

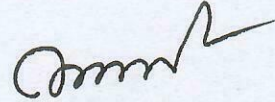
**Government of Rajasthan**  
**Home Department**

No.F.3(1)Home/Gr.-6/2011

Jaipur, Dated: 14-02-2024

**Order**

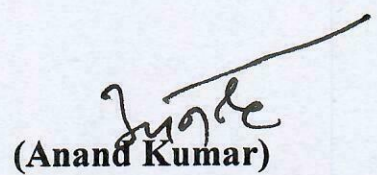
In accordance with Rule 21 and 22 of the Rules of Business, and in supersession of all previous orders issued in this behalf, I hereby direct that cases and matters relating to the Home Department shall ordinarily be disposed of in the manner indicated in the enclosed Appendix - "A".



(Bhajan Lal Sharma)  
Chief Minister (Home Minister)

Copy forwarded to the: -

1. Secretary to Hon'ble Governor.
2. Additional Chief Secretary to Hon'ble Chief Minister.
3. Principal Secretary to Hon'ble Chief Minister.
4. SA/PS to Dy. Chief Ministers/All Ministers & State Ministers.
5. JS to Chief Secretary.
6. All Addl. Chief Secretaries/Principal Secretaries/Secretaries to the Government.
7. All Joint Secretaries/Sr. Deputy Secretaries/ Deputy Secretaries of Home Department for compliance, they will ensure the route of marking files to the higher authorities.
8. PS to ACS, Home/PS to Secretary, Home (Law) & Director Prosecution.
9. DS, Cabinet Secretariat.
10. All Sections/Groups/cells of the Secretariat.
11. Administrative Reforms (Gr-7) Department.
12. Programmer, Home (Coordination) Department to be uploaded on Home Department Website.
13. All Group Officers, Home Department.
14. Guard file.



(Anand Kumar)  
Addl. Chief Secretary, Home



## Home Department

S.No.	Item	To be initiated and examined by	To be disposed by	Whether to be submitted to Home Minister
<b>A. Home Department (Group-1 Police)</b>				
	<b>All matters of Personnel Administration relating to Police / R.A.C./ACB/FSL/Wireless</b>			
1	Establishment matters relating to Gazetted officers.			
A	Recruitment relaxation provided for in Rules regarding age, qualification, experience etc.	GO/Sr.DS/JS	HS/ACS	MOS/HM
B	Voluntary Retirement	GO/Sr.DS/JS	HS/ACS	MOS/HM
C	Complaint against personnel of Police/RAC/FSL Wireless	GO/Sr.DS/JS	HS/ ACS	---
D	Sanction for Purchases/Sale of land/Conveyance by Gazetted Officers.	GO/Sr.DS/JS	HS/ ACS	---
E	Representation of personnel	GO/Sr.DS/JS	HS/ ACS	---
F	Correction of date of birth.	GO/Sr.DS/JS	HS/ACS	MOS
G	Transfer/Posting/Promotion and Deputation of Gazetted Officers	GO/Sr.DS/JS	HS/ ACS	HM
H	Foreign Training of all ranks	GO/Sr.DS/JS	HS/ ACS	MOS/HM
I	Domestic Training Courses	GO/Sr.DS/JS	HS	---
J	All other establishment matters	GO/Sr.DS/JS	HS/ ACS	---
2	Establishment matters relating to Non-Gazetted Staff Police/RAC/ACB/FSL/ Wireless			
A	Recruitment relaxation provided for in Rules regarding age, qualification and experience etc.	GO/Sr.DS/JS	HS/ACS	MOS
B	Voluntary Retirement cases	GO/Sr.DS/JS	HS	---
C	Correction of date of birth.	GO/Sr.DS/JS	HS/ACS	MOS
D	All other establishment matters	GO/Sr.DS/JS	HS/ ACS	---
3	Amendment in Service Rules.	GO/Sr.DS/JS	HS/ ACS	MOS/HM
4	Counting of Military Service.	GO/Sr.DS/JS	HS/ACS	---
5	Compulsory retirement under Rule 53(1) of RSR.	GO/Sr.DS/JS	HS/ ACS	MOS/HM
6	Appreciation of Service (Medals, Rewards, Honorarium)	GO/Sr.DS/JS	HS/ ACS	MOS/HM
7	Appointment of Officer in-charge to conduct cases in the court.	GO/Sr.DS/JS	HS	---
8	Nomination for foreign/UN-assignment	GO/Sr.DS/JS	HS/ACS	MOS/HM



