- 4 vkj-,u-Vh- ekx bnkj

7	Mk- Mh- d- cXxk	dyifr d lfpo@ mi dylfpo ¼fodkl½ ukynk ifjlj vkj,u-Vh- ekx bnkj	,,	2521887	2511144			ukynk ifjlj vkj-,u-Vh- ekx bnkj
8	Mk- vkjd- c?ky	mi dylfpo ¼ijh{kk@xkiuh;½ ukynk ifjlj vkj,u-Vh- ekx bnkj	,,	2525824	2403092			r{kf'kyk ifjlj [kMok jkM bnkj
9	Mk- ,u- jgeku 'k[k	dk;Øe leUo;d] jk"Vh; lok ;ktuk¼jkI;k½ ukynk ifjlj vkj,u-Vh- ekx bnkj	,,	2523770	2553971			384 lkb dik dkykuh bnkj
10	Ikk- je'k exy	LkeUo;d] vYi l[;d idk"B r{kf'kyk ifjlj [kMok jkM bnkj	0731	2461818	2531818			202@2 ikVuhijk eujkM bnkj
11	Jherh lfe=k e;j	foRr vf/kdkjh ukynk ifjlj vkj,u-Vh- ekx bnkj	,,	2528967				uDlh ch-5 fo- fo- vkj-,u-Vh- ekx bnkj
12	Mk- vfuy 'kek	midylfpo ¼LFkkiuk½@ 'k{kf.kd@,l-lh-@ ,l-Vh- ly ukynk ifjlj vkj,u-Vh- ekx bnkj	,,	2524114	2321588			260 /kuorjh uxj bnkj
13	Jh d- ih nc	Lkgk;d dylfpo ¼i'kklu foHkkx½ ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2523530	2593685			143 VyhQku uxj bnkj
14	Jh fou; dekj rk;M	lgk;d dylfpo ¼foRr½ ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2518030	&			ukynk ifjlj vkj-,u-vh- ekx bnkj
15	Mk- Hke'k xlrk	fun'kd] ,dMfed LVkQ dkyt [k.Mok jkM bnkj r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462069	2462981			eYVh LVkjh lyV u-1 Vhpl DokVl [kMok jkM bnkj
16	lfurk tk'kh	foHkkxk/;{k] ik< lrr f'k{kk ,o foLrkj dk;Øe] r{kf'kyk ifjlj [kMok jkM bnkj	,,	2363800	3243117			4 vfgY;kijh bnkj
17	Mk- iHkkdj flg	fun'kd] b-,e-vkj-lh- r{kf'kyk ifjlj [kMok jkM bnkj	,,	2465632	2446169	2761041		lh@4] fo'ofo|ky; f'k{kd vkoklxg] ,-ch- jkM] bnkj
18	Mk- vfuy dekj	foHkkxk/;{k] ck;kVDukykth v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	0731	2470373	2446802	2470372		,@4 fo'ofo|ky; f'k{kd vkoklxg bnkj
19	Mk- ,- d jekuh	foHkkxk/;{k] dEl;Vj foKku v/;;u'kkyk] r{kf'kyk ifjlj [kMok jkM bnkj	,,	2470027	2477363			83 lokn; uxj bnkj

20	Mk- leUr dfV;ky	foHkkxk/;{k] byDVkfuDl v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2361117 2463754 5083162	2468578			578 Luguxj bnkj
21	Mk- d-d- ik.M	foHkkxk/;{k] jlk;u foKku v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2460208	2365782			ih@4 vk;-,e-,l-DokVl [k.Mok jkM bnkj
22	Mk- ,- d jekuh	foHkkxk/;{k dEl;Vj v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	0731	2461548	2576330			83 lokn; uxj bnkj
23	Mk- M-,u- luluoky	foHkkxk/;{k 'kkjhfjd f'k[kk v/;;u' r{kf'kyk ifjlj [kMok jkM bnkj	,,	2466685	2446231	2523352 2761041		ih@2] vk;-,e-,l-DokVl [kMok jkM] bnkj
24	Mk- x.k'k dkofM;k	foHkkxk/;{k vFk'kkL= v/;;u'kkyk ukynk ifjlj vkj-,u-Vh-ekx bnkj	,,	2519548	2467835			2&lh bUnijh dkykuh bnkj
25	Mk- ,l- ih- flg	foHkkxk/;{k mtk ,o lk;koj.k v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462366 2460309 2467378	2446803			b@4 fo-fo-f'k{kd vkoklxg ,-ch- jkM bnkj
26	Mk- vkj-lh- 'kek	foHkkxk/;{k Hkfo";r v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2470330	2761721	2470372		Mh@2 fo'ofo|ky; Vhpl DokVl [k.Mok jkM bnkj
27	Mk- ,- d- nRrk	fun'kd vk;-vk;-ih-,l- [k.Mok jkM bnkj r{kf'kyk ifjlj [kMok jkM bnkj	,,	2467527 2461332 2764988	2661368			,Q 7 fo-fo-vkokl [mok DokVj [k.Mok jkM bnkj
28	Mk- jRu'k xlrk	foHkkxk/;{k bLVeV'ku v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462228	5029967			72 fo'odek uxj vUui.kk uxj bnkj
29	Mk- ,l- ikfVy	foHkkxk/;{k Qkelh v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2100605	2368184			ih 5 vk;-,e-,l-[k.Mok jkM bnkj
30	Mk- ,e- pknokuh	fun'kd bLVhV;V vkQ bthfu;fjx ,.M VDukykth r{kf'kyk ifjlj [kMok jkM bnkj	0731	2764385 2462311 2764385	2390979			Rk{kf'kyk ifjlj [kMok jkM bnkj
31	Mk- ekuflg ijekj	foHkkxk/;{k lk=dkfjrk ,o tulpkj v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2471672	2559604			**45 Mh,p] Ldhe u-74lh] fot; uxj bnkj**

