राजस्थान राज्य अतिथि नियम, 1991
(१९९५ तक संशोधित)

राज्य अतिथि माना जाने के नियम

1. चौथाईला-1 में यथा स्थापित अतिथियों को राज्य अतिथि माना जायेगा।

2. विशिष्ट व्यक्तियों (भारतीय तथा विदेशी), जन व्यक्तियों से भिन्न जिनका उल्लेख उपर्युक्त-1 में किया गया है को भी सामान्य प्रगाढ़न विभाग के अनुमोदन से राज्य अतिथि माना जा सकेगा।

3. परिवार के सदस्यों द्वारा अभाव राज्य अतिथियों पर अधिकार उनके पति/पत्नी, पुत्र, पुत्रियाँ एवं माता/पिता से होगा। इन सदस्यों की संख्या में अतिथि ५ (पांच) तक सीमित रखी, जब जब कि राज्य सरकार के सामान्य प्रगाढ़न विभाग द्वारा ही निर्धारित अनुसार सहमति प्रदान न कर दी जाये।

4. राज्य अतिथियों के साथ अन्य जन व्यक्ति अथवा सदस्यों अधिकारियों के अनुसार प्रमाण का संबंध करें।

5. (i) राज्य अतिथियों को राजभवन, अयूड, राज्य होटल नियम के होटलों, सांभव हामिद, टार्गेट बसालों तथा राज्य के अन्य सरकारी गेस्ट हामिदों में रखा जायेगा।

(ii) राज्य अतिथियों को एक ही कंप्यूटर की सुविधा जब कभी उपलब्ध हो अनुसार होगी।

6. राज्य अतिथियों का, सामान्य प्रगाढ़न विभाग द्वारा संगठित व्यक्ति या सम्पादित जिले के कस्टमेंट द्वारा यथा स्थिति, स्वागत किया जायेगा और विदा दी जायेगी।

7. राज्य अतिथियों को सम्पादित गेस्ट हामिद के सामान्य मिति के अनुसार मीट्रिक परिबार जायेगा और इसका विदा, उनके यहाँ प्रवेश दरों के अनुसार सामान्य प्रगाढ़न विभाग को में विदा जायेगा।

8. भारतीय अतिथियों को मिति बिन्दुक नहीं दी जायेगी। विशेष अतिथियों के मामले में सामान्य विद्या के अधार पर मिति दी जा सकती है जब तक कि सरकार के सामान्य प्रगाढ़न विभाग ने अनुमति आदेश न दे दिया हो।

9. राज्य अतिथि समीक्षा अभियान दल जैसे धूम्रपान, हायड्रोजन की सवारी, आदि प्राप्त हो और अभियान व्यक्तियों को भी मीट्रिक करना चाहिए हो, तब इसके लिए उनके विवेक के स्वाभाव पर लागू होने वाली बरों के अनुसार संबंध करें। जब तक कि सामान्य प्रगाढ़न विभाग द्वारा अनुमति आदेश न दे दिया गया हो।
10 राज्य अतिथियों के लिये स्थानीय परिवहन की निर्मल व्यवस्था की जाएगी, जब तक कि राज्य सरकार के सामान्य प्रशासन विभाग द्वारा राजस्थान राज्य में भ्रमण के लिये राजकीय परिवहन के उपयोग हेतु अन्यथा सहमति प्रदान न कर दी जाए।

राज्य अतिथियों द्वारा स्थान के वाहन से राजस्थान राज्य की यात्रा पर आने पर इन्हें वाहन उपलब्ध नहीं कराया जाएगा, जब तक कि राज्य सरकार के सामान्य प्रशासन विभाग द्वारा इसके लिए अन्यथा सहमति प्रदान न कर दी जाए।

11 निजी प्रयागजन के लिये किये गए ढंगकाल अनुज्ञात नहीं लेकिन जब तक कि राज्य सरकार के सामान्य प्रशासन विभाग ने इसके लिये विशिष्ट रूप से प्रशिक्षित न कर दिया हो।

12 (1) कूटी प्रभाव राज्य अतिथियों के विलोट में जोड़ दिया जायेगा तथा उनसे वसूल नहीं किया जायेगा।

(2) राज्य अतिथियों की, यदि आवश्यकता हुई तो भर्ती रहित पथं राज्य अतिथि नियम के अनुसार भेजे जाएँगे। अतिरिक्त चाल, काफी आदी भी उनके दौरा जानें। और इसके लिए सामान्य प्रशासन विभाग को भेजे जानें वाले विलोट में प्रभाव अभिभावक कर दिया जाए। इसी प्रकार राज्य अतिथियों के अधीक्षक में ये करने में भेजन पहुँचने का अतिरिक्त प्रभाव भी राज्य सरकार द्वारा ही संदेह किया जाए।

13 राज्य अतिथियों को विलोट गाँव प्रत्येक लोगों की खिड़की विलोट पर संबंधित राज्य अतिथि द्वारा (या उनके निजी सहायक द्वारा) हस्ताक्षर किए जाएं। परन्तु सेवक द्वारा इन पर हस्ताक्षर नहीं किये जाएंगे।

14 राज्य अतिथियों के कारण भर्ती किये गए विलोट को संबंधित गेट्स हाकोड़े अभिभावक द्वारा तथा अन्य प्रशिक्षितपत्रों द्वारा, अतिथियों के यात्रा पर आने के एक समय के अन्तर सामान्य प्रशासन (पुप-4) विभाग को अनुमोदन हेतु भेज दिया जाए।

15 राज्य अतिथियों की उच्चतम न्यायमण के सुवर्ण न्यायाधीश एवं न्यायाधीश तथा अन्य राज्यों के उच्च न्यायलयों के मुख्य न्यायाधीश एवं न्यायाधीश के अपवाद के अतिरिक्त प्रत्यक्ष राजस्थान याना पर 5 (पाँच) दिनों की कालविधि तक के लिए राज्य अतिथि माना जाएगा, जब तक कि राज्य सरकार के सामान्य प्रशासन विभाग द्वारा इसके लिए अन्यथा सहमति प्रदान न कर दी जाए।
उन अतिथियों की सूची जिन्हें राजस्थान में राज्य अतिथि माना जायेगा। (नियम-1 में निहित के अनुसार)

(अ) निम्न सूचित व्यक्ति जब गांवकीय कार्यवाह या अन्य राजस्थान की यात्रा पर आवे, उन्हें राज्य अतिथि माना जायेगा:

1. राष्ट्रपति तथा उनका दल।
2. उपराष्ट्रपति (पंतन अध्यक्ष, राज्य सभा) तथा उनका दल।
3. प्रधान मंत्री तथा उनका दल।
4. सभी राज्यों के राज्यपाल तथा उनका दल।
5. पूर्व राष्ट्रपति।
6. पूर्व उपराष्ट्रपति।
7. पूर्व प्रधान मंत्री।
8. अध्यक्ष लोक सभा।
9. केंद्रीय मंत्री।
10. अन्य राज्यों के मुख्य मंत्री तथा उनका दल।
11. प्रतिष्ठित के नेता, लोकसभा।
12. प्रतिष्ठित के नेता, राज्य सभा।
13. उपाध्यक्ष, राज्य सभा।
14. उपाध्यक्ष लोक सभा।
15. केंद्रीय राज्य मंत्री।
16. अन्य राज्यों के विधान सभा के अध्यक्ष।
17. केंद्रीय उप मंत्री।
18. अन्य राज्यों के मंत्री, राज्य मंत्री, उप मंत्री।
19. अन्य राज्यों के विधान सभा के उपाध्यक्ष।
20. पूर्व राज्यपाल, राजस्थान।
21. उच्च न्यायालय के मुख्य न्यायाधीश तथा न्यायाधीश, उनकी पत्नी/पति, आर्थिक पृष्ठ तथा अभिवादित पुलिस की भी राजस्थान में उनके शासकीय या प्रिय श्रमण के दौरान 7 (सात) विन की कालावधि के लिये राज्य अतिथि माना जायेगा।
22. अन्य राज्यों के उच्च न्यायालयों के मुख्य न्यायाधीश, पत्नी/पति, उनकी आर्थिक पृष्ठ तथा अभिवादित पुलिस को पारंपरिक दरार के आधार पर 7 (सात) विन की कालावधि के लिये राज्य अतिथि माना जायेगा चाहे उनकी यात्रा लेक कार्यक्लापों की बावजूद गांवकीय इण्टरी के लिये न हो।
(२) शाक्तिक बातों पर अपने निर्णयलिखित अभिवृद्धि नाना आयोगः-