9	Appointment of Committee to review Programmes/ Schemes/Acts/Rules	GO/Sr.DS/JS	HS/ ACS	<b>MOS/HM</b>
10	Notices under 80 C.P.C.	GO/Sr.DS/JS	HS	---
11	Rajasthan Police Act, 2007-All Notifications and all appointments under Rajasthan Police Act, 2007	GO/Sr.DS/JS	HS/ ACS	<b>MOS/HM</b>
12	Matters relating to legal proceedings and opinion.	GO/Sr.DS/JS	HS/ ACS	<b>MOS</b>
13	Nomination of Committees. (A) State Level (B) Central Level	GO/Sr.DS/JS GO/Sr.DS/JS	HS/ ACS HS/ ACS	<b>MOS/HM</b> <b>MOS/HM</b>
14	Special appointment under Rule 17(4) of RPSS Rules on the post of Sub-Inspector	GO/Sr.DS/JS	HS/ACS	<b>MOS/HM</b>
15	Gallantry Promotion for the post of Sub-Inspector and Inspector.	GO/Sr.DS/JS	HS/ACS	<b>MOS/HM</b>
16	Transfer from one Section to another in Subordinate Police Service	GO/Sr.DS/JS	HS/ACS	<b>MOS/HM</b>
17	Matter related to sanction of dual charges to (A)Gazetted Officers (B) Non Gazetted Officers	GO/Sr.DS/JS GO/Sr.DS/JS	HS/ACS HS	<b>MOS</b> ---
18	Policy decision with regard to police establishment.	GO/Sr.DS/JS	HS/ACS	<b>MOS/HM</b>
19	Verification of Character concerning employment in India.	GO/Sr.DS/JS	HS	---
20	Matters regarding Rajasthan Deceased Government Servant Rules , 1996.	GO/Sr.DS/JS	HS/ACS	<b>MOS</b>
21	Appeals in cases other than CCA Rules (eg. U/R 53(1) RSR) of Non-Gazetted Staff of Police/ RAC/ ACB/FSL / Wireless	GO/Sr.DS/JS	HS/ACS	---
22	Adjournment motions, call attention notices, presentation of Annual Administrative Reports & Other Reports in legislature.	GO/Sr.DS/JS	HS/ACS	<b>MOS/HM</b>
23	All matters relating to Assembly Question etc.	GO/Sr.DS/JS	HS/ACS	<b>MOS/HM</b>
24	All matters relating to Parliament.	GO/Sr.DS/JS	HS/ACS	<b>MOS</b>

#### **B. Home Department (Group-II Accounts)**

1	Administrative/Financial sanctions relating to Police/RAC a) Above Rs. 200 Lakhs b) Up to Rs. 200 Lakhs	GO/AO/JS GO/AO/JS	HS/ACS HS/ACS	<b>MOS</b> ---
2	PAC, Condemnation of stores/vehicles, Re-payment of loans under Various schemes, all budgetary matters relating to Police /RAC/ACB/FSL	GO/AO/JS	HS	---
3	Administrative/Financial sanctions relating to FSL/ACB. a) Above Rs. 100 lakhs b) Up to Rs. 100 Lakhs	GO/AO/JS GO/AO/JS	HS/ACS HS/ACS	<b>MOS</b> ---



4	Regulation of excess calls	GO/JS	HS	---
5	Issuance of guide lines for purchasing of various Items as per RTPP Act.	GO/JS	HS/ACS	<b>MOS</b>
6	Creation of police stations/outposts	GO/JS	HS/ACS	<b>MOS/HM</b>
7	Modernization Schemes	GO/JS	HS/ACS	<b>MOS</b>
8	Advances under Medical Attendance Rules	GO/JS	HS	-
9	Regulation of Daily Allowance under TA Rules	GO/JS	HS	---
10	Matters relating to RPBF, RPWF, RP Band Rules, RP Sports Fund Rules etc.	GO/JS	HS	---
11	Matter relating Budget speech	GO/JS	HS/ACS	<b>MOS/HM</b>
12	Medical cases to be referred to F.D. for Relaxation in Rules.	GO/JS	HS	---
13	Disposal of complaints regarding Purchases etc.	GO/JS	HS/ACS	<b>MOS</b>
14	Reimbursement of expenditure incurred on behalf of Govt. of India. (MHA)	GO/JS	HS	---
15	Adjournment motions, call attention notices, presentation of Performance Budgets & Other reports in legislature.	GO/JS	HS/ACS	<b>MOS/HM</b>
16	Land acquisition/allotment matters pertaining to Police Department.	GO/JS	HS/ACS	<b>MOS/HM</b>
17	All matters relating to Assembly Question.	GO/JS	HS/ACS	<b>MOS/HM</b>
18	All matters relating to Parliament Question.	GO/JS	HS/ACS	<b>MOS</b>