32	Mk- d-,u- x:ilkn	foHkkxk/;{k thoufoKku v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2477166 2467029	2461189			**5@2 fo-fo-vkokl [k.Mok jkM bnkj**
33	Mk- ¼Jherh½ j[kk xnj	foHkkxk/;{k tho jlk;u v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2460276	2368751	2470372		53@ch jktUn uxj bnkj
34	Mk- d- 'kkrkjke	foHkkxk/;{k xf.kr v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2467023	2469851			**5 Rk{kf'kyk ifjlj [k.Mok jkM bnkj**
35	Mk- ih- ,u- feJk	fun'kd ic/k v/;;u lLFkku [k.Mok jkM bnkj r{kf'kyk ifjlj [kMok jkM bnkj	,,	2478800 2479288 2470022	2471119			ih- 2 fo-fo-vkokl [kMok jkM bnkj
36	Mk- oUnk Vkddj	foHkkxk/;{k vk;-Vh- lVj r{kf'kyk ifjlj [kMok jkM bnkj	,,	2761358	2573610			b- lh- Ldhe u- 94 fjxjkM bnkj
37	Mk- ct'k dekj	foHkkxk/;{k Hkkfrdh v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2467028	2446801			lyV 7 fo'ofo|ky; Vhpl DokVj bnkj
38	Mk- fLuX/kk cuth	foHkkxk/;{k Lkkf[;dh v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462003	2562434 2560898			,u@43 lkdr uxj bnkj
39	Mk- Ogh-dh- xlrk	foHkkxk/;{k foKku lpkj dUn r{kf'kyk ifjlj [kMok jkM bnkj	,,	2470330	2468196			Rk{kf'kyk ifjlj [kMok jkM bnkj
40	Mk- 'kfDr cuth e[; iikyd	e[; okMu dk;ky; r{kf'kyk ifjlj [kMok jkM bnkj	,,	2467028	2440829			ckiuk Nk=kokl ifjlj bnkj
41-	Mk- jktUn flg	fu;=d ukynk ifjlj] vkj-,u-Vh- ekx] bnkj		2528966	2512969			**,uDlh 3, ukynk ifjlj] vkj- ,u-Vh- ekx] bnkj**
42-	Jh vkj-ih- ;kno	mi fu;=d ukynk ifjlj vkj-,u-Vh- ekx bnkj		2528966	&			8 lpkj uxj eu dukfM;k jkM bnkj
43-	Jh iToy [kj	Lkgk;d dylfpo ¼ijh{kk½ ukynk ifjlj] vkj-,u-Vh- ekx] bnkj		2525824	2522211			ukynk ifjlj fo'ofo|ky; vkj-,u-Vh- ekx bnkj
44-	d- jpuk Bkdj	Lkgk;d dylfpo LFkkiuk ukynk ifjlj] vkj-,u-Vh- ekx] bnkj		2524053	2514566			ukynk ifjlj fo'ofo|ky; vkj-,u-Vh- ekx bnkj

45-	Jh dyk'kflg tkekn	Lkgk;d dylfpo ¼'k{kf.kd½		2521448				15 ek fogkj dkykuh ;ch-jkM bnkj
46-	Jh luhy n/kky	lgk;d lpkyd 'kkjhfjd f'k{kk r{kf'kyk ifjlj] [kMok jkM bnkj		2469482				vui uxj bnkj

C/P/SUCHNA ADIKAR/29

v/;k; &9 ¼eSuqvy&8½

fu.kZ; ysus dh izfdz;k

Chapter- 9 (Manual- 8)

Procedure followed in Decision Making Process

C/P/SUCHNA ADIKAR/30

9-1 fdlh Hkh fo"k; ij fu.k; yu d fy, ykd ikf/kdj.k e D;k ifd;k viuk;h tkrh g\ ¼lfpoky; eu vkj fctful eu vkfn fu;ek] vkfn fu;ek dk mi;kx fd;k tk ldrk gA½

vf/kfu;ek] ifjfu;e] v/;kn'k] fofu;e ,o 'kklu d vkn'kk d vrxr fdlh Hkh fo"k; ij fu.k; yu d fy, pj.kc) ifd;k viukb tkrh gA

9-2 fdlh fo'k"k fo"k; ij fu.k; yu d fy; fu/kkfjr fu;e ,o ifd;k D;k g vFkok fu.k; yu d fy, pj.kc) ifd;k viukb tkrh gA

e[; i'kkldh; dk;ky;&

1- lgk;d dylfpo@midylfpo& dylfpo& dyifr
   lpkyd egkfo|ky; fodkl ifj"kn
   Nk= dY;k.k@leUo;d
   ,u-,l-,l-@foRr vf/kdkjh

2- v/;;u'kkyk Lrj
   foHkkxk/;{k@leUo;d& dylfpo& dyifr

9-3 fy; x; fu.k; dk turk rd igpku d fy; D;k 0;oLFkk g\

1- vfHky[kk dh Nk;kifr
2- dk;ky; e vFkok yk;cjh e tkudkjh voykdukFk miyC/k djk;h tk ldrh gA

9-4 fofHkUu Lrj ij fdu vf/kdkfj;k dh lLrfr] fu.k; yu d fy, ikIr dh tkrh g\

dekd	Lrj	fu.k; yu d fy, lLrfr ikIr dju d vf/kdkjh
1	e[; i'kkldh; dk;ky; Lrj	lgk;d dylfpo midylfpo foRrkf/kdkjh vf/k"Bkrk] egkfo|ky; fodkl ifj"kn vf/k"Bkrk] Nk= dY;k.k leUo;d] ,u,l-,l- foHkkxk/;{k ¼v/;;u'kkyk;½ leUo;d ¼LofoRrh; ikB;de½ — dylfpo@dyifr

9-5 **vfre fu.k; yu d fy; ikf/kdkfjr vf/kdkjh**

fo'ofo|ky; e vfre fu.k; yu d fy, ikf/kdr vf/kdkjh dyifr th@dk;ifj"kn gA

9-6 e[; fo"k; ftl ij ykd ikf/kdj.k }kjk fu.k; fy;k tkrk g mldk fooj.k fuEu ik:i e vyx l iLrr djA

