

**Government of Rajasthan  
Medical Education Department**

No. F.103/Assembly-15/Session-6/DME/2021/3665

Jaipur, dated August, 2021 6/8/2021

**CIRCULAR**

Department receives various Assembly Questions, Call Attention Motions and Assurances from Rajasthan Legislative Assembly. Replies to these are to be submitted after competent approval as early as possible. These are sent various Medical Colleges, RUHS, JS (Gr.I) and various O/C in DME/RajMES for submitting reply for their part. It has been observed that in many cases either replies are not submitted in time or submitted late but without complete answer and supporting documents.

In view of the above it is instructed that:

1. There should be an Assembly Cell in each Medical Colleges with a Nodal Officer of at least Assistant Professor rank and OIC of Additional Principal rank. This cell shall be responsible for co-ordinate with all relevant departments within the Medical College and communication with DME. Contact details of the Nodal Officer and O/C should be shared with DME
2. It will be responsibility of the Nodal Officer under the guidance of OIC with help of Principal to get replies from all relevant departments, collate the information, get it approved from Principal and Controller and send to DME.
3. The replies so sent should be complete, duly signed, factually correct and along with all relevant supplementary information attached to it. The soft copy of the reply should sent on Mail ID - [addir.dme-rj@gov.in](mailto:addir.dme-rj@gov.in)
4. While preparing reply it will be responsibility of Principal, Additional Principal and Nodal Officer, similarly in case of DME/RajMES concern O/C that they go through the exact language of Question/Assurance/Call Attention Motion and prepare reply ensuring that all information desired in the question is prepared and submitted.
5. It is clarified that information submitted to the assembly has to be factually 100% correct. If wrong information is given, even in advertently, it can invite strict disciplinary action and other penal action as per directions by the assembly.



6. When the house is in session, no officers/employees should be allowed to proceed on leave. In special circumstances, officers/employees should proceed on leave only after due approval of the competent authority, who will ensure that there are enough arrangements to cater to requirements of Assembly Question/Call Attention Motion/Assurances during the session.

The circular must be circulated to all relevant officers and 100% compliance must be ensured.

(Vaibhav Galriya)  
Secretary to the Govt.

Copy forwarded for information and necessary action to :

1. SA to Hon'ble Minister, M & H and Medical Education Department
2. PS to Principal Secretary, M & H and Medical Education Department
3. PS to Secretary, Medical Education Department
4. PA to Commissioner, Medical Education
5. PA to Additional Director (Adm.), DME/RajMES
6. All Principal and Controller, Government Medical Colleges/RUHS/ Jhalawar/ RajMES.
7. All concerned officers related to Assembly Question.
8. Guard File.

  
Commissioner, ME