**C. Home Department (Group-III-Passport)**

1	Sanction for Prosecution under Passport Act, 1967	GO/.DS/JS	HS/ACS	<b>MOS</b>
2	Sanction for Prosecution by GOI under Immigration Act, 1983	GO/ DS/JS	HS/ACS	---
3	Withdrawal of cases from the Court under Passport Act, 1967 and Immigration Act, 1983	GO/ DS/JS	HS/ACS	<b>MOS</b>
4	Issuance of "No Obligation to return to India" certificate to Indians staying in abroad	GO/ DS/JS	HS	---
5	Matters relating to recovery of repatriation charges	GO/ DS/JS	HS	---
6	Verification of national status and antecedents of Indians staying in abroad	GO/ DS/JS	HS/ACS	<b>MOS</b>
7	Repatriation of Indians who are lodged in foreign jails	GO/ DS/JS	HS/ACS	<b>MOS</b>
8	Instruction from GOI regarding issuance of Passports	GO/ DS/JS	HS	---



9	Pilgrimage out-side India (Except Haj Pilgrimage)	GO/.DS/JS	HS/ACS	<b>MOS</b>
10	Adjournment motions, call attention notices, presentation of reports in legislature etc.	GO/DS/JS	HS/ACS	<b>MOS/HM</b>
11	All matters relating to Assembly Question	GO/ DS/JS	HS/ACS	<b>MOS/HM</b>
12	All matters relating to Parliament Question etc.	GO/DS/JS	HS/ACS	<b>MOS</b>
<b>D. Home Department (Group-IV-Visa)</b>				
1	Matters related to Pakistani & others Foreigners (including matters under Foreigners Act, 1946 & Foreigners Order, 1948)	GO/ DS/JS	HS/ACS	<b>MOS</b>
2	Recommendation for Long Term visa	GO/ DS/JS	HS	---
3	Extension of Long Term Visa - yearly/two yearly	GO/ DS/JS	HS	---
4	Grant of return visa (NORI)	GO/DS/JS	HS	---
5	Extension of all type of visa of foreigners (Other than Pakistani nationals)	GO/ DS/JS	HS	---
6	Conversion of all type of visa of foreigners (other than Pakistani nationals)	GO/ DS/JS	HS	---
7	Grant of visa for additional place	GO/ DS/JS	HS	---
8	Grant of permission for change in travel route	GO/ DS/JS	HS	---
9	Deportation/Repatriation cases	GO/DS/JS	HS/ACS	<b>MOS</b>
10	Grant of Permanent settlement facility in State	GO/ DS/JS	HS/ACS	---
11	Grant of Indian Citizenship cases	GO/ DS/JS	HS/ACS	---
12	Communication with MHA/MEA on visa and other matters	GO/ DS/JS	HS	---
13	Policy decisions regarding Visa / Passport matters	GO/ DS/JS	HS/ACS	<b>MOS/HM</b>
14	Reimbursement of expenditure incurred on behalf of GOI (MHA)	GO/ DS/JS	HS/ACS	---
15	a) Preventive Detention of Foreign nationals under National Security Act, 1980/ b) COFEPOSA Act, 1974/ c) PIT, NDPS Act, 1988	GO/ DS/JS	HS/ACS	<b>MOS</b>
16	Pilgrimage in India including Participation in Urs fair at Ajmer by Pak national	GO/DS/JS	HS/ACS	---
17	Deposit of visa fee and transfer to MEA	GO/ DS/JS	HS	---
18	Adjournment motions, call attention notices, presentation of reports in legislature etc.	GO/ DS/JS	HS/ACS	<b>MOS/HM</b>
19	All matters relating to Assembly Question	GO/ DS/JS	HS/ACS	<b>MOS/HM</b>
20	All matters relating to Parliament Questions etc.	GO/DS/JS	HS/ACS	<b>MOS</b>