1. अन्य राज्यों के उत्तर न्यायालयों के न्यायाधीश और उनके परिकर के एक समय नौ(तीस्रे)
कर्तव्रति विवस के लिये राज्य अथवा विधि वाता आयोग जब जब उनकी याचा लेक राज्य कार्यकालीन
की शाक्तिक हुभूती के लिये हो।
2. राजधानी, सदस्य एवं प्रमाणधारा, नियुक्तानुमान, भारत सरकार।
3. भारत का महान्यायाधीश।
4. भारत का राज्यक जातिपत्ति, महानर्मिता परिषद।
5. अन्य राज्यों के मुख्य सचिव।
6. अन्य राज्यों के नियुक्त के नेता।
7. इ. जमीन तथा उनके जियर के रेख के निर्माण अधिकारी।
8. मुख्य चुनाव आयुक्त एवं उनचुनाव आयुक्त, भारत सरकार।
9. अध्यक्ष एवं सदस्य, अन्य संस्थास्थित आयोग, भारत सरकार।
10. अध्यक्ष एवं सदस्य, अनुसूचित जाती, अनुसूचित जन जाति आयोग, भारत सरकार।
11. अध्यक्ष एवं सदस्य, राष्ट्रीय स्वास्थ्य अधिकार आयोग।
12. अध्यक्ष एवं सदस्य, राष्ट्रीय सहयोग वर्ग आयोग।
13. अध्यक्ष एवं सदस्य, संस्थास्थित आयोग, भारत सरकार।
14. अध्यक्ष एवं सदस्य, विधि आयोग, भारत सरकार।
15. अध्यक्ष, सदस्य एवं जनरल मैनेजर, रेलवे बोर्ड।
16. अध्यक्ष, भारतीय आयोग, भारत सरकार।
17. अध्यक्ष, भारतीय नाशन निगम।
18. अध्यक्ष एवं सदस्य, देशा आयोग।
19. अध्यक्ष एवं सदस्य, कृतीय प्रयश्चित कर बोर्ड।
20. अध्यक्ष एवं विशेष, विश्व विद्यास्थान अनुसूचार आयोग।
21. अध्यक्ष, भारतीय पालिका परिषद।
22. अध्यक्ष, भारतीय प्रेस परिषद।
23. अध्यक्ष, आई.आई.आई.।
24. अध्यक्ष, भारतीय बीजन बीमा निगम।
25. अध्यक्ष तथा सदस्य, कृषि. मूल्य आयोग।
26. अध्यक्ष, भारतीय व्यापार प्रबंध बोर्ड।
27. अध्यक्ष, रुचि दुःस्त और इंडिया।
28. अध्यक्ष, उपाध्यक्ष एवं सदस्य, राष्ट्रीय सहयोग कर्मचारी आयोग।
29. अध्यक्ष एवं सदस्य, कृतीय लेख रेलवे आयोग।
30. सदस्य, कृतीय जन आयोग।
31. गवर्णर एवं उन गवर्मेंट, भारतीय रिजर्व बैंक।
32. अन्य राज्यों के मुख्य सचिव।
33. भारत सरकार के संस्थास्थित सचिव।
34. आयुक्त सचिवालय, वित्त मंत्रालय, भारत सरकार।
35. कृतीय अन्यथा यह, सहयोग निगम।
36 भारत सरकार के सचिव एवं अपर सचिव।
37 मैहिंट अवार्ड बोर्ड के सदस्य जिन्हें राजस्थान सिविल सेवा (ग्रांट और ग्रांट रिवाज, मैहिंट अवार्ड और मैहिंट प्रमाण पत्र) नियम, 1973 के अंतर्गत नियुक्त किया गया हो।
38 जिस बैठक टीम के सदस्य (समर्थित भंडारी तथा विभाग द्वारा नियुक्त पर)
39 महा निगमक, अकादेमिया।
40 महा निगमक, आई. एस. एस. आई।
41 महा निकटक ई.एस.आई. कार्यालय।
42 एस. जी. एस. जी. पी. डी. एस. एस. पी. डी।
43 राष्ट्रपति एवं प्रधान मंत्री के अधिकार मुख्य सम्पर्क/दायित्वों के निर्धारण हेतु राजस्थान के बाहर से पाए गए अनेक स्रोतों के अधिकारी/कर्मचारी।

टिप्पणी
1 यात्रा पर आने वाले मंगियों तथा अन्य विशिष्ट व्यक्तियों के परिवार के सदस्य, एक निजी सचिव या विशेषाधिकारी या विशिष्ट सहायक या अतिरिक्त निजी सचिव या निजी सहायक तथा दो परिचालक (आदेशी), प्राइम डिप्लोमा (डोर्सेट) एक या एक से अधिक, सूचना कंप्यूटर एवं एयर कुंड (सर्वत्र कोई हो) जो उन्हें समय अंतर्गत ही, को भी राज्य अतिथि का माना जायेगा। यात्रा पर आने वाले मंगियों के साथ आने वाले राज्य अतिथियों के अनुसार अयोग्य व्यक्ति सर्किट साइट, इसके बाद या अन्य कहीं भी (उससे भी विचार होते) होते, भोजन तथा परिचालन के लिये राजस्थान के कर्मचारियों पर लगाया देने के अनुसार संदेह करें।

2 निजी निर्मित विशिष्ट व्यक्ति के संबंध राज्य अतिथियों के परिवार के सदस्य, एक निजी सचिव या निजी सहायक और महान चालक (डोर्सेट) एक या एक से अधिक, सूचना कंप्यूटर एवं एयर कुंड (यदि कोई हो) जो उन्हें समय अंतर्गत ही, को भी राज्य अतिथि का माना जायेगा। यदि उनके साथ आने वाले परिवार के सदस्यों को भी उससे स्थान पर रखा जायेगा ज्ञान राज्य अतिथि को उन्हें यह भी जाना होगा कि प्रति उनके साथ आने वाले कर्मचारियों को, उनकी प्रस्ताव पर अनुसार उन्हें को व्यवहार उपलब्ध कराई जायेगी।

3 विशिष्ट व्यक्ति को राजस्थान यात्रा पर, यात्रा की राजकीय अवधि निजी होने की सुनिश्चित न होने पर, उन्हें राजकीय यात्रा पर नहीं माना जाएगा।

4 ऐसे विशिष्ट व्यक्ति जो यह यह राजस्थान यात्रा पर आते हैं, उन्हें एक गायक भिन्न मान के (7) विदर्श अधिक द्वारा विभाग अतिथि के अनुसार या अतिथि के अनुसार समाधान प्रदान न कर दी जाए।
INSTRUCTIONS REGARDING ACTION TO BE TAKEN ON THE DEATH OF HIGH DIGNITARIES

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
CHAPTER - I GENERAL

Section - I

INTIMATION

1.1. In the event of the death of Union dignitary namely, the President, vice-
President, Prime Minister, Speaker of the Lok Sabha, Chief Justice of India, Cabinet
Minister, Minister of State or Deputy Minister of the Union, the Secretary of the
dignitary concerned will inform the Secretary of Ministry of Home Affairs at once
about the death. In case the death of the dignitary takes place while on tour in India,
the local district Officer will be informed, and, it shall be his duty to inform the
Chief Secretary of the State Government/U.T. and Secretary Ministry of Home
Affairs, Chief Secretary on receipt of information, will also inform Secretary,
Ministry of Home Affairs. In respect of a former President as well as State
dignitaries, namely, Governor and Chief Minister, the Chief Secretary of the State
Govt. concerned will at once send intimation to the Secretary, Ministry of Home
Affairs about the death.

1.2. The Ministry of Home Affairs send an official communication about the
death of central dignitaries to the State Governments, Secretaries to Governors,
L.Gs., Chief Commissioners and Administrators of Union Territories by crash
wireless messages or most immediate telegrams and also inform all
Ministries/Departments of the Government of India and Supreme Court etc.

1.3. The Ministries and Departments referred to in para 1.2. will, in turn,
inform all authorities subordinate to and/or under them. The State Government and
Union Territory Administrations will also inform all authorities located in the
State/Union Territory.

1.4. Simultaneously with the issue of the official communication the Ministry
of Home Affairs will inform the *AIR and *Doordarshan who will announce the
death/official mourning of the dignitary immediately on receipt of intimation from the
Home Ministry. The Heads of Department/Offices of the Central Government located
in and outside Delhi will take action accordingly on the basis of such an
announcement, in case they have not otherwise received officially the news about the
death earlier from the Ministry of Home Affairs or State Government/Union
Territory Administration.

1.5. The External Affairs Ministry will communicate the information to all
Foreign Missions in India and Indian Mission abroad.

_____________________________________
Director General A.I.R.
Director General Doordarshan.
SECTION II
STATE MOURNING

2.1 State mourning will be observed throughout India in the event of the death of the President, Prime Minister or the former President.

2.2 State mourning will be observed with the State concerned in the event of the death of a Governor and, at the discretion of the State Government, in the event of the death of a Chief Minister of the State Government concerned.

2.3 Ordinarily there will be no State mourning in the event of the death of any other dignitary but in individual cases the Central Government may issue special instruction.

2.4 There will be no official entertainment during the period of State mourning.

2.5 The National Flag will be flown at half-mast during the period of State mourning, as indicated in section IV.

SECTION III
STATE FUNERAL

3.1 A State funeral will be accorded in the event of the death of the President, Prime Minister, a former President or a Governor.

3.2 No State funeral will be accorded in the event of the death of any other dignitary but in individual cases Central Government may order a State funeral.