d-	fo"k; ¼ftld lc/k e fu.k; fy;k tkuk g½	fn'kk&funs'k ¼;fn gk rk½	fu.k; yu dh ifd;k	fu.k; yu e 'kkfey vf/kdkfj;k dh lid lpuk	fu.k; d fo:) dgk vkj dl vihy djA
1	vf/kdkfj;k@f'k{kdk d leLr LFkkiuk lc/kh dk;	lok fu;ek ,o ifjfu;e&31 vulkj	fu/kkfjr fu;e@ ifd;kulkj	dyifr noh vfgY;k fo'ofo|ky;] bUnkj	dfMdk 8-1 d vulkj
	depkfj;k d leLr LFkkiuk lc/kh dk;	ifjfu;e&31 vulkj	fu/kkfjr fu;e@ ifd;kulkj	dylfpo noh vfgY;k fo'ofo|ky;] bUnkj	rno
2	u, v'kkldh; egkfo|ky; ikjHk dju ;k u, fo"k; ikjHk dju lc/kh dk;	ifjfu;e 27 ,o 28 d vulkj	rno	vf/k"Bkrk] egkfo|ky; fodkl ifj"kn@mi&dy lfpo ¼'k{kf.kd½	rno
3	Nk=ofRr lc/kh fu;e@iktDV lc/kh dk;	e-i- 'kklu@ ;-th-lh- ,o vU; lLFkkvk }kjk cuk; x, fu;ekulkj	rno	midylfpo ¼vu-tkfr@ tutkfr idk"B½ midylfpo ¼fodkl½	rno
4	i'ku idj.kk dk fuiVkjk	e/;in'k i'ku fu;ek d vulkj	rno	midylfpo ¼LFkkiuk½	rno
5	ctV vkoVu@foRr foHkkx lcf/kr dk;	dk;ifj"kn }kjk ikfjr vulkj	rno	foRrkf/kdkjh	rno
6	ijh{kk lpkyu@mikf/k	v/;kn'k vulkj	rno	midylfpo ¼ijh{kk½	rno
7	ijh{kk dk eY;kdu] ijh{kk ifj.kke dh ?kk"k.kk	v/;kn'k vulkj	rno	midylfpo ½xkiuh;½	rno
8	io'k ifd;k	v/;kn'k ,o e-i- 'kklu d ekxn'kd fl)kr vulkj	rno	lgk;d dylfpo ¼i'kklu½	rno
9	vdknfed ikB;dek dk fu/kkj.k@cBd	e-i- fo-fo- vf/kfu;e ,o v/;kn'k vulkj	rno	midylfpo ¼vdkneh½	rno
10	LVkj foHkkx l lcf/kr dk;	e-i- fo'ofo|ky; foRr lfgrk@e-i- 'kklu d d; fu;ek vulkj	rno	lgk;d dylfpo ¼Hk.Mkj½	rno
11	v/;;u'kkykvk@LofoRrh; ikB;dek l lcf/kr dk;	v/;kn'k vrxr	rno	lcf/kr foHkkxk/;{k@ leUOk;	rno
12	Nk= dY;k.k foHkkx l lcf/kr dk;	ifjfu;e vulkj	rno	vf/k"Bkrk] Nk= dY;k.k foHkkx	rno

10-1 dlk;k tkudkjh fuEu ik:lk e tkudkjh n A
¼fo'ofo|ky; d vf/kdkfj;k@foHkkxk/;{kk@lgk;d lpuk vf/kdkfj;k dh tkudkjh A½

Ø-	Ukke	lknuke@ dk;ky; dk irk	,l-Vh-Mh-dkM	nrjHkk"k		QDl	bey	fuokl dk irk
				dk;ky;	vkokl			
1	2	3	4	5	6	7	8	9
1	Mk- HkkxhjFk ikl kn	dyifr vkj-,u-Vh- ekx bnkj	0731	2523352 2521887	2401180	0731& 2523352	vcdavv@sancharnet.com	Dyifr fuokl r{kf'kyk ifjlj [kMok jkM bnkj
2	Jh vkj-Mh- elyxkodj	dk;okgd dylfpo vkj-,u-Vh- ekx bnkj	,,	2527532 2529540	&	0731&2529540	&	dylfpo fuokl r{kf'kyk ifjlj [kMok jkM bnkj
	lgk;d ykd lpuk vf/kdkjh							
1	Mk- ,e pnokuh	fun'kd] egkfo|ky; fodkl ifj"kn ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2526699	239979	&	&	ih@8 fo-fo-'k{kd vkokl xg [kMok jkM bnkj
2	Mk- ,e-vk;- dj'kh	fun'kd] 'kkjhfjd f'k{kk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2469482	2363786	&	&	lh@2 u;k f'k{kd vkokl xg ;ch- jkM bnkj
3	Mk- th-,p-,l-uk;M	XkFkiky r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462239	2446585			bnijh dkykuh bnkj
4	Mk- ek;k bxy	ldk;k/;{k] Nk= dY;k.k ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2524863	2798233	&	&	6 - , o'kkyhuxj bnkj
5	Jh ,e-d-frokjh	mi dylfpo ¼i'kklu½ vkj-,u-Vh- ekx bnkj	,,	2529475	2552918			187 vui uxj] bnkj
6	Jh ch- d- pkgku	fo'ofo|ky; ;kf=d ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2524421 2400883				,uDlh- 4 dkykuh u- bnkj
7	Mk- Mh- d- cXxk	dyifr d lfpo@ mi dylfpo ¼fodkl½ ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2521887	2511144			ukynk ifjlj vkj-,u-Vh- ekx bnkj
8	Mk- vkj-d- c?ky	mi dylfpo ¼ijh{kk@xkiuh;½ ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2525824	2403092			r{kf'kyk ifjlj [kMok jkM bnkj
9	Mk- ,u- jgeku 'k[k	dk;Øe leUo;d] jk"Vh; lok ;ktuk¼jkl;k½ ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2523770	2553971			384 lkb dik dkykuh bnkj