<b>E.Home Department (Group- V-Security-I)</b>				
<b>1</b>	<b>Public order :-</b>			
A	Report of all serious and sensational incidents viz-dacoitees, riots, firing, strikes and agitations etc.	GO/DS	HS/ACS	<b>MOS/HM</b>
B	Institution of Administrative enquires and their reports.	GO/DS	HS/ACS	<b>MOS/HM</b>
C	Ex -gratia grant to victim of firing and riots a) In accordance with the limits provided in the Rules b) In relaxation of the Rules	GO/DS GO/DS	HS/ACS HS/ACS	----- <b>MOS/HM</b>
D	Service of civil/criminal process of other States.	GO/DS	HS	---
E	Prevention of Cruelty to Animals.	GO/DS	HS	---
F	Notification under Sec. 60 of the Rajasthan Police Act, 1965.	GO/DS	HS/ACS	<b>MOS/HM</b>
<b>2</b>	<b>Crime :-</b>			
A	Petition for expeditious investigation or calling for reports from Police.	GO/DS	HS	---
B	Transfer of Investigation to CID(CB)/SOG	GO/DS	HS/ACS	<b>MOS/HM</b>
C	Transfer of Investigation to CBI	GO/DS	HS/ACS	<b>MOS/HM</b>
D	Notices under 80 CPC(Civil matters)	GO/DS	HS	---
E	Communal problems & related incidents.	GO/DS	HS/ACS	<b>MOS</b>
<b>3</b>	<b>Vagrancy.</b>	GO/DS	HS	---
<b>4</b>	<b>Lunacy, Criminal Lunatics.</b>	GO/DS	HS	---
<b>5</b>	<b>Assistance of Army, CPMF and other State Police force.</b>	GO/DS	HS/ACS	---
<b>6</b>	<b>Vigilance Matters:-</b>			
A	Activities of Individuals, Political & Communal organizations.	GO/DS	HS/ACS	---
B	Police arrangements on Special Occasions.	GO/DS	HS	---
C	Intelligence Reports.	GO/DS	HS/ACS	<b>HM</b>
D	Matters relating to Traffic Control & Regulations.	GO/DS	HS/ACS	--
E	Matters relating to Road Safety..	GO/DS	HS/ACS	--
F	Complaints against Police personnel reg. investigation etc. - change of Investigating Officer.	GO/DS	HS/ACS	<b>MOS/HM</b>
<b>7</b>	<b>Burial lands and burial grounds, cremation and cremation grounds outside Municipal and Town areas.</b>	GO/DS	HS/ACS	<b>MOS</b>
<b>8</b>	<b>Litigations (civil) involving subjects mentioned above.</b>	GO/DS	HS/ACS	---
<b>9</b>	<b>Complaints from Other than SC/ST/Women.</b>	GO/DS	HS	---
<b>10</b>	<b>Rajasthan Dacoity Affected Areas Act, 1986.</b>	GO/DS	HS/ACS	<b>MOS/HM</b>



11	Adjournment motions, call attention notices, presentation of reports in legislature.	GO/DS	HS/ACS	MOS/HM
12	All matters relating to Assembly Question etc.	GO/DS	HS/ACS	MOS/HM
13	All matters relating to Parliament Question etc.	GO/DS	HS/ACS	MOS

**F. Home Department (Group-VI-Coordination)**

1	Co-ordination within Home Department matters related with more than one Group	GO/Sr.DS/JS	HS	---
2	State/ National Integration Council	GO/ Sr.DS /JS	HS/ACS	MOS/HM
3	Indian Treasure Trove Act. & Rules	GO/Sr.DS/JS	HS	---
4	Rajasthan Cinema Regulation Act, 1952 Permission for shooting of films in border Area.	GO/Sr.DS/JS	HS	---
5	Video Regulation Act	GO/Sr.DS/JS	HS	---
6	Regulation of betting and gambling lotteries (except State Lotteries) but not including taxation thereon.	GO/Sr.DS/JS	HS	---
7	Submission of quarterly report of court cases to law Department.	GO/Sr.DS/JS	HS	---
8	Co-ordination of RTI matters and first appeal under Section-19(1) of RTI Act, 2005 related to Home Department	GO/Sr.DS/JS	HS	---
9	Website of Home Department (Co-ordination to all sections of Home Department).	GO/Sr.DS/JS	HS	---
10	Co-ordination of Rajasthan Sampark Applications.	GO/Sr.DS/JS	HS	---
11	Co-ordination of CMIS matters.	GO/Sr.DS/JS	HS	---
12	Co-ordination of CMO's VIP/VVIP References.	GO/Sr.DS/JS	HS/ACS	---
13	Citizen Charter of All HOD's under Home Department.	GO/Sr.DS/JS	HS/ACS	MOS/HM
14	E-Governance.	GO/Sr.DS/JS	HS	---
15	All matters relating to Assembly Question etc.	GO/Sr.DS/JS	HS/ACS	MOS/HM
16	All matters relating to Parliament Question etc.	GO/Sr.DS/JS	HS/ACS	MOS