3.3 A State funeral will be attended by all the gazetted officers of Government who may be present in the station. Service personnel will wear dress as for State functions.

3.4 Arrangements for the State funeral will be made by the Ministry of Defence on receipt of information from the Ministry of Home Affairs. In the case of the death of any person mentioned in para 3.1 Ministry of Defence should proceed to make necessary arrangements without waiting for information from Ministry of Home Affairs. (The detailed procedure for State funeral is given in the Annexure).
SECTION IV
HALF-MASTING OF NATIONAL FLAGS

4.1 In the event of the death of the following dignitaries the National Flag will be half-masted at the places indicated against each on the day of the death of the dignitary:

**Dignitary**

<table>
<thead>
<tr>
<th>Dignitary</th>
<th>Place or Places</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Union dignitaries</strong></td>
<td></td>
</tr>
<tr>
<td>President</td>
<td>Throughout India</td>
</tr>
<tr>
<td>Vice President</td>
<td></td>
</tr>
<tr>
<td>Prime Minister</td>
<td></td>
</tr>
<tr>
<td>Former President</td>
<td></td>
</tr>
<tr>
<td>Speaker of the Lok Sabha</td>
<td>Delhi</td>
</tr>
<tr>
<td>Chief Justice of India</td>
<td></td>
</tr>
<tr>
<td><strong>Union Cabinet Minister</strong></td>
<td>Delhi and State Capital</td>
</tr>
<tr>
<td>Minister of State or Dy. Minister of the Union dignitaries</td>
<td>Delhi</td>
</tr>
</tbody>
</table>

**State dignitaries**

<table>
<thead>
<tr>
<th>State dignitaries</th>
<th>Place or Places</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governor</td>
<td></td>
</tr>
<tr>
<td>Lt.Governor</td>
<td></td>
</tr>
<tr>
<td>Chief Minister of a State</td>
<td></td>
</tr>
<tr>
<td>Chief Minister of a Union Territory</td>
<td>Throughout the state or Union territory concerned.</td>
</tr>
<tr>
<td>Chief Executive</td>
<td></td>
</tr>
<tr>
<td>Councillor, Delhi</td>
<td></td>
</tr>
<tr>
<td>Cabinet Minister in a State</td>
<td>Capital of the State concerned.</td>
</tr>
</tbody>
</table>

**Note:** "Delhi" means the areas under the jurisdiction of the Delhi Municipal Corporation, the New Delhi Municipal Committee and the Delhi Cantonment Board.

4.2 If the intimation of the death of any dignitary is received in the afternoon, the flags will be half-masted on the following day also at the places or places indicated above, provided the funeral has not taken place before sunrise on that date.

4.3 On the day of the funeral of a dignitary mentioned in para 4.1 the flags will be half-masted at the place where the funeral takes place.

4.4 When State mourning is observed on the death of any dignitary, the flags will be half-masted throughout the period of mourning throughout India in the case of the Union dignitaries and throughout the State concerned in the case of a State dignitary.
SECTION V

SPECIAL PROVISIONS WITH REGARD TO NATIONAL DAYS AND NATIONAL WEEK

5.1 Not withstanding the earlier provisions of the Chapter:-

[a] no State mourning shall be observed on the Republic Day, Independence day and Mahatma Gandhi's Birth Day as these are days of National rejoicing. If any such day falls within a period of State mourning, the mourning shall be interrupted on such day and the unexpired period of mourning shall be observed immediately following the interruption.

[b] there shall be no half-masting of the National Flag on any of the days aforesaid but if a National Flag is flown on the building where the body of the deceased dignitary is lying that Flag shall be half-masted until such time as the body is removed and the flag shall be raised to the full-mast position after the body has been removed; and

[c] even though State mourning is interrupted on any such day, official entertainment scheduled on that day shall be cancelled, but other official programmes may be proceeded with.

Note :- There is no bar to the observance of State mourning and half-masting should an occasion arise for the same on any day of the National Week (from 6th April to 13th April) or on other days when the Republic Day celebrations take place, namely, 25th, 27th, 28th and 29th January.

SECTION VI

CLOSING OF CENTRAL GOVERNMENT OFFICES

6.1 Closing of Central Government offices on the death of high dignitaries are indicated below :-

President -On the day on which death occurs and also on the day of the funeral throughout India;

Vice President -On the day on which death occurs throughout India; and at the place where the funeral takes place, for half-a-day on the day of the funeral;

Prime Minister -On the day on which death occurs and also on the day of the funeral throughout India;

Former President -On the day of the funeral throughout India.
Union Cabinet Minister - For half-a-day in Delhi and if the funeral takes place outside Delhi, for half-a-day at the place where the funeral takes place;

Minister of State/Deputy Minister of the Union - Offices under the direct charge of the deceased Minister will be closed for half-a-day in Delhi and, if the funeral takes place outside Delhi, for half-a-day at the place where the funeral takes place;

Governor or Chief Minister of a State - In the Capital of the State concerned for half-a-day; if death occurs at a place outside the State capital, also for half-a-day at that place; and if the funeral takes place at any other place, for half-a-day at the place where the funeral takes place.

6.2 Industrial establishments of the Central Government are not to be closed on the death of any high dignitary except that in the event of the death of the President such establishments will remain closed only on the day of the funeral at the place where the funeral takes place. That day will also be declared as a public holiday at that place under the Negotiable Instruments Act, 1881. No public holiday will be declared under that Act on the death of any other dignitary.

6.3 In the event of the death of a State or Union territory dignitary, the State Government or Administration concerned will take its own decisions for the closure of its offices. The offices and the industrial establishment of the Central Government are not required to follow suit in such cases, but in the event of the death of a Governor or a Chief Minister of a State, such offices (but not industrial establishments) should be closed in accordance with para 6.1.

6.4 If the intimation of the death of President, Vice-President, Prime Minister or Former President is received after office hours, Central Government office will be closed throughout India on the following day if it is otherwise a working day.

6.5 If intimation of the death of the President, Vice-President, Prime Minister of Former President is received during office hours late in the afternoon, offices will be closed for rest of the day but if it is not possible to effect closure for more than three hours, Ministry of Home Affairs may issue instructions for closing the office on the following day also if it is otherwise a working day.

6.6 In the event of the death of a Union Cabinet Minister, the Ministry of Home Affairs will intimate the particular half day when offices at Delhi and at the place of the funeral may remain closed.

6.7 In the event of the death of a Union Minister of State or Deputy Minister, the concerned Ministry or Department will determine the particular half day when their offices may remain closed at Delhi and at the place of funeral. The closure should be so adjusted to enable officers and staff of the Ministry or Department concerned to pay homage to the deceased or attend the funeral.
6.8 In the event of the death of a Governor or Chief Minister of a State, the particular half day when the offices may remain closed will be determined by the Heads of local offices in consultation with the Chief Secretary of the State Government.

6.9 In the event of the death of the President or Prime Minister, offices and industrial establishments of the State Governments and Governments/Administration of Union Territories will follow the above instructions. These offices need not be closed in the event of the death of any other union dignitary.

6.10 In the event of the death of an Administrator or Chief Minister or other Minister of a Union Territory, the Government / Administration of the Union Territory concerned may take its own decision regarding closure of its offices. Other Central Government offices in the Union Territories will not be closed on such occasions.

6.11 Closure of the Supreme Court, High Court and the Court of the Judicial Commissioner on the death of high dignitaries is governed by the orders issued by the Court itself. Closure of the Subordinate Courts in the States and the Union Territories is also governed by the orders issued by the High Court or the Court of the Judicial Commissioner, as the case may be.

In the event of the death of the President or the Prime Minister the Registrars of the Supreme Court/High Court/Court of the Judicial Commissioner have been requested to move the concerned Court to follow these instructions in order to maintain uniformity.

CHAPTER II

PROCEDURE IN INDIVIDUAL CASES

7. The following procedure will be observed on the death of high dignitaries in India viz., President, Vice-President, Prime Minister, former President, Speaker of the Lok Sabha, Chief Justice of India, Union Cabinet Minister, Minister of State or Deputy Minister of the Union, Governor, Chief Minister of the State.

PRESIDENT

8.1 In the event of the death of the President, the Ministry of Home Affairs will take action as follows:

[1] Issuing of gazette notification extraordinary (black bordered) announcing the death;

[2] Declaring State Mourning throughout India for a period of 13 days;

[3] Issuing instructions for half-masting of the National Flag throughout India for the duration of the State Mourning; and
[4] Issuing of orders for—

[a] closing of all offices of the Central Government throughout India on the day of the death and on the day of funeral,

[b] closing of industrial establishments of the Central Government at the place where the funeral takes place, and

[c] declaring a public holiday under the negotiable Instruments Act, 1881 at the place where the funeral takes place, if it is not already a public holiday.

8.2 Ministry of Defence will arrange in consultation with the Secretary to the President for the State Funeral with full Military honours and firing of minute guns 21 in number at the time of the funeral. (Detailed instructions for the funeral are given in the annexure)

8.3 Secretary to the President will obtain instructions of the Acting President about issuing of obituary notification on behalf of the President to be published in the gazette extraordinary (black bordered).