10	Ikk- je'k exy	LkeUo;d] vYi l[;d idk"B r{kf'kyk ifjlj [kMok jkM bnkj	,,	2461818	2531818			202@2 ikVuhijk eujkM bnkj
11	Jherh lfe=k e;j	foRr vf/kdkjh ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2528967			,uDlh	ch-5 fo- fo- vkj-,u-Vh- ekx bnkj
12	Mk- vfuy 'kek	midylfpo ¼LFkkiuk½@ 'k{kf.kd@,l-lh-@ ,l-Vh- ly ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2524114	2321588			260 /kuorjh uxj bnkj
13	Jh vfuyh xqIrk	Lkgk;d dylfpo ¼i'kklu foHkkx½ ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2523530	2593685			143 VyhQku uxj bnkj
14	Jh fou; dekj rk;M	lgk;d dylfpo ¼foRr½ ukynk ifjlj vkj-,u-Vh- ekx bnkj	,,	2518030	&			ukynk ifjlj vkj-,u-vh- ekx bnkj
15	Mk- Hke'k xlrk	fun'kd] ,dMfed LVkQ dkyt [k.Mok jkM bnkj r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462069	2462981			eYVh LVkjh lyV u-1 Vhpl DokVl [kMok jkM bnkj
16	lfurk tk'kh	foHkkxk/;{k] ik< lrr f'k{kk ,o foLrkj dk;Øe] r{kf'kyk ifjlj [kMok jkM bnkj	,,	2363800	3243117			4 vfgY;kijh bnkj
17	Mk- iHkkdj flg	fun'kd] b-,e-vkj-lh- r{kf'kyk ifjlj [kMok jkM bnkj	,,	2465632	2446169	2761041		lh@4] fo'ofo|ky; f'k{kd vkoklxg] ,-ch- jkM] bnkj
18	Mk- vfuy dekj	foHkkxk/;{k] ck;kVDukykth v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	0731	2470373	2446802	2470372		,@4 fo'ofo|ky; f'k{kd vkoklxg bnkj
19	Mk- ,- d jekuh	foHkkxk/;{k] dEl;Vj foKku v/;;u'kkyk] r{kf'kyk ifjlj [kMok jkM bnkj	,,	2470027	2477363			83 lokn; uxj bnkj
20	Mk- leUr dfV;ky	foHkkxk/;{k] byDVkfuDl v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2361117 2463754 5083162	2468578			578 Luguxj bnkj
21	Mk- d-d- ik.M	foHkkxk/;{k] jlk;u foKku v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2460208	2365782			ih@4 vk;-,e-,l-DokVl [k.Mok jkM bnkj

22	Mk- ,- d jekuh	foHkkxk/;{k dEl;Vj v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2461548	2576330			83 lokn; uxj bnkj
23	Mk- Mh-,u- luluoky	foHkkxk/;{k 'kkjhfjd f'k[kk v/;;u' r{kf'kyk ifjlj [kMok jkM bnkj	,,	2466685	2446231	2523352 2761041		ih@2] vk;-,e-,l- DokVl [kMok jkM] bnkj
24	Mk- x.k'k dkofM;k	foHkkxk/;{k vFk'kkL= v/;;u'kkyk ukynk ifjlj vkj-,u-Vh-ekx bnkj	,,	2519548	2467835			2&lh bUnijh dkykuh bnkj
25	Mk- ,l- ih- flg	foHkkxk/;{k mtk ,o lk;koj.k v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462366 2460309 2467378	2446803			b@4 fo-fo- f'k{kd vkoklxg ,-ch- jkM bnkj
26	Mk- vkj-lh- 'kek	foHkkxk/;{k Hkfo";r v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2470330	2761721	2470372		Mh@2 fo'ofo|ky; Vhpl DokVl [k.Mok jkM bnkj
27	Mk- ,- d- nRrk	fun'kd vk;-vk;-ih-,l- [k.Mok jkM bnkj r{kf'kyk ifjlj [kMok jkM bnkj	,,	2467527 2461332 2764988	2661368			,Q7 fo-fo- vkokl [mok- jkM bmkj
28	Mk- jRu'k xlrk	foHkkxk/;{k bLVeV'ku v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462228	5029967			72 fo'odek uxj vUui.kk uxj bnkj
29	Mk- ,l- ikfVy	foHkkxk/;{k Qkelh v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2100605	2368184			ih 5 vk;-,e-,l [k.Mok jkM bnkj
30	Mk- ,e- pknokuh	fun'kd bLVhV;V vkQ bthfu;fjx ,.M VDukykth r{kf'kyk ifjlj [kMok jkM bnkj	0731	2764385 2462311 2764385	2390979			Rk{kf'kyk ifjlj [kMok jkM bnkj
31	Mk- ekuflg ijekj	foHkkxk/;{k lk=dkfjrk ,o tulpkj v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2471672	2559604			**45 Mh,p] Ldhe u- 74lh] fot; uxj bnkj**
32	Mk- d-,u- x:ilkn	foHkkxk/;{k thoufoKku v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2477166 2467029	2461189			**5@2 fo-fo vkokl [k.Mok jkM bnkj**
33	Mk- ¼Jherh½ j[kk xnj	foHkkxk/;{k tho jlk;u v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2460276	2368751	2470372		53@ch jktUn uxj bnkj
34	Mk- d- 'kkrkjke	foHkkxk/;{k xf.kr v/;;u'kkyk	,,	2467023	2469851			5 Rk{kf'kyk ifjlj

		r{kf'kyk ifjlj [kMok jkM bnkj						[k.Mok jkM bnkj
35	Mk- ih- ,u- feJk	fun'kd ic/k v/;;u lLFkku [k.Mok jkM bnkj r{kf'kyk ifjlj [kMok jkM bnkj	,,	2478800 2479288 2470022	2471119			ih- 2 fo-fo- vkokl [kMok jkM bnkj
36	Mk- oUnk Vkddj	foHkkxk/;{k vk;-Vh- lVj r{kf'kyk ifjlj [kMok jkM bnkj	,,	2761358	2576310			b- lh- Ldhe u- 94 fjxjkM bnkj
37	Mk- ct'k dekj	foHkkxk/;{k Hkkfrdh v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2467028	2446801			lyV 7 fo'ofo|ky; Vhpl DokVj bnkj
38	Mk- fLuX/kk cuth	foHkkxk/;{k Lkkf[;dh v/;;u'kkyk r{kf'kyk ifjlj [kMok jkM bnkj	,,	2462003	2562434 2560898			,u@43 lkdr uxj bnkj
39	Mk- 0gh-d- xlrk	foHkkxk/;{k foKku lpkj dUn r{kf'kyk ifjlj [kMok jkM bnkj	,,	2470330	2468196			Rk{kf'kyk ifjlj [kMok jkM bnkj
40	Mk- 'kfDr cuth e[; iikyd	e[; okMu dk;ky; r{kf'kyk ifjlj [kMok jkM bnkj	,,	2467028	2440829			ckiuk Nk=kokl ifjlj bnkj
41-	Mk- jktUn flg	fu;=d ukynk ifjlj] vkj-,u-Vh- ekx] bnkj		2528966	2512969			**,uDlh 3, ukynk ifjlj] vkj-,u-Vh- ekx bnkj**
42-	Jh vkj-ih- ;kno	mi fu;=d ukynk ifjlj vkj-,u-Vh- ekx bnkj		2528966	&			8 lpkj uxj eu dukfM;k jkM bnkj
43-	Jh iToy [kj	Lkgk;d dylfpo ¼ijh{kk½ ukynk ifjlj] vkj-,u-Vh- ekx] bnkj		2525824	2522211			ukynk ifjlj fo'ofo|ky; vkj-,u-Vh- ekx bnkj
44-	d- jpuk Bkdj	Lkgk;d dylfpo LFkkiuk ukynk ifjlj] vkj-,u-Vh- ekx] bnkj		2524053	2514566			ukynk ifjlj fo'ofo|ky; vkj-,u-Vh- ekx bnkj
45-	Jh dyk'kflg tkekn	Lkgk;d dylfpo ¼'k{kf.kd½		2521448				
46-	Jh luhy n/kky	lgk;d lpkyd 'kkjhfjd f'k{kk r{kf'kyk ifjlj] [kMok jkM bnkj		2469482				vui uxj bnkj