**G. Home Department (Group-IX-Security-II)**

1	<b>Detention/Ordinance &amp; Regulation</b>			
A	Border Security.	GO/DS/JS	HS/ACS	MOS
B	Cases under National Security Act, 1980 pertaining to Indian National.	GO/DS/JS	HS/ACS	MOS
C	Cases under COFEPOSA Act, 1974	GO/DS/JS	HS/ACS	MOS
D	Cases under PIT, NDPS Act, 1988	GO/DS/JS	HS/ACS	MOS
2	<b>Security Matters</b>			
A	Cases related to terrorism and related matters	GO/DS/JS	HS/ACS	MOS/HM



B	Cases related to issue of Identity cards in border districts.	GO/DS/JS	HS/ACS	MOS/HM
C	Internal Security Schemes (Districts)	GO/DS/JS	HS/ACS	---
D	Cases related to antinational activities such as espionage, smuggling, balloons of foreign countries etc.	GO/DS/JS	HS/ACS	---
E	Internal Security Schemes (Military)	GO/DS/JS	HS/ACS	---
F	Security of vital installations	GO/DS/JS	HS/ACS	---
G	Correspondence regarding maps supplied by Survey of India police escort for security.	GO/DS/JS	HS	---
H	Review of Security of President, Vice President, P.M., Union Ministers, other Ministers of the States & other V.V.I.P	GO/DS/JS	HS/ACS	MOS/HM
I	Matters related to Security of Banks.	GO/DS/JS	HS	---
J	Security of Airports.	GO/DS/JS	HS/ACS	---
K	Matter relating to armed forces such as verification of character and antecedents, soldiers welfare, complaints by soldiers against civil matters etc.	GO/DS/JS	HS	---
L	Territorial Army.	GO/DS/JS	HS	---
3	<b>Vigilance Matters :-</b>			
A	Interception of Postal Mail/Telegrams.	---	HS	---
B	Interception of Telephones	---	HS	---
4	Narcotics Act, 1985	GO/DS/JS	HS/ACS	---
5	Civil Military Liaison Conference.	GO/DS/JS	HS/ACS	MOS/HM
6	<b>Cases related to following Acts.</b>			
A	Terrorist and Disruptive (Prevention) Activities Act, 1987	GO/DS/JS	HS/ACS	MOS/HM
B	Official Secret Act, 1923	GO/DS/JS	SHL/HS/ACS	MOS/HM
C	Unlawful Activities (Prevention) Act.	GO/DS/JS	HS/ACS	MOS/HM
D	Rajasthan Religious Buildings and Places Act, 1954	GO/DS/JS	HS/ACS	MOS/HM
E	Rajasthan Essential Services Maintenance Act, 1970	GO/DS/JS	HS/ACS	MOS/HM
F	Rajasthan Control of Goonda Act, 1970	GO/DS/JS	HS/ACS	MOS
G	The Terrorist Affected Areas (Special Courts) Act, 1984	GO/DS/JS	HS/ACS	MOS/HM
H	Matters relating to Foreign Contribution (Regulation) Act, 2010	GO/DS/JS	HS/ACS	---
7	<b>ARMS, FIRE ARMS, AMMUNITION</b>			
A	Reference from GOI involving policy matters relating to The Arms Act, 1959 and The Arms Rules, 1962	GO/DS/JS	HS/ACS	MOS/HM
B	References seeking clarification or instructions	GO/DS/JS	HS/ACS	---
C	Disposal of confiscated arms.	GO/DS/JS	HS	---