VICE PRESIDENT

9.1 In the event of the death of the Vice-President the Ministry of Home Affairs will take following action :-


[2] Issuing of instructions for half-masting of National Flags throughout India on the day of the death and on the day of the funeral at the place where the funeral takes place; and

[3] Issuing of orders for closing of all offices of Central Government throughout India on the day of the death and for closing these offices for half-a-day at the place where the funeral takes place.

9.2 Secretary to the President will obtain instructions of the President as to whether any obituary notification is to be issued in the gazette of India extraordinary (black bordered).
PRIME MINISTER

10.1 In the event of the death of the Prime Minister, the Minister of Home Affairs will take the following action:-

[1] Issuing of gazette notification extraordinary (black bordered) announcing the death;

[2] Declaring State Mourning throughout India for a period of 12 days;

[3] Issuing of instructions for half-masting of the National Flags throughout India for the duration of the State Mourning; and

[4] Issuing of orders for closing of all offices of the Central Government throughout India on the day of the death and on the day of funeral.

10.2 Ministry of Defence will arrange in consultation with the Secretary to the President,‘Prime Minister for the State Funeral with full Military honours (Detailed instructions for the funeral are given in the annexure).

10.3 Secretary to the President will obtain instructions of the President about issuing of obituary notification on behalf of the President to be published in the gazette extraordinary (black bordered).

FORMER PRESIDENT

11.1 In the event of the death of a former President the Ministry of Home Affairs will take the following actions:-

[1] Issuing of gazette notification extraordinary (black bordered) announcing the death;

[2] Declaring State Mourning throughout India for a period of 7 days.

[3] Issuing of instructions for half-masting of the National Flags throughout India for the duration of the State Mourning;

[4] Issuing of orders for closing of all offices of Central Government in India for one day - on the day of the death, funeral takes place on the same day otherwise on the day of the funeral; and

[5] Issuing of obituary notification in the gazette of India extraordinary in the (black bordered).

11.2 Ministry of Defence will arrange for State funeral with full Military honours in consultation with the Chief secretary to the State Government/Union territory concerned where the former President is resident (Detailed instructions regarding the funeral are given in the annexure).
GOVERNOR

12.1 The State Government concerned will take action as follows :-

[1] issuing of gazette notification extraordinary (black bordered) announcing the death; and

[2] observation of State Mourning within the State for a period not exceeding 7 days as the State Government may decide.

12.2 National Flags will be flown at half-mast during the period of State Mourning on all buildings where they are flown regularly within the State.

12.3 Central Government offices will be closed :-

[a] in the capital of the State concerned for half-a-day;

[b] if death occurs at a place outside the State Capital also for half a day at that place; and

[c] if the funeral takes place at any other place, for half-a-day at the place where the funeral takes place;

The particular half day when the offices of the Central Government may remain closed will be determined by the Heads of local offices in consultation with the Chief Secretary of the State Government.

12.4 The State Government concerned will make arrangements for the State funeral with full military honours in consultation with the Secretary to the Governor and local military authorities (Detailed instructions regarding the funeral are give in the annexure).

12.5 The Chief Secretary of the State Government concerned will announce the date, time and place of the funeral and will communicate the details thereof to :-

[a] President, Vice-President, Prime Minister and the Secretaries to the Ministries of Home Affairs, Defence and External Affairs and

[b] The State Governments, Secretaries to Governors/ Lt. Governors and Chief Commissioners/Administrators by Crash Wireless Message or Most Immediate Telegram.

12.6 The Ministry of External Affairs will arrange to inform all Diplomatic Missions at Delhi who have Diplomatic/Consulate offices in the State capital concerned.
12.7 The Ministry of Home Affairs will prepare an obituary notification for the consideration of the President and when approved, publish it in the gazette extraordinary (black bordered).

CHIEF JUSTICE OF INDIA

13. In the event of the death of the Chief Justice of India the Ministry of Home Affairs will take the following action:-

[1] issuing of gazette notification extraordinary (black bordered), announcing the death; and

[2] issuing of instructions for half-masting of National Flag in Delhi on the day of the death and on the day of the funeral at the place where the funeral takes place.

SPEAKER OF THE LOK SABHA

14. In the event of the death of the Speaker of the Lok Sabha the Ministry of Home Affairs will take the following action :-

[1] issuing of gazette notification extraordinary (black bordered) announcing the death; and

[2] issuing of instruction for half-masting of National Flag in Delhi on the day of the death and on the day of the funeral take place.

CABINET MINISTERS OF THE UNION

15. In the event of the death of a Cabinet Minister of the Union, the Ministry of Home Affairs will take the following action :-

[1] issuing of gazette notification extraordinary (black bordered) announcing the death;

[2] issuing of instructions for half-masting of National Flag in Delhi and Capitals of State/Union Territories on the day of death and on the day of the funeral at the place where the funeral takes place;
issuing of orders for closing all offices of Central Government for half a day in Delhi and also at the place where the funeral takes place; and

issuing of obituary notification in the extraordinary gazette of India (black bordered).

CHIEF MINISTER

16.1 The State Government concerned will take action as follows: -

issuing of gazette notification extraordinary (black bordered) announcing the death; and

Ordinarily, there will be no State Mourning but in individual case the State Government concerned may order State Mourning within the State for not more than 7 days.

16.2 National Flag will be flown at half-mast on the day of death throughout the State concerned and on the day of funeral at the place where funeral takes place. If State Mourning is ordered the Flag will be half-masted during the entire period of mourning within the State.

16.3 Central Government offices will be closed:

[a] in the capital of the State concerned for half a day;

[b] if death occurs at a place outside the State capital, also for half a day at that place;

[c] if the funeral takes place at any other place, for half a day at the place where the funeral takes place;

The particular half day when the offices of the Central Government may remain closed will be determined by the Head of local offices in consultation with the Chief Secretary of the State Government.

MINISTERS OF STATE OR DEPUTY MINISTERS OF THE UNION

17.1 In the event of death of a Minister of State or Deputy Minister of the Union, the Ministry of Home Affairs will take the following action:

issuing of gazette notification extraordinary (black bordered) announcing the death;
issuing of instructions for half-masting of National Flag in Delhi on the day of death and on the day of funeral at the place where the funeral takes place; and

issuing of obituary notification in the extraordinary gazette of India (black bordered).

17.2 Offices of the Central Government under the direct charge of the deceased Minister will be closed for half a day in Delhi and if the funeral takes place outside Delhi for half a day at the place where the funeral takes place. The concerned Ministry/Department will determine the particular half day when their offices would remain closed at Delhi and at the place of the funeral.

CABINET MINISTERS IN STATE

18.1 The State Government concerned will issue a gazette notification extraordinary (black bordered) announcing the death.

18.2 National Flag will be flown at half-mast on the day of death in the capital of the State concerned and on the day of funeral at the place where funeral takes place.

DIGNITARIES OF UNION TERRITORIES

19.1 In the event of the death of a Lieutenant Governor or the Chief Minister of Union Territory or of the Chief Executive Councillor of Delhi, the Union Territory concerned will issue a gazette notification extraordinary (black bordered) announcing the death.

19.2 National Flag will be flown at half-mast on the day of death throughout the Union territory concerned and on the day of funeral at the place where the funeral takes place.

FOREIGN DIGNITARIES

20.1 In the event of death of any Head of Foreign State or any high dignitary or any other important person of a foreign State, the Ministry of External Affairs will take a decision about half-masting of the National Flag and, where necessary, observance of State Mourning and communicate the decision to the Ministry of Home Affairs who issue necessary instructions in the matter.

20.2 In the event of the death of a foreign dignitary, if the day on which State mourning and half-masting would normally have been observed falls on Republic Day, Independence Day or Mahatma Gandhi's birthday, instructions in their behalf will be observed on the following day.
GENERAL:

1. A State Funeral, as apart from a purely Military funeral, will be accorded to any dignitary when ordered by the Government of India.

Before the arrangements are made for the funeral, and after the customary/religious rituals have been performed, the body will lie in State to enable last homage being paid to the deceased.

In the case of the death of the President a vigil party from the senior officers of the three services down to the rank of Brigadier and equivalent will be on vigil duty while the body is lying in State.

2. The main procession will normally start from the residence of the deceased or the place where the body is lying. But if the mortuary is too far away from the place of burial/cremation or unsuitable for the procession to form up, another suitable place will be selected where the main procession will form up. The body up to his selected place will be brought escorted by a small party in vehicles. Suitable barricades may be erected at this place. This will enable the cortege carrying the body to join the procession that is already formed up.

3. Procedure before Procession starts: The order of forming up at deceased residence is given at Appendix 'I'.

Following points are for clarification:

[a] The main procession will normally be formed up on the road. The point from which the procession will start would be earmarked and suitably barricaded.

[b] The Chief mourners, bearers and Pall bearers will be inside the building, where the body will lie.

[c] The carriage will be just outside the building with the firing party or a detachment from the leading escort as the case may be on the right or left of the carriage depending on the direction in which the carriage is to move.