v/;k; &11 ¼eSuqvy&10½
izR;sd vf/kdkjh vkSj deZpkjh }kjk ekfld
izkfjJfed vkSj mlds fu/kkZj.k dh i)fr

Chapter - 11 (Manual - 10)
The Monthly Remuneration Received by Each of its Officers
And Employees, Including the System of
Compensation as
Provided Regulations

11-1 d`i;k tkudkjh fuEu ik:i e nA

¼fo'ofo|ky; vf/kdkfj;k@foHkkxk/;{kk d orueku@ekfld oru dh tkudkjh½

d-	Uke	inuke	ekfld ikfjJfed@ orueku	Ikkfjrkf"kd@ ikfjrkf"kd HkRrk	ikfjJfed d fu/kkj.k dh i)fr tk fu;ekoyh e nh x;h gk
1	Mk- HkkxhjFk ilkn	dyifr	25000@&		
2		jDVj	16400&22400@&		
3	Jh vkj- Mh- elyxkodj	dk;okgd dylfpo	16400&22400@&		
4	Mk- vfuy dekj 'kek	midylfpo	12000&16500@&		
5	Mk- Mh-d- cXxk	midylfpo	12000&16500@&		
6	Mk- vkj-d- c?ky	midylfpo	12000&16500@&		
7	Jherh lfe=k e;j	foRr vf/kdkjh	12000&16500@&		
8	Mk- jktUn flg	fu;=d	12000&16500@&		
9	Jh vkj-ih- ;kno	mi fu;=d	10000&15200@&		
10	Mk- th-,p-,l- uk;M	xFkiky	16400&22400@&		
11	d- jpuk Bkdj	l-d-l-	10000&15200@&		
12	Jh iToy [kj	l-d-l-	10000&15200@&		
13	Jh fou; dekj rk;M	l-d-l-	10000&15200@&		
14	Jh dyk'kflg tkekn	l-d-l-	10000&15200@&		
15	Jh d- ih nc	Dyifr d lfpo	10000&15200@&		
16	Mk- Mh-,u- luluoky	f'k{kk v/;;u'kkyk vkpk; ,o foHkkxk/;{k	16400&22400@&		
17	Mk- d- 'kkrkjke	xf.kr v/;;u'kkyk vkpk; ,o foHkkxk/;{k	16400&22400@&		
18	Mk- d-d- ik.M	jlk;u v/;;u'kkyk vkpk; ,o foHkkxk/;{k	16400&22400@&		
19	Mk- ,l- ih- flg	Ätk v/;;u'kkyk vkpk; ,o foHkkxk/;{k	16400&22400@&		
20	Mk- x.k'k dkofM;k	vFk'kkL= v/;;u'kkyk vkpk; ,o foHkkxk/;{k	16400&22400@&		
21	Mk- vfuy dekj	ck;kVDukykth v/;;u'kkyk vkpk; ,o foHkkxk/;{k	16400&22400@&		
22	Mk- d-,u- x:ilkn	tho foKku v/;;u'kkyk vkpk; ,o foHkkxk/;{k	16400&22400@&		
23	Mk- ct'k dekj	Hkkfrd v/;;u'kkyk vkpk; ,o foHkkxk/;{k	16400&22400@&		
24	Mk- j[kk xn	tho jlk;u v/;;u'kkyk vkpk; ,o foHkkxk/;{k	16400&22400@&		

D-	uke	inuke	ekfld ikfjJfed@ orueku	lkkfjrkf"kd@ ikfjrkf"kd HkRrk	ikfjJfed d fu/kkj.k dh i)fr tk fu;ekoyh e nh x;h gk
25	Mk- ,l-cuth	lkf[;dh v/;;u'kkyk jhMj ,o foHkkxk/;{k	12000&420&18300@&		
26	Mk- vkj-lh- 'kek	Hkfo";r v/;;u'kkyk jhMj ,o foHkkxk/;{k	12000&420&18300@&		
27	Mk- leUr dfV;ky	byDVkfuDl v/;;u'kkyk jhMj ,o foHkkxk/;{k	12000&420&18300@&		
28	Mk- jRu'k xlrk	bULVeUV'ku v/;;u'kkyk jhMj ,o foHkkxk/;{k	12000&420&18300@&		
29	Mk- ,e-,l- ijekj	i=dkfjrk v/;;u'kkyk jhMj ,o foHkkxk/;{k	12000&420&18300@&		
30	Mk- Hke'k dekj xlrk	,dMfed LVkQ dkyt ,o ryukRed Mk;jDVj	16400&22400@&		
31	Mk- iHkkdj flg	,-Ogh-vkj-lh- Mk;jDVj	16400&22400@&		
32	Mk- ,- d- jekuh	dEl;Vj lkbl Mk;jDVj	16400&22400@&		
33	Mk- ,- d- jekuh	dEl;Vj dUn gM	16400&22400@&		
34	Mk- ih- ,u- feJk	ic/ku lLFkku Mk;jDVj	16400&22400@&		
35	Mk- ,- d- nRrk	vk;-vk;-ih-,l- Mk;jDVj	16400&22400@&		
36	Mk- ,e- pknokuh	vkb-b-Vh- Mk;jDVj	16400&22400@&		
37	Mk- ,-d- jekuh	vkb-Vh- Mk;jDVj	16400&22400@&		
38	Mk- ,e-vk;- dj'kh	'kkjhfjd f'k{kk Mk;jDVj	16400&22400@&		
39	Mk- oUnk Vkddj	vkb-Vh- leUo;d	16400&22400@&		
40	d-Hkkjrh tk'kh	ifj;ktuk vf/kdkjh ,o gM ik< f'k{kk	8000&13500@&		
41	Jh dyk'kflg tkekn	l-d-l-	10000&15200@&		
42 43	Jh d- ih- nc Mk- Ogh oh- xlrk	dyifr d lfpo@ lgk- dylfpo O;k[;krk foHkkxk/;{k foKku lpkj dUn	10000&15200@& 10]000@& ¼ofj"B½		
44 45	Jh luhy n/kky lfurk tk'kh	lgk- fun'kd 'kkjhfjd f'k{kk gM ifj;ktuk vf/kdkjh ,o iHkkjh ik< f'k{kk	8000&15300@& 8000&13500@&		
46	Mk- ,l- ikfVy	O;k[;krk vkj	8000&15300@&		