D	General references to GOI for licensing authorities relating to The Arms Act & Rules	GO/DS/JS	HS/ACS	MOS
E	Recommendation for new licenses to manufactures etc of firearms.	GO/DS/JS	HS/ACS	MOS
F	Recommendations for license in form-III for possession of arms & ammunition of category (b) and (C)	GO/DS/JS	HS	---
G	Extension of area of arms license in forms- III to all India.	GO/DS/JS	HS	---
H	Permission for addl. Weapon.	GO/DS/JS	HS	---
I	a) Transfer of Arms or purchase of arms licenses valid for All India.	GO/DS/JS	HS	---
	b) Transfer of Arms or purchase of arms licenses valid for inter State.	GO/DS/JS	HS	---
J	Grant of licenses in form IX,XI,XII, XIII & XIV	GO/DS/JS	HS	---
K	Renewal of Licenses in form IX, XI, XII, XIII & XIV	GO/DS/JS	HS	---
L	Amendments in the existing licenses of dealers.	GO/DS/JS	HS/ACS	---
M	Permission under Section 6 of Arms Act 1959.	GO/DS/JS	HS/ACS	---
N	Grant of exemption reg. provisions of The Arms Act, 1959and The Arms Rules, 1962	GO/DS/JS	HS/ACS	---
O	Revision of fees under The Arms Act, 1959 and The Arms Rules, 1962	GO/DS/JS	HS/ACS	MOS/HM
P	Instructions by the State Government for guidance of licensing authorities and amendment thereof.	GO/DS/JS	HS/ACS	MOS/HM
Q	Notification to be issued by the Government under the provisions of the Indian Arms Act & Rules.	GO/DS/JS	HS/ACS	MOS
R	Returns under the Arms Rules & Disposal of confiscated arms.	GO/DS/JS	HS	---
S	Firearms of the ex-rulers & others and exemption thereof.	GO/DS/JS	HS	---
T	Appeal under The Arms Act, 1959.	GO/DS/JS	HS	---
8	<u>Field firing:-</u> Demarcation of Areas.	GO/DS/JS	HS/ACS	MOS
9	Issue of notification under The Manoeuvres Field Firing and Artillery Practice Act, 1938	GO/DS/JS	HS/ACS	MOS
10	<u>Land Acquisition: -</u> A. Acquisition of land for Defence i.e. Air force /Army etc.	GO/DS/JS	HS/ACS	MOS
	B. Sanction of acquiring land U/S 17 of Central Land Acquisition Act (Urgent Clause)	GO/DS/JS	HS/ACS	MOS/HM
	C. Sanction of award	GO/DS/JS	HS/ACS	MOS



11	Meeting/Conferences relating to border affairs Distt./ State level, border matters.	GO/DS/JS	HS/ACS	---
12	Clarification Reg. domicile certificate.	GO/DS/JS	HS/ACS	<b>MOS</b>
13	Civil administration in army area occupied by Indian armed forces.	GO/DS/JS	HS/ACS	<b>MOS</b>
14	Cases under The Explosive Act, 1884 and The Explosive Substances Act, 1908	GO/DS/JS	HS	---
15	Reports of enquiries in respect of serious accidents under Indian Petroleum Act, 1934	GO/DS/JS	HS/ACS	<b>MOS</b>
16	Cases under The Rajasthan Prevention of Anti-Social Activities Act 2006	GO/DS/JS	HS/ACS	<b>MOS</b>
17	Petroleum and other dangerously in flammable substances.	GO/DS/JS	HS/ACS	---
18	Institution of Judicial enquiries and their reports.	GO/DS/JS	HS/ACS	<b>HM</b>
19	Adjournment motions, call attention notices, presentation of reports in legislature.	GO/DS/JS	HS/ACS	<b>MOS/HM</b>
20	All matters relating to Assembly Question etc.	GO/DS/JS	HS/ACS	<b>MOS/HM</b>
21	All matters relating to Parliament Question etc.	GO/DS/JS	HS/ACS	<b>MOS</b>
<b>22</b>	<b>Private Security Agencies</b>			
A	Appointment of controlling authority under the private security agencies (regulation) act 2005	GO/DS/JS	HS/ACS	<b>MOS/HM</b>
B	Appeals under the private security agencies (regulation) act 2005	GO/DS/JS	HS	---
C	Rules under the private security agencies (regulation) act 2005	GO/DS/JS	HS/ACS	<b>MOS/HM</b>
D	Clarification/reference to controlling authority under the private security agencies (regulation) act 2005 and Rules.	GO/DS/JS	HS/ACS	---

#### **H. Home Department (Group-X-Home-Law)**

1	Appeals under The Explosive Act, 1884 and Explosive Substances Act, 1908.	GO/JLR	SHL	---
2	Appeal under Rajasthan Cinema Regulation Act, 1952 and other related matters.	GO/JLR	SHL/ACS	<b>MOS</b>
3	Withdrawing from prosecution under section 321 of Cr. P.C., 1973  (a) Lok Adalat Cases recommended by District Committees set up vide order No. F.19(16)H-10/2006 dated 06-07-2006. (b) All other Case in which sanction for withdrawal is proposed. (c) All other cases in which sanction for withdrawal is not proposed.	GO/JLR  GO/JLR  GO/JLR	SHL/ACS  SHL/ACS  SHL/ACS	-----  <b>MOS/HM</b>  ----



4	Matters related to amendment in I.P.C., 1860 and Cr.P.C., 1973	GO/JLR	SHL/ACS	MOS/HM
5	Matters related to Tribes in deleted schedule.	GO/JLR	SHL/ACS	MOS
6	All criminal appeals/Criminal writ Petitions concerning criminal prosecution/Habeas Corpus Petition/SLPs	GO/JLR	SHL/ACS	---
7	Prosecution Sanction Under Section 196 Cr.P.C., 1973	GO/JLR	SHL/ACS	MOS/HM
8	<b>Establishment matters.</b>			
A	Recruitment relaxation provided for in Rules regarding age, qualification, experience etc.	GO/JLR	SHL/ACS	MOS/HM
B	Transfer/ Posting / Promotions and Deputation of Gazetted Officers	GO/JLR	SHL/ACS	MOS/HM
C	Voluntary Retirement	GO/JLR	SHL/ACS	MOS/HM
D	Compulsory retirement u/r 53(1) of RSR	GO/JLR	SHL/ACS	MOS/HM
	Appeals of non Gazetted staff	GO/JLR	SHL/ACS	---
E	All other establishment matters, including litigation	GO/JLR	SHL/ACS	---
9	Amendment in Service Rules	GO/JLR	SHL/ACS	MOS/HM
10	Foreign Training	GO/JLR	SHL/ACS	MOS/HM
11	Domestic Training Courses	GO/JLR	SHL/ACS	---
12	Adjournment motions, call attention notices, presentation of reports in legislature.	GO	SHL/ACS	MOS/HM
13	All matters relating to Assembly Question.	GO	SHL/ACS	MOS/HM
14	All matters relating to Parliament Question etc.	GO	SHL/ACS	MOS
<b>I. Home Department (Group-XI-Appeal/ACB &amp; VIG.)</b>				
1	All matter related to CVC.	GO/ACVC	CVC/ACS	HM
2	Appeal U/R-23 CCA Rules, 1958	GO/DS/JS	HS/ACS	---
3	Revision U/R 34 CCA Rules, 1958	GO/JS/SHL	ACS	MOS H.E GOV
4	All litigation matters concerning disciplinary proceedings of Non Gazetted personnel in Police/RAC/ FSL/ Wireless / ACB.	GO/DLR/JS/SHL	ACS	---
5	All matters pertaining to MACT claims.	GO/DLR/JS/SHL	ACS	---
6	Civil & Service Litigation\Appeals/writs/ Legal Drafting/Legal opinion	GO/DLR/JS/SHL	HS/ACS	---
7	All matters relating to appointment of GA/AAG/AG in service/civil/MACT claims	GO/DLR/JS/SHL	ACS	MOS
8	<b>SPUP (Sardar Patel University of Police)</b>			
	a. Nomination of members in BoM, Academic Council & Selection Committees	GO/JS	HS/ACS	MOS/HM
	b. Appointment of PRO-VC	GO/JS	HS/ACS	MOS/HM
	c. Creation of new posts	GO/JS	HS/ACS	MOS/HM
	d. Administrative & Financial sanctions above 200 Lakhs	GO/JS	HS/ACS	MOS
	e. Administrative & Financial sanctions up to 200 Lakhs	GO/JS	HS/ACS	---
	f. Matters related to complaints, inquiry & disciplinary actions	GO/JS	HS/ACS	MOS
	g. Other matters	GO/JS	HS/ACS	---
9	Adjournment motions, call attention notices, presentation of reports in legislature.	GO/JS	HS/ACS	MOS/HM
10	All matters relating to Assembly Question.	GO/JS	HS/ACS	MOS/HM
11	All matters relating to Parliament Question etc.	GO/JS	HS/ACS	MOS



<b>J. Home Department (Group-XIII-Grievance Redressal)</b>				
1	Atrocities on Women	GO/JS	HS/ACS	---
2	Sati Prevention Act, 1987	GO/JS	HS/ACS	MOS
3	Child Marriage rest. Act, 1929 (Child Marriage prohibition Act., 2006)	GO/JS	HS/ACS	MOS
4	Dowry prohibition Act, 1961	GO/JS	HS/ACS	---
5	Matters relating to atrocities on people belonging to Rajasthan, living in other parts of India. & Abroad.	GO/JS	HS/ACS	MOS
6	Complaints from ST/SC/Minorities/CAW/POCSO.	GO/JS	HS	---
7	(a) Disposal of reference received from SC/ST/ Minority Commissions and MHA (b) References having financial implications.	GO/JS	HS/ACS	---
8	Evaluation of Complaints relating to Atrocities on SC/ST received from all Distts.	GO/JS	HS/ACS	---
9	Sending all sort of complaints for necessary action to Distt. Magistrate.	GO/JS	HS	---
10	Inquests under 174 Cr.P.C., 1973	GO/JS	HS	---
11	National Unity Council.	GO/JS	HS/ACS	MOS/HM
12	SC/ST/PCR Act.	GO/JS	HS/ACS	MOS/HM
13	Protection of Children/Suppression of The Immoral Traffic (prevention) Act, 1956	GO/JS	HS/ACS	---
14	Adjournment motions, call attention notices, presentation of reports in legislature.	GO/JS	HS/ACS	MOS/HM
15	All matters relating to Assembly Question.	GO/JS	HS/ACS	MOS/HM
16	All matters relating to Parliament Question etc.	GO/JS	HS/ACS	MOS
<b>K. Home Department (Group-XIV-HR)</b>				
1	Complaints from National Human Rights Commission under Protection of Human Rights Act, 1993.	GO/JS	HS/ACS	---
2	Complaints from Rajasthan State Human Rights Commission under Protection of Human Rights Act, 1993.	GO/JS	HS/ACS	---
3	Financial sanction as per recommendations of NHRC/ RSHRC.	GO/JS	HS/ACS	MOS
4	Matters relating to RSHRC.	GO/JS	HS/ACS	---
5	All establishment matters relating to RSHRC	GO/JS	HS/ACS	MOS
6	Appointment of Chairman/ Members of RSHRC.	GO/JS	HS/ACS	MOS/HM
7	Adjournment motions, call attention notices, presentation of reports in legislature.	GO/JS	HS/ACS	MOS/HM
8	All matters relating to Assembly Question etc.	GO/JS	HS/ACS	MOS/HM
9	All matters relating to Parliament Question etc.	GO/JS	HS/ACS	MOS

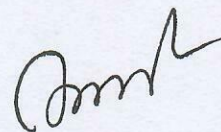
**Note :**

1. ACS means Additional Chief Secretary, Home and Chief Vigilance Commissioner, HS means Secretary, Home, SHL means Secretary Home Law, JS means Joint Secretary, ACVC means Additional Chief Vigilance



Commissioner, Sr. DS means Sr. Deputy Secretary, DS means Deputy Secretary and GO means Group Officer, or Officers holding charge thereof.

2. Cases falling in the category as laid down under Rules of Business will be submitted to the undersigned through Additional Chief Secretary, Home/Chief Secretary/State Home Minister.
3. Matters required to be presented before Cabinet as per Rule 17 of Rules of Business will be submitted to the undersigned through HS/ACS/CS/MOS.
4. All policy matters relating to the Department will be brought to the notice of MOS/HM depending upon the importance of the matter.
5. All cases considered important by the Secretary, Home/Secretary Home (Law)/Joint Secretary/Sr. Deputy Secretary/Deputy Secretary/Group Officer will be brought to the notice of the Additional Chief Secretary, Home.
6. Cases ordinarily to be disposed of by the Minister (Home) will be disposed by MOS, in the absence of the HM from the headquarters, provided that the case is of such a nature that it cannot await the arrival of the HM. However, such decisions should be confirmed by the HM later on. Similarly, when ACS is out of station or out of office then files where decision is to be taken at MOS/HM level, will be submitted by SHL/HS directly to MOS/HM, as the case may be.
7. Cases to be disposed of by HS, in his/her absence, will be disposed of by ACS.
8. In respect of appeals under RSC (CCA) Rules, 1958: -
  - I. Constable to ASI in Police Deptt. - Opportunity of being heard in the appeals under CCA Rules will be afforded by JS concerned and final orders shall be passed by him only.
  - II. Constable to Platoon Commander- Opportunity of being heard in the appeals under CCA Rules will be afforded by JS concerned and final orders shall be passed by him only.
  - III. Sub-Inspector/ PC in Police Deptt.- Opportunity of being heard in the appeals under CCA Rules will be afforded by HS concerned and final orders shall be passed by him.
  - IV. Inspector / CC in Police Deptt.- Opportunity of being heard in the appeals under CCA Rules will be afforded by ACS and final orders shall be passed by him.
9. Cases not covered by the above items will be examined by Group Officer and put up to MOS/HM through ACS for orders.



**(Bhajan Lal Sharma)**  
**Chief Minister (Home Minister)**