

New Delhi, the 12th February, 2016

OFFICE MEMORANDUM

Subject: Preparation/submission of notes for consideration of the Cabinet and Cabinet Committees.

It has been observed that often proposals for consideration of the Cabinet seeking extension of ongoing projects/schemes are received after passage of considerable time after the initially approved completion date. Such delays in seeking extension are undesirable as it increases uncertainty on the project/scheme implementation and, therefore, slows down the decision making process of Government.

2. It has been decided that henceforth Ministries/Departments should invariably submit the proposal for consideration of the Cabinet, seeking extension of ongoing projects/schemes, in variance to the earlier Cabinet decision, well within the initially approved date of completion.
3. It is requested that the above instructions may be disseminated to all concerned for strict compliance on an immediate basis.
4. The Handbook on preparation of notes for Cabinet/Cabinet Committees has been modified accordingly to include this requirement.


(Sanjukta Ray)
Director
Tel: 2379 2204

To

All Secretaries to the Government of India.

Copy to:

1. Principal Secretary to the Prime Minister
2. Addl. Principal Secretary to the Prime Minister
3. CEO, NITI Aayog.