		foHkkxk/;{k Qkelh v-'kk-			
47	Mk- ek;k bxy	ldk;k/;{k fo|kFkh dY;k.k			
48	Mk- je'k exy	lUo;d vYil[;d idk"B	ey in ikpk; ,e-d- ,p-,l- xtjkrh xYl dkyt] bUnkj		

Vhi %& oru ij n; HkRrs 'kklu@fo'ofo|ky; fu;ekuqlkj A

v/;k; &12 ¼eSuqvy&11½

iR;sd vfHkdj.k dks vkoafVr ctV

¼lHkh ;kstukvksa] O;; iLrkosa rFkk /ku forj.k dh lwpuk½

Chapter- 12 (Manual- 11)

The Budget Allocated to each Agency

(Particulars of all plans, Proposed expenditures and reports on disbursement made)

vU; ykd ikf/kdj.kk d fy;s

l-d-	en	iLrkfor ctV	Lohdr ctV	'kklu }kjk inRr ¼fd'rk e½	dy 0;;

ctV lcf/kr tkudkjh fo'ofo|ky; y[kk foHkkx e miyC/k gA

v/;k; &13 eqnzk

vuqnku@jkT; lgk;rk dk;ZØeksa ds fdz;kUo;u dh jhfr

Chapter- 13

The Manner of Execution of Subsidy Programmers

13-1 **di;k fuEu ik:i ij tkudkjh miyC/k djk,A**

0 dk;de@;ktuk dk uke

0 dk;de@;ktuk d iHkkoh jgu dh le; lhek

0 dk;de dk mnn';

0 dk;de dh Hkkfrd ,o okf.kfT;d y{; ¼foxr o"k e½

0 ykHkkFkh dh ik=rk

0 ioki{kk;

0 vunku@lgk;rk iklr dju dh ifd;k

0 ik=rk fuf'pr dju d fy, ekin.M

0 fn; tku oky vunku@lgk;rk dk fooj.k ¼ftle vunku dh jkf'k dk fooj.k gk½

0 vkonu dju d fy; dgk@fdll lid dj

0 vkonu 'kYd ¼tgk mfpr gk½

0 vkonu i= dk ik:i ¼;fn vkonu lkn dkxt ij gkrk g rk di;k mldk mYy[k djr g; ;g crk, fd vkonudrk vkonu djr le; fdu ckrk dk o.ku dj½

0 ifd;k d lc/k e leL;k gku ij dgk lid dj

0 miyC/k /kujkf'k dk fooj.k ¼fofHkUu Lrjk ij tl fd ftyk Lrj ij] Cykd Lrj ij bR;kfn½

0 ykHkkfFk;k dh lph ¼fuEu ik:i ij½

foHkkx }kjk inRr dekd	ykHkkFkh dk uke	vunku dh jkf'k	ofYn;r	ik=rk dk vk/kkj	fuokl			
					ftyk	'kgj	ekgYyk@xko	edku u-

Vhi & fo'ofo|ky; vunku vk;kx@jkT; 'kklu d fn'kk&fun'kk d vulkj Nk=ofÙk ,o ijh{kk 'kYd l efDr vkfn dh lfo/kk gA

v/;k; &14 ¼eSuqvy&13½

fj;k;rksa] vuqKkifr=ksa rFkk izkf/kdkjksa ds izkfIrdrkvksa ds lEcU/k esa fooj.k

Chapter- 14 (Manual - 13)

Particulars of Receipts of Concessions, Permits or Authorization granted by it

14-1 egkfo|ky;k e lkekU;] vuqlfpr tkfr] tutkfr] fiNMkox] fodykx ;k vU; fo|kfFk;k ,o Nk=kvk d fy; ;fn dkbZ NV] fj;klr vkfn dh ;ktuk gk rk mldk mYyk[k fuEu ik:i e fd;k tk;A

0 dk;de dk uke
0 idkj ¼fj;klr] vuKki= vFkok ikf/kdkj e l ,d pu½
0 mnn';
0 y{; ¼foxr o"k e½
0 ik=rk
0 ik=rk dk vk/kkj
0 iokii{kk,
0 iklr dju dh ifd;k
0 fj;k;r] vuKko= vFkok ikf/kdkj fn; tku d fy; fu/kkfjr le; lhek
0 vkonu 'kYd
0 vkonu i= dk ik:i
0 lyXudk dh lph
0 lyXudk dk ik:i
0 lyXudk dk ik:i
0 ikflrdrkvk dh lph ¼fuEu ik:i ij½

foHkkx }kjk inRr dekd	ikfRrdrk dk uke	o/krk fdl fnukd rd g	ofYn;r	fuokl ftyk	fuokl 'kgj	fuokl ekgYyk@xko	fuokl edku u-

fj;k;r d fy; fuEu tkudkjh Hkh myC/kr djk,

0 fn; tku oky ykHk dk fooj.k
0 ykHk d forj.k dh ifd;k

Vhi & fo'ofo|ky; vunku vk;kx@jkT; 'kklu d fn'kk&funs'kk d vuqlkj Nk=ofÙk ,o ijh{kk 'kYd l efDr vkfn dh lfo/kk gA

v/;k; &15 ¼eSuqvy&14½

dR;ksa ds fuoZgu ds fy; LFkkfir ekud@fu;e

Chapter- 15 (Manual - 14)

Norms set by for the discharge of its function

15- ykd ikf/kdj.k }kjk viu fofHkUu fd;kdykik d lkiknu gr i;kx fd; tku oky ekud@fu;ek dk dk;dleokj fooj.k miyC/k djk;A

fo'ofo|ky; }kjk fo'ofo|ky; leUo; lfefr }kjk fu/kkfjr vdknfed dy.Mj d vu:i 'k{kf.kd l= e 'k{kf.kd] 'k{k.kRrj rFkk lkLdfrd xfrfof/k;k lpkfyr dh tkrh gA 'k{kf.kd xfrfof/k;k e io'k lc/kh dk;k dk fu;eu] leLVj ,o okf"kd ijh{kkvk dk vk;ktu ,o ifj.kke bld vfrfjDr ,u-,l-,l- lc/kh lok; rFkk fo|kFkh dY;k.k foHkkx }kjk Nk=k d puko lkLdfrd] xfrfof/k;k] ;ok mRlo bR;kfn dk vk;ktu fd;k tkrk gA fo'ofo|ky; d 'kkjhfjd f'k{kk foHkkx }kjk fo'ofo|ky; ,o egkfo|ky;k u dhMk xfrfof/k;k dk lpkyu fd;k tkrk gA

v/;k; &16 ¼eSuqvy&15½

bysDVªkfud :i esa miyC/k lwpuk;sa

Chapter- 16 (Manual - 15)

Information available in an electronic form

16-1 foHkkx }kjk fofHkUu dk;ZdeZk ls lcf/kr tkudkjh iLrqr djus tks fd bysDVªkfud QkeZV esa gSA foHkkx dh fuEu fyf[kr tkudkfj;k oclkbV ds ek/;e ls bysDVªkfud QkeZV esa miyC/k gS &

e/;in'k fo'ofo|ky; vf/kfu;e 1973

v/;k; &17 ¼eSuqvy&16½

lpuk ikIr djus ds fy; ukxfjdksa dks miyC/k lfo/kkvksa dk fooj.k

Chapter- 17 (Manual - 16)

Information availa ble in an electronic form

17-1 lpukvk dk turk rd igqapku ds fy;s foHkkx@lxBu }kjk dh x;h 0;oLFkk dk fooj.k tSlk

0 iLrdky; & noh vfgY;k fo'ofo|ky; e iLrdky; miyC/k gA

0 v[kckjk d }kjk & vko';d tkudkjh lekpkj i=k e idkf'kr dh tkrh gA

0 in'kuh& egkfo|ky;k }kjk lkLdfrd dk;dek d vrxr in'kuh yxkb tkrh gA

0 lpuk iVy & fo'ofo|ky; }kjk vko';d tkudkjh fo|kfFk;k d fy; lpuk iVy ij yxkb tkrh gA ,o egkfo|ky;k e Hkth tkrh gA

0 vfHky[kk dk fujh{k.k &
vf/kfu;e d iko/kkukUrxr vfHky[kk dk fujh{k.k fd;k tk ldrk gA

0 nLrkotk dh ifr ikIr dju dh 0;oLFkk & fofgr ifd;k vulkj A

ykd ikf/kdj.k dh oclkbV WWW.DAUNIV.AC.IN

v/;k; &18 ¼eSuqvy&17½
vU; mi;ksxh tkudkfj;k

Chapter- 18 (Manual - 17)
Other Useful Information

v/;k; & 18 ¼eSuqvy & 17½
vU; mi;ksxh tkudkfj;k

Chapter-18 (Manual-17)
Other Useful Information

18-1 ykd ikf/kdj.k l tuekul }kjk lkekU;r% iN tku okyh i'u o mlds mRrj lpuk dk vf/kdkjh vf/kfu;e ds lnHkZ e tuekul }kjk lkekU;r% iN tk ldus okys i'u o muds mRrj ¼i'ukRrjh½ r;kj fd;k tk;xk gS A

18-2 lpuk ikIr djus ds lEc/k e ¼vkonu i=½ rFkk lnHkZ ds fy; Hkjs tkus okys vkonu i= dh ifr½

ik:Ik & ,d

noh vfgY;k fo'ofo|ky;] bUnkSj

lpuk dk vf/kdkj vf/kfu;e] 2005

¼lpuk dk vf/kdkj vf/kfu;e] 2005 dh /kkjk ¼6½ ds vrxr vkonu i=½

1- vkond dk uke &&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

2- ijk irk@b&ey@QDl ftl ij tkudkjh if"kr dh tkuk gS &&&&&&&&&&&&&&&

&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

3- njHkk"k Øekd &&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

4- vkonu nu dk fnukd &&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

5- dk;ky;@'kk[kk dk uke ¼tgk l tkudkjh pkfg;½ &&&&&&&&&&&&&&&&&&&&&&&

6- pkgh xbZ tkudkjh dk fooj.k &&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

7- D;k pkgr gS udy@fujh{k.k@fjdkM fujh{k.k@fjdkM dh iekf.kr ifr@iekf.kr ueuk

8- vkonu ds lkFk vnk fd; tku okys ikl Qhl&:Ik; 10@& uxn dk fooj.k ¼ch-ih-,y- lph d lnL; dk n; ugh½

jlhn Øekd &&&&&&&&&&&&&& ,o fnukd &&&&&&&&&&&&&&

9- D;k vkond xjhch j[kk d uhp g A vFkok ugh & gk@ugh &&&&&&&&&&&&

gLrk{kj

¼vkonudrk½

Vhi& ;fn vkond }kjk Mkd l vkonu if"kr fd;k tkrk g rk vkonu i= ij :Ik; 10@& dk uku T;fMf'k;y LVkEi pLik djr g; Lo; dk irk vfdr djr g; vko';d jkf'k dk Mkd fVfdV yxk fyQkQk lyXu if"kr dj A

¼dlk;k lk"B myV dj fun'kk dk voykdu dj½

& & & & & & & & & & & & & & & & & & & & & & & & & & & & & & & &

& & &

Ikkorh

1- vkonu ikIr gku dk fnukd &&&&&&&&&&&&&&&&&&&&&&&&&&&&

2- vkonudrk dk okfNr tkudkjh ikIr dju d lc/k e vfxe dk;okgh gr mifLFkr gku dk fnukd &&&&&&&&&&&&&&&&&&&&&&&&&&&

3- lcf/kr 'kk[kk@vf/kdkjh tgk l tkudkjh miyC/k gkxh &&&&&&&&&&&&&&&&

¼ykd lpuk vf/kdkjh@lgk;d ykd lpuk vf/kdkjh }kjk ikf/kdr½

fnukd &&&&&&&&&&&&&&

ikIrdrk d gLrk{kj
inuke ¼jcj lhy½

C/P/SUCHNA ADIKAR/56
9 OCT. 2006

noh vfgY;k fo'ofo|ky;] bUnkSj

lwpuk dk vf/kdkj vf/kfu;e] 2005

vkosnd dks mlds }kjk okafNr udy@tkudkjh@fujh{k.k gsrq fu/kkZfjr 'kqYd fn;s tkus dh lwpuk

1- vkosnd dk uke@irk &&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

2- vkosnudrk dk lnHk &&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

3- fo"k;@fooj.k &&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

4- mifLFkfr fnukd &&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&&

fo"k;krxr lfpr fd;k tkrk gS fd vkid vkonu es fnukd &&&&&&&&&& ds lnHk e pkgh xb tkudkjh gr vki fu/kkZfjr 'kYd fnukd &&&&&&&&&&&&& rd tek dj nLrkot@udy@ueuk fnukd &&&&&&&&&&& rd ikIr dj y A ;fn nLrkot Mkd }kjk pkgr g rk mlds fy; jftLVM@;ihlh@Mkd 0;; lfgr] Lo; dk irk fy[kk gvk fyQkQk lkFk e lyXu dj A

2- 'kYd fuEukulkj n; gkxk %&

0kkfNr tkudkjh dk idkj fooj.k	i"B l[;k@ ux@ek=k	nj	jkf'k ¼dkye 2 x.kk 3½
1	2	3	4
dk;l lc/kh nLrkot tlS uD'kk@ i'kkldh; Lohdfr@rduhdh Lohdfr@ vuc/k@bLVheV@vkn'k] Vhi bR;kfn dh ikflr foRrh;@y[kk lc/kh nLrkot bR;kfn lEiy vU;			
;kx			

lwpuk dk vf/k-@
lgk- lwpuk vf/kdkjh

¼jcj lhy½

Vhi%& Mkd ls vkonu ikIr gksus ij i=& nks Mkd ls iif"kr fd;k tk;sxk A

C/P/SUCHNA ADIKAR/57

vko';d funs'k

lpuk dk vf/kdkj dk vf/kfu;e 2005 d vrxr fu/kkfjr miyC/k d rkjrE; e vfHky[kk dh lR; ifrfyfi ,o nLrkotk d fujh{k.k gr fuEukulkj nj fu/kkfjr dh tkrh g &

1- lpuk vf/kfu;e vrxr tkudkjh iklr dju gr :i; 10@&¼nl :i; ek=½ vkonu 'kYd vkonu i= d lkFk tek djkuk gkxkA Md l lpuk iklr dju d fy; vkonu i= d lkFk :i; 10@& dk fVfdV ¼LVkEi pLik dj½ Lo; d irk vfdr djr g; vko';d jkf'k dk fyQkQk lyXu dj if"kr djuk gkxkA

2- vfHky[kk dh lR; ifrfyfi ¼QkVk ifr½ iklr dju gr :i; 2@&¼nk :i; ek=½ ifr i"B ¼,&4 lkbt ½ nj fu/kkfjr dh xb gA

3- ;fn fdlh vfHky[k d fy; fo'ofo|ky; }kjk io l dkb nj fu/kkfjr gk rk rnulkj Hkxrku vkond dk djuk gkxk] vFkok cM lkbt d vfHky[kk dh QkVkdkih d fy; vkond dk :i; 4@&¼pkj :i; ek=½ Hkxrku djuk gkxkA

4- ¶ykih@fMLdV e tkudkjh gr :i; 50@&¼ipkl :i; ek=½ ifr fMLdV@¶ykih vkond dk Hkxrku djuk gkxkA

5- i=koy@vfHky[k d voykdu d fy; iFke ?k.V d fy; :i; 50@&¼ipkl :i; ek=½ dh jkf'k tek djuh gkxh rFkk vfrfjDr iR;d 15 fefuV vFkok mll de d fy; :i; 25@&¼iPphl :i; ek=½ d eku l 'kYd uxn tek djkuk gkxkA

6- xjhch j[kk d uhp d vkondk dk dkb 'kYd tek ugh djuk gkxkA yfdu mUg bl vk'k; d xjhch j[kk d iek.k i= dh ifr iLrr djuh gkxhA

7- lpuk iklr dju gr vkonu lh/k dylfpo dk;ky;] i'kklfud Hkou] vkj-,u-Vh- ekx] e iLrr dju gkxA

vkonu d lkFk lyXu vfHky[k

1- ----------

2- ----------

3- ----------

4- ----------

5- ----------

6- ----------

iklr

gLrk{kj

vkod fyfid

ik:lk & nk

nsoh vfgY;k fo'ofo|ky;] bUnkSj
lpuk dk vf/kdkj vf/kfu;e] 2005

vkond dk mld }kjk okfNr udy@tkudkjh@fujh{k.k gr fu/kkfjr 'kYd fn; tku dh lpuk

1- vkond dk uke@irk ----------

2-- vkonudrk dk lnHk ----------

3- fo"k;@fooj.k ----------

4- mifLFkfr fnukd ----------

fo"k;krxr lfpr fd;k tkrk g fd vkid vkonu e fnukd ----------d lnHk e pkgh xb tkudkjh gr vki fu/kkfjr 'kYd fnukd ----------rd tek dj nLrkot@udy@ ueuk fnukd ----------rd ikIr dj yA ;fn nLrkot Mkd }kjk pkgr g rk mld fy; jftLVM@;ihlh@Mkd 0;; lfgr] Lo; dk irk fy[kk gvk fyQkQk lkFk e lyXu djA

2- 'kYd fuEukuqlkj nq; gkxk %

okfNr tkudkjh dk idkj fooj.k 1	i"B l[;k@ux@l[;k 2	nj 3	jkf'k ¼dkye 2 x.kk 3½ 4
dk; lc/kh nLrkot tlk uD'kk@ i'kkldh; Lohdfr@rduhdh Lohdfr@vuc/k@bLVheV@vkn'k] Vhi bR;kfn dh ikflr foRrh;@y[kk lc/kh nLrkot bR;kfn lEiy vU;			
;kx			

lpuk dk vf/kdkjh@lgk;d
lpuk vf/kdkjh

¼jcj lhy½

Vhi %& Mkd ls vkonu ikIr gkus ij iqi=&nk Mkd ls ifr"kr fd;k tk;xkA