[d] Mourners who have to lay wreaths will be behind the carriage and the firing party.

[e] Depending upon the availability of troops locally, the route of the funeral procession will be lined for appropriate distances both at the beginning and at the end, except for the President for whom the entire route as far as possible will be covered.
The strength of the escort to move the funeral procession is laid down in Appendix-V. "The prescribed escorts are the ceiling and not a compulsory requirements and these will be inclusive of all personnel i.e. Pall Bearers, Bearers, bandsmen and firing party."

4. The coffin suitably draped by a National Flag of the of the appropriate size will be brought out by the bearers, accompanied by Pall Bearers and followed by the Chief Mourners.

5. As the body is brought out of the building, all those near the carriage will come to attention. The firing party will 'present arms', when officers in uniform will salute. The firing party will then 'Reverse arms' as the coffin is placed on the carriage. Officers in uniform will salute. When the coffin has been properly placed on the carriage, the mourners will lay the wreaths in order of precedence and then proceed to join other mourners lining the road.

6. The cortage is now ready to move off. The firing-party or leading detachment and the reminder of the leading portion of procession will pass through the mourners and band the drummers (with drums muffled). Who will have formed up in two ranks facing inwards. 2 paces interval between men and 6 paces distance between ranks.

*Note:* A gun carriage with a flat board on top will be used as far as possible to add solemnity to the occasion. Ropes may also be provided on the hearse to enable the mourners to pull the carriage. At places other than the Capital. If the flat boards are not locally available, these may be ordered from such places as possible.

7. If the procession is to start from a selected place, the procedure will be as follows:

   a) The order of forming up is given at Appendix-II
   b) The order of march from the residence of the deceased to the selected place will be as follows:

   Motor Cyclists
   Escort-Max. two jeeps
   Vehicles carrying body
   Bearers
   Pall bearers
   Chief mourners

   IN VEHICLES

   Rear escort-max. two jeeps.

   c) The rest of procedure will be the same as in paragraphs 5 to 7 above.
THE PROCESSION
8. The order of march of the Procession is given at Appendix-III

9. After laying the wreaths, the mourners will join the other mourners lining up the road, the Officer/N.C.O. in charge of firing party will give the command 'right' or 'left' turn, slow march. The carriage will follow the firing party.

10. The front escort will move off in 'slow time' and resume its correct position, i.e. in front of the firing party.

11. The mourners and band and drummers will get into their proper position in the procession as the firing party or leading detachment and the reminder of the leading portion of the procession passes between their ranks. The officers in uniforms will salute as the carriage carrying the body passes them.

12. The band and drums will begin to play the 'Dead March' after joining the procession and when 300 yards from the mortuary and continue for such a distance as the officer-in-charge may have ordered before marching off. The firing party or leading detachment will receive the command 'Quick March' (the reminder conforming) when the band/drummers cease playing.

When at a convenient distance from the cemetery/cremation ground and at the instance of the officer-in-charge the officer/N.C.O. in charge of the firing party or leading detachment will give the command 'Slow March' and the band/drummers will again begin playing.

13. Troops lining up the route will be at the Order Arms. As the funeral procession comes into view they will be at 'Rest on your Arms Reversed'. They will "Present Arms" as the head of the funeral Procession approaches them and revert to 'Rest on your arms Reversed', with the passing of the procession. When the procession is out of sight, the troops will resume the procession of 'Order Arms' and await further instructions for dispersal.

14. Troops lining up, who are part of the Escort, will join in behind the rear Escort as it passes through them.

15. When marching in slow time, arms will be carried at the reverse, in quick time at the reverse trial (but forward, sling uppermost). During the march, arms may be changed, but the party will NOT march at ease.

PROCEDURE AT CREMATION/BUrIAL GROUND
16. Arrival at the place of Cremation Burial:--

[a] When the head of the procession arrives near the cremation/ground ground, the rank's of the firing party or leading detachment and the band and drum will open out to 6 paces distances, and on order of the Officer/N.C.O.-in-charge 'half-turn inward's-rest on their arms reversed'.
[b] Leading motor cyclists will move to the car park.

c] Front escort will line up the remainder of the route and thicken the cordon around the cremation/burial ground. The rear escort may also be used for cordonning the area.

d] The coffin is then moved by the bearers and carried head end/feet-end foremost in accordance with the religious practice and local custom.

e] The vehicles of the VIP’s accompanying the procession will proceed to the car park.

17. The order of procession will now be:

   Pandit/Granthi/Moulvi etc.
   Coffin with bearers and Pall bearers.
   Mourners.
   Band and drums.
   Firing Party/Attachment.

18. The order of forming up at the cremation/burial ground is given at Appendix-IV.

PROCEDURE DURING CREMATION/BURIAL

19. Before fire is set to the pyre or the coffin is lowered into the grave, the flag, head dress, side arms and wreaths will be removed.

20. During this time, if the deceased is Hindu/Sikh, selected Bhajans may be sung by the Bhajan party.

21(1) In the case of the death of a serving President the following procedure should be observed:

[a] Minute Guns: 21 Minute guns will be fired when the body is being conveyed to the burning ghat or burial place. The first round will be fired when the body is placed on gun carriage and the cortege starts moving.

[b] Gun Salute: Gun salute of 21 guns will be fired when the pyre is lit or the body is laid in the grave.

(2) In case of other deceased personages a salute of 3 volleys of small arms fire shall be given on the occasions mentioned in preceding sub-paragraph.

22. After the volleys of small arms fire, and when authorize the Gun Salute, have been fired, the buglers will sound the Last Post - a short interval.
approximately 5 seconds duration then the 'Reveille'. During the sounding of these calls, all will stand to attention Firing party/detachment will fix bayonets and present arms. Officers will remain at the salute during the sounding of the Last Post and the Reveille.

**PROCEDURE AT THE CONCLUSION OF THE CEREMONY**

23. The band and drums will move off followed by the firing party/detachment, mourners and the rest inside the enclosure in that order. Service personnel when marching off the enclosure will get into three without any word of Command having been given.

24. The firing party will unfix bayonets at the first opportunity after leaving the cremation/burial grounds. The band will NOT play, nor the drums beat until the party is entirely clear of the cremation/burial grounds.

25. The mourners will move off to their respective Car Parks after coming out of the enclosure.

26. The portion of Escort not required for cordonning any more will also move off.

**GENERAL INSTRUCTIONS**

27. In making check list of the arrangements for lying in State, an effort should be made to ensure that the following requirements are fulfilled as far as possible in view of the circumstances :-

(i) The body should be placed in an open ground or large verandah on a raised mound or a platform.

(ii) The path on which the people have to file past should be broad enough to enable 4-5 persons to walk abreast.

(iii) There should be one way traffic and suitable barricading should be put up at the place where the body is lying in State.

(iv) Publicity and persuasion should be employed to keep the people moving rather than lingering near the body.

(v) The lying in State should be of as long a duration as the religious and other considerations may permit.
28. Check-list Regarding the Route of the Procession:

(i) Traffic on the route of the procession should be stopped 15 minutes in advance.

(ii) The public should be dissuaded from accompanying the procession and it should be explained to them through advance publicity that it would be more befitting if they take up position on the route and pay their respect in an orderly manner.

(iii) The route of procession should be determined in consultation with local administrative authorities. The route should be as long as possible so that a large number of people may have a chance of paying homage, this may be broadcast in advance along with the details of the arrangements and the part the public is expected to play.

(iv) Only the cars in which the family members of the departed leader and high dignitaries are accommodated, should accompany the cortege. Ordinarily the number should not exceed five or six and these should be provided with special car park labels and their position in the procession should be fixed. Heads of the Diplomatic Missions wishing to be present at the funeral should be allowed to go in advance.

(v) Adequate arrangements should be made for photo coverage and press. For this purpose, an open truck should be provided for cameramen and one or two buses for the accredited press correspondents—both foreign and India. Two stands each being able to accommodate about eight persons or three moveable step ladders should also be provided for the photographers and pressmen at the cremation grounds, facilities to All India commentators should also be provided.

(vi) Adequate arrangements for lighting, cleanliness and sanitation should be made at the site of the cremation grounds. Details should be decided by the Co-ordinating Committee.

(vii) The cremation/burial site may be enclosed by suitable barricades. So that the principal mourners, military escort party, etc. can approach the place and take up their positions. The general public and other mourners should not be permitted to come within the barricaded enclosure. To assist improper crowded regulation and control, suitable enclosures may be erected in reasonable proximity to enable them to watch and follow the ceremony.
BEARERS AND PALL BEARERS

29. The Pall Bearers will march immediately on either side of the carriage, and the bearers on the outer flanks at 2 paces interval. The position of the Pall Bearers will be in order of seniority alternatively on either side of the coffin, the senior being in rear on the right hand side, the next senior in the rear on the left hand side, and so on.

If the space does not permit, the Bearers and / of Pall bearers will march behind the coffin.

THE FIRING PARTY

30. The constitution of the Firing Party will be as laid down by the Services.

STANDARDS, GUIDONS OR COLOURS

31. These will be carried by units forming part of the escort irrespective of whether the escort is wholly included in the procession or is partially employed in lining the routes. No compliments will, however, be paid to them during the procession. All Standards, etc., brought out on the occasion will be duly draped in black.

DRESS

32. (a) Service Personnel :- As for State Functions.

(b) Government Civil Officials :- Formal dress or official dress, if any laid down.

CO-ORDINATION

33. Secretary in the Ministry of Home Affairs/Chief Secretary as the case may be will co-ordinate and exercise overall control over the arrangements made at the time of the State Funeral. For this purpose, the Home Secretary will have a Co-ordinating Committee consisting of :-

(1) Home Secretary, Chairman.
(11) Addl. Secretary, Ministry of Home Affairs.
GOVERNMENT OF RAJASTHAN

GENERAL ADMINISTRATION DEPARTMENT 'A'

INSTRUCTIONS
REGARDING ACTION TO BE TAKEN
ON THE DEATH OF HIGH DIGNITARIES IN RAJASTHAN

General Administration Department
No. F.10(1)GA/A/53, dated the 17th June, 1957
INSTRUCTION REGARDING ACTION TO BE TAKEN ON THE DEATH OF HIGH DIGNITARIES IN RAJASTHAN
(No. F. 10(1)GA/A/53, dated 17.6.1957.)

The following procedure will be observed on the death of high dignitaries in Rajasthan, viz, Governor, Chief Minister, Ministers, Deputy Minister, Chief Justice of Rajasthan, Speaker of the Rajasthan Legislative Assembly, the members of Parliament representing the Rajasthan State and the members of Rajasthan Legislative Assembly.

GOVERNOR

(1) In the event of the death of the Governor while holding office, the Secretary to the Governor will alone in form the Secretary to the President of the event by Most Immediate Telegram. He will at the same time inform the Government of India (Ministry of Home Affairs), Director, News Services Division, A.I.R. New Delhi, and also all Governor's Secretaries, Chief Commissioners and the Chief Secretary to the Government of Rajasthan of the event by Most Immediate Telegram (Draft -I) and endorse a copy of the telegram to local Military authorities for their information. He will by a subsequent telegram inform them of the day and time fixed for the funeral as soon as a decision has been taken (Draft-II).

(2) The same information will be supplied by the Governor's Secretary to the Chief Secretaries of the State and to the Head of the offices of the Government of the India in the State.

(3) The State Government will publish a Gazette Extra-Ordinary announcing the death. Copy of which will be sent to the Government of India in the Ministry of Home Affairs (Draft-III).

(4) The State Government will issue instructions regarding the period for which State Mourning will be observed which shall not exceed seven days within the State.

(5) The State Government will make arrangements for the funeral in conjunction with the Secretary to the Governor and the local Military Authorities. the Government of India will be approached so that the local Military Authorities will arrange for the firing of 19 minute guns at the time of the funeral at the headquarters of the State Government, provided artillery units are available locally or within a distance of 50 miles.

(6) The State Government will issue such orders as they consider necessary for the closing of offices under their control, flying of flags at half-masted and the State mourning. If the intimation is received after 12 noon, Offices will be closed not only for the afternoon but also for the following day, both days to be declared as paid holidays for all daily-rated employees of the Government of Rajasthan (Draft IV & V).
(7) The funeral will be attended by all Gazetted officers of the Government who may be present at the Station.

(8) The State Government will issue an obituary notification in the Rajasthan Gazette Extra-Ordinary (black-edged).

(9) The day of the funeral will be declared a public holiday under the Negotiable Instruments Act (Draft IX).

II CHIEF MINISTER

On receipt of intimation of the death of the Chief Minister, while holding office, the Chief Secretary to the Government will immediately (by most immediate Telegram) inform the Government of India in the Ministry of Home Affairs, Director News Services Division, All India Radio, New Delhi, the Chief Justice of Rajasthan, Ministers and Deputy Ministers who are absent from the headquarters, viz., on tour etc. (Draft VI) and endorse a copy of the telegram to local Military authorities for their information. The Speaker of the Rajasthan Legislative Assembly, all Secretaries to Government, Heads of Departments of Rajasthan Government, etc. will be informed separately by an office. Memo(Draft VII). This communication will also contain orders regarding the closing of offices and half-masting flags. If the intimation is received after 12 noon, offices will be closed not only for the afternoon but also for the following day both days to be declared as paid holidays for all dailyrated employees of the Government of Rajasthan.

(2) The State Government will issue a Gazette-Extra-Ordinary announcing the death of the Chief Minister, copy of which will be specially sent to the Government of India Ministry of Home Affairs (Draft III).

(3) The Chief Secretary to Government will obtain the orders of the Governor as regards the period of State mourning, if any and inform all Secretaries to Government, Heads of Departments etc., directing the observance of State mourning and that there will be no public entertainment during the period of State Mourning (Draft IV).

(4) After consultation with the Military authorities the State Government will make arrangement for the funeral, and the Chief Secretary to the Government will inform the Secretary to Governor, Secretaries to Government, Heads of Government Department, etc., of the day and the time of the funeral, and endorse copies to Government of India, Ministry of Home Affairs (Draft VIII).

(5) The funeral will be attended by all Gazetted Officers of the Government who may be present at the Station.

(6) The day of the funeral will be declared a public holiday under the Negotiable Instruments Act (Draft IX).
(1) Inform the Government of India in the Ministry of Home Affairs, Director General of Police, Division 1, New Delhi, Secretary to Government, Secretary to Government, and Secretaries of Departments, etc., of the death (Draft VII).

(2) Issue order for closing of offices and for the hoisting of flag at half-mast on all buildings under the control of the Government of Rajasthan throughout the State (Draft II).

(3) Issue a Gazette Extra-Ordinary announcing the death (Draft III).

(4) Issue an obituary notification in the Gazette Extra-Ordinary (black edged).

IV. DEPUTY MINISTERS

Action is to be taken in the cases of all Deputy Ministers except PWD, where officers will be directed to:
(a) The head office of the Government and
(b) The office of any place outside the capital area within the State at the place where the death occurred.

V. CHIEF JUSTICE OF RAJASTHAN

In the event of the death of the Chief Justice, the Governor will inform the other secretaries of the Government of Rajasthan and ex officio the Governor of the event.

(1) The Secretary to the Government of Rajasthan will inform the Secretary to the Government of the Chief Justice of the event.

(2) The Secretary to the Government of Rajasthan will inform the Secretary to the Government of the President. In cases where the President is not in India, the Government of the event will be communicated to the President through the Government of India.
VI. SPEAKER OF THE RAJASTHAN LEGISLATIVE ASSEMBLY.

In the event of death of the Speaker of the Rajasthan Legislative Assembly, while holding office :-

(1) the Secretary, Rajasthan Legislative Assembly will inform the Chief Secretary to the Government of Rajasthan and the Secretary to the Governor of event.

(2) the Chief Secretary to the Government will inform the Government of India in the Ministry of Home Affairs, Director News Service Division, A.I.R., New Delhi, Secretary to Governor, Chief Justice of Rajasthan, Secretaries to Government of Rajasthan, Heads of Departments etc., of the event (Draft VI).

(3) issue orders for closing of offices and for the hoisting of flags at half-mast on all buildings under the control of the Government of Rajasthan throughout the State (Draft XI).

(4) issue a Gazette Extra-Ordinary announcing the death. (Draft III).

(5) issue an obituary notification in the Gazette Extra-Ordinary (black edged).

VII. MEMBERS OF PARLIAMENT REPRESENTING RAJASTHAN AND MEMBERS OF RAJASTHAN LEGISLATIVE ASSEMBLY.

On receipt of intimation of the death of a M.P. representing the State of Rajasthan or an M.L.A., the Chief Secretary to Government will send a condolence message to the members of the family of the deceased.

VIII. GENERAL

(i) on the death of a Ruler of any of the Covenanting States of Rajasthan, the Government of Rajasthan will take such action as may be appropriate in each case subject to the conditions indicated below :-

(a) No public holiday should be declared in connection with the death of Rulers unless there are any special considerations which apply in any particular case.

(b) Expenditure in connection with the death ceremonies should be met from the personal funds of the Rulers' or their relatives except that if police honours are authorised in any particular case, the cost should be met from the State revenues.
Subject to exigencies of administration, police honours should be rendered at the funerals of Rulers.

(d) None of the considerations enumerated above apply to the cases of death of Rulers' relatives.

(ii) On the death of any head of a Foreign State or any high dignitary of a Foreign State, or other important person, the Government of Rajasthan will take such action as may be appropriate in each case.

N.B. - Buildings referred to above do not include Government Houses. The action to be taken in regard to hoisting of flags at half-mast on such houses and residential buildings is as follows:

1. On the death of Governor flags will be hoisted at half-mast on the residence of the deceased Governor until the end of the day of the funeral, and on the residences of other Governors and Chief Commissioners on the day of the funeral.

2. The personal standards of the Governor should not be half-masted on any occasion except in the unfortunate event of the death of the particular Governor himself or of the President.

3. On the death of Chief Minister, Ministers, Deputy Ministers, Chief Justice of Rajasthan, and Speaker of the Rajasthan Legislative Assembly action will be taken in accordance with the orders issued at the time by the Government.
ANNEXURE ‘A’

(DRAFT I)
Most Immediate Telegram to the Secretary to the President, Government of India (Ministry of Home Affairs), Secretaries to All Governors/Chief Commissioners and Director, News Service Division, All India Radio, New Delhi.

MOST IMMEDIATE TELEGRAM

MOST PROFOUNDLY REGRET TO STATE THAT THE (Name and designation) PASSED AWAY AT (time) ON (date).

SECRETARY TO GOVERNOR RAJASTHAN

(DRAFT II)

MOST IMMEDIATE TELEGRAM.

CONTINUATION OF MY TELEGRAM

FUNERAL OF LATE (Name & Designation) WILL TAKE PLACE ON (date and time) AT (Place).

SECRETARY TO GOVERNOR RAJASTHAN

(DRAFT III)

NOTIFICATION

The Government of Rajasthan announce with deep and profound regret the death of (Name and Designation) at (time) on (date).

Chief Secretary to Government

(1) Copy to Government of India, Ministry of Home Affairs.

(DRAFT IV)

Office Memorandum

THE UNDERSIGNED IS DIRECTED TO ANNOUNCE WITH DEEP REGRET THE DEATH OF (Name & Designation). IT HAS BEEN DECIDED AS A MARK OF RESPECT THAT ALL OFFICES UNDER THE CONTROL OF THE GOVERNMENT OF RAJASTHAN THROUGHOUT RAJASTHAN WOULD BE CLOSED ON (Dates) AND THAT FLAGS WOULD BE FLOWN AT HALF-MAST ON ALL GOVERNMENT BUILDINGS. THE DAY SHOULD BE TREATED AS PAID HOLIDAY FOR ALL DAILY RATED EMPLOYEES OF THE RAJASTHAN GOVERNMENT. STATE MOURNING WILL BE OBSERVED FOR ___ DAYS UPTO AND INCLUDING (Dates) IN THE WHOLE OF RAJASTHAN AND THERE WILL BE NO PUBLIC ENTERTAINMENT DURING THIS PERIOD. THE FUNERAL WILL TAKE PLACE ON (Date & Time) AT (Place).

Chief Secretary to Government

ALL GOVERNMENT DEPARTMENTS

100
(DRAFT V)

Immediate Telegram to all Heads of Departments situated outside the capital.

PROFOUNDLY REGRET TO STATE THAT (Name & Designation) PASSED AWAY AT (Time) ON (Date). OFFICES TO BE CLOSED FOR (Dates) AS A MARK OF RESPECT. STATE MOURNING WILL BE OBSERVED FOR (Days) UNLESS AND INCLUDING (Dates) FLAGES WILL BE FLOWN AT HALF-MAST AND THERE WILL BE NO PUBLIC ENTERTAINMENT DURING THIS PERIOD.

Chief Secretary to Government

(DRAFT VI)

MOST IMMEDIATE TELEGRAM TO GOVERNMENT OF INDIA, MINISTRY OF HOME AFFAIRS AND THE DIRECTOR, NEWS SERVICE DIVISION, ALL INDIA RADIO, NEW DELHI

MOST IMMEDIATE TELEGRAM
MOST PROFOUNDLY REGRET TO STATE THAT (Name & Designation) PASSED AWAY AT (Time) ON (Date)

Chief Secretary to Government

Note:- This telegram is to be repeated to the Chief Justice of Rajasthan, Ministers & Deputy Ministers who are absent on tour etc.

(DRAFT VII)

Office Memorandum

THE UNDERSIGNED IS DIRECTED TO ANNOUNCE WITH DEEP REGRET THE DEATH OF (NAME AND DESIGNATION). IT HAS BEEN DECIDED AS A MARK OF RESPECT THAT ALL OFFICES UNDER THE CONTROL OF THE GOVERNMENT OF RAJASTHAN THROUGHOUT RAJASTHAN SHOULD BE CLOSED ON (DATES) AND THAT FLAGES SHOULD BE FLOWN AT HALF-MAST ON ALL GOVERNMENT BUILDINGS. THE DAY SHOULD BE TREATED AS PAID HOLIDAY FOR ALL DAILY RATETED EMPLOYEES OF THE RAJASTHAN GOVERNMENT. IT IS REQUESTED THAT NECESSARY STEPS MAY BE TAKEN IMMEDIATELY TO IMPLEMENT THE DECISION.

Chief Secretary to Government of Rajasthan

TO
All Secretaries to Government, Heads of Departments. The Speaker of Rajasthan Legislative Assembly.
MOST IMMEDIATE TELEGRAM

CONTINUATION MY TELEGRAM ..................................................() FUNERAL OF LATE
(Name and Designation) WILL TAKE PLACE ON (Date and time) AT (Place) ()

Chief Secretary to Government

(DRAFT IX)

NOTIFICATION

In exercise of the powers conferred by section 25 of the Negotiable
instruments acts, 1881 (XXVI of 1881), the Rajasthan Government is pleased to
declare (Days) the (Date), being the day of funeral of (Name) to be a public
holiday throughout Rajasthan.

Chief Secretary to Government

Copy to all Heads of Departments etc.

(DRAFT X)

Office Memorandum

The undersigned is directed to announce with deep regret the death of (Name
& Designation) it has been decided as a mark of respect that the flags should be flown
at half-mast on all Government Buildings in the capital of the seat of the High Court,
and at (Place of Death) until after the funeral.

Chief Secretary to Government

To
All Heads of Departments etc.
(DRAFT XI)

Office Memorandum

The undersigned is directed to announce with deep regret the death of (Name & Designation). It has been decided as a mark of respect that the flags should be flown at half-mast on all Government buildings throughout Rajasthan and the Government Offices should be closed on (Date).

Chief Secretary to Government

To
All Heads of Departments etc.

ANNEXURE 'B'

Detailed procedure for State Funeral.

1. General - A state Funeral, as apart from a purely Military will be accorded to any dignitary when ordered by the Government.

2. The main procession will normally start from the residence of the deceased or the place where the body is lying. But if the mortuary is too far away from the place of burial cremation or is unsuitable for the procession to form up, an other suitable place will be selected where the main procession will form up, the body up to this selected place will be brought escorted by a small party in vehicles.

3. Procedure before Procession start.- The order of forming up at the deceased residence is given at Appendix 'A'.

Following points are for clarification :-
(a) The main procession will normally be formed up on the road.
(b) The Chief mourners, bearers and pall bearers will be inside the building.
(c) The carriage will be just outside the building with the firing party or a detachment from the leading escort as the case may be on the right or left of the carriage depending on the direction in which the carriage is to move.
(d) Mourners who have to lay wreaths will be behind the carriage and the firing party.
(e) Part of the escort will line the whole route.
4. The coffin suitably draped by a National Flag of the country of the deceased will be brought out by the bearers, accompanied by Pall bearers and followed by the Chief mourners.

5. As the body is brought out of the building all those near the carriage will come to attention. The firing party will give 'Present arms' and 'Reverse arms' as the coffin is placed on the carriage. Officers in uniform will salute. When the coffin has been properly placed on the carriage, the mourners will lay the wreaths in order of precedence and then proceed to join the mourners lining the road.

6. The cortege is now ready to move off. The firing party or leading detachment and the remainder of the leading portion of the procession will pass through the mourners and band and drummers (with drums muffled), who will have formed up in two ranks facing inwards 2 paces interval between men and 8 paces distance between ranks.

7. If the procession is to start from a selected place the procedure will be as follows:

(a) The order of forming up is given at Appendix 'B'.

(b) The order of march from the residence of the deceased to be selected place will be as follows:

- M/Cs.
  - Escort-Max. two jeeps.
  - Vehicle carrying body.

- Bearers.
  - Pall bearers.
  - Chief mourners.

  } in vehicles

- Rear escort-Max. two jeeps.

(c) The rest of procedure will be the same as in paragraph 5 and 6 above.

8. The Procession: The order of march of the procession is given at Appendix 'C'.

9. After laying the wreaths the mourners will join the other mourners lining up the road. The head of the firing party will give the command 'right' or 'left turn' - 'Slow march'. The carriage will follow the firing party.

10. The front escort will move off in 'slow time', and resume its correct position i.e. in front of the firing party.
11. The mourners and band and drummers will get into their proper position in the procession as the firing party or leading detachment and the remainder of the leading portion of the procession passes between their ranks. The officers in uniform will salute as the carriage carrying the body passes them.

12. The band and drums will begin to play the 'Dead March' after joining the procession and when 300 yards from the mortuary and continue for such a distance as the officer-in-charge may have ordered before marching off. The firing party or leading detachment will receive the command 'Quick March' (the remainder confirming), when the band/drums cease playing.

When at a convenient distance from the cemetery and at the instance of the officer-in-charge, the Havildar-in-charge of the firing party or leading detachment will give the command 'Slow March' and the band/drummers will again begin playing.

13. Troops lining up the route will present arms to the funeral procession as the head of the funeral procession approaches them, and the rest on their arms reversed again, as the firing party approaches.

14. Troops lining up, who are part of the escort, will join in behind the rear escort as it passes through them.

15. When marching in slow time, arms will be carried at the reverse, in quick time at the trail or at the slope in the case of Naval personnel. During the march, arms may be changed, but the party will NOT march at ease.

16. Procedure at Burial/Cremation Ground. - Arrival at the place of Cremation/Burial :-

(a) When the head of the procession arrives near the cremation/burial ground, the ranks of the firing party or leading detachment and the band and drums will open out to 6 paces distance, and on order of the Havildar-in-charge 'half-turn inwards'- 'rest on their arms reversed'.

(b) Leading motor cyclist will move to the car park.

(c) Front escort will line up the remainder of the route and thicken the cordon around the cremation/burial ground. The rear escort may also be used for cordonning the area.

(d) The coffin is then moved by the bearers and carried feet-end foremost.

(e) The vehicle of the VIP accompanying the procession will proceed to the car park.
17. The order of the procession will now be-

Pandit / Granthi / Moulvi, etc.,
Coffin with bearers and Pall bearers.
Mourners.
Band and drums.
Firing Party / Detachment.

18. The order of forming up at the cremation/burial grounds is given at Appendix 'D'.

19. Procedure during cremation/Burial. - Before fire is set to the pyre or the coffin lowered into the grave, the flag, head dress, side arms and wreaths will be removed.

20. During this time, if the deceased is a Hindu/Sikh selected Bhajans may be sung by the Bhajans party.

21. For those entitled to it, the appropriate number of Gun Salutes will be given when the coffin is taken off the carriage and is being carried to the place of burial/cremation. Three volleys of small arms fire will be fired for all others when fire is being set to the pyre or when the body has been lowered into the grave.

22. After the volleys of Gun Salutes have been fired, the buglers will sound the 'Last Post' - a short interval then the 'Rouse'. During the sounding of these calls, all will stand to attention. Firing party/detachment will fix bayonets and present arms. Officers will remain at the Salute during the sounding of the Last Post and the House.

23. Procedure at the conclusion of the Ceremony.- The band and drums will move off followed by the firing party detachment, mourners and the rest inside the enclosure in that order. Service personnel when marching off the enclosure will get into three without any word of command having been given.

24. The firing party will unfix bayonets at the first opportunity after leaving the burial/cremation ground. The band will NOT play, nor the drums beat until the party is entirely clear of the cremation/burial ground.

25. The mourners will move off to their respective car parks after coming out of the enclosures.

26. The portion of escort not required for cordonning any more will also move off.
General Instructions

27. Bearers and Pall Bearers.

The Pall bearers will march immediately on either side of the carriage and the bearers on the outer Hanks at 2 paces interval. The position of the Pall bearers will be in order of seniority alternately on either side of the coffin, the senior being in rear on the right hand side, the next senior in rear on the left hand side, and so on.

If the space does not permit, the bearers and/or Pall bearers will march behind the coffin.

28. The firing party.

It consists of 1 Hav., 1 Nk. and 12 ORS. If the deceased is to be given Gun salutes a detachment of the same strength taken from a leading detachment of the escort will take its place.

29. Escort

The strength of the escort will be as laid down in Appendix 'E'.

30. Standards, guidons or Colours.

These will be carried by units forming part of the escort irrespective of whether the escort is wholly included in the procession or is partially employed in lining the routes. No compliments will, however, be paid to them during the procession.

31. Dress

(a) Service Personnel: Ceremonial order.
(b) Government Civil Official: Official dress, if any, laid down.
APPENDIX 'A'

FORMING UP OF THE PROCESSION AT DECEASED'S RESIDENCE

DIRECTION OF MARCH OF THE PROCESSION

4 MOURNERS NOT IN UNIFORM
3 MOURNERS IN UNIFORM
2 VIP MOURNERS
1 BAND AND DRUMMERS

NOTE: ALL STANDING IN SINGLE FILE FACING INWARDS

FRONT ESCORT

DRIVE FROM THE RESIDENCE

FIRING PARTY
O & T ESCORT

CORTEGE

MOURNERS WITH WREATHS

FRONT

RESIDENCE OF THE DECEASED

REAR ESCORT

CAVALRY IF ANY

VEHICLES OF VIP

108

0 TROOPS LINING THE ROUTES
APPENDIX 'B'

FORMING UP OF THE PROCESSION IF AT A DECEASED'S PLACE

4 MOURNERS NOT IN UNIFORM

3 MOURNERS IN UNIFORM

2 VIP MOURNERS

1 BAND & DRUMS

NOTE 1. ALL STANDING SINGLE FILE FACING INWARDS

BEARERS

PALL BEARERS

CHIEF MOURNERS

REAR ESCORT

Cortege Escort

MOURNERS WITH WREATHS

REAR ESCORT

CAVALRY, IF ANY

VEHICLES OF VIP

DIRECTON OF MARCH OF THE PROCESSION

TROOPS LINING THE ROUTE

FRONT ESCORT

109
APPENDIX 'C'
ORDER OF MARCH OF PROCESSION

MOTOR CYCLISTS
ESCORT PARTY
FIRING PARTY
BAND AND DRESS DRUMMERS
Bearer Party
Gun Carriage
And
Pall Bearers

Chief Mourners

VIP in Order of Precedence

Mourners in Uniform
In Order of Seniority

Mourners Not in Uniform

Rear Escort Detachment

Vehicles of the VIPs
Forming
Procession

Note: Those in Uniform will form up in threes, others in sixes depending on the width of the road otherwise in threes.
APPENDIX 'D'

FORMING UP AT CREMATION BURIAL GROUND

V.I.P.s. 

BAND 

MOURNERS NOT IN UNIFORM 

MOURNERS NOT IN UNIFORM 

PRIEST OF 
RESPECTIVE 
RELIGION 

PALL BEARERS 

BEARERS 

PYER 

GRAVE 

CHIEF MOURNERS 

BHajan PARTY 

THE DOTS DENOTE THE TROOPS CORDONING
**APPENDIX 'E'**

**STRENGTH OF THE ESCORT**

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>President and visiting Heads of Foreign States and Governors-General of Common Wealth Countries.</td>
<td>1500</td>
</tr>
<tr>
<td>2</td>
<td>Prime Ministers of Foreign and Common Wealth States/Heads of Foreign and Common Wealth Missions of the rank of Ambassador/High Commissioner/Minister Plenipotentiary accredited to India</td>
<td>1000</td>
</tr>
<tr>
<td>3</td>
<td>All others</td>
<td>500</td>
</tr>
</tbody>
</table>
अध्याय 11 (स)
राजस्थान सरकार
सामान्य प्रशासन ( गुप-6 ) विभाग
कर्मकाण्ड :- प्र 4 (3) सा प्र/6/94
समस्त जिला कलेक्टर
राजस्थान

रेखा :- स्वतंत्रता सेवानी के देखने पर उनकी राजकीय सम्मान देने वाला।

महत्त्व,
उपरोक्त विषयानुसार निर्देशानुसार लेख है कि राज्य सरकार ने यह निर्देश लिया है कि स्वतंत्रता सेवानीयों के देखने पर उनका अनितम संस्कार पूर्ण राजकीय सम्मान के साथ किया जाये। इस रेखा में निम्न कार्यवाही करने के निर्देश दिए जाते हैं:-

1. स्वतंत्रता सेवानी का देखना हो जाने पर उनके निमाश स्थान पर राज्य सरकार एवं मुख्यमंत्री जी की ओर से सम्मिलित-जिला-कलेक्टर-द्वारा पारित उपहार पर पुष्पहर (रीढ़), समाधिविः किया जाये।

2. विभाग स्वतंत्रता सेवानी की अनितम यात्रा में पारित उपहार को राज्यीय ध्वज (सिराज) में लंबा अंकर से जाया जाये।

3. अनितम यात्रा के शामिल स्थल पर पहुँचने पर अनितम संस्कार करने से पूर्व उनके पुलिस गार्ड द्वारा निरोधित प्रक्रिया के अनुसार सलामी दी जाये।

तिरंगा बरपे और पुष्पहर आदि पर होने वाला ध्वज जिला कलेक्टर कार्यालय के "कार्यालय ध्वज" से बहन किया जायेगा। यह ध्वजपुर्क सुनिश्चित किया जाये कि वह संस्कार या दफन से पूरा तिरंगा ध्वज हटा किया जाये।

इस संदर्भ में यह भी लेख है कि स्वतंत्रता सेवानी के देखने की एवं उपरोक्त की गई कार्यवाही की सूचना सम्मिलित जिला कलेक्टर,

1. सचिव, मुख्यमंत्री जी,
2. सचिव, संसदीय कार्य विभाग,
3. विभिन्न शासन सचिव, सामान्य प्रशासन विभाग एवं
4. सचिव, राजस्थान विधानसभा

को तलाक देग।

विशेष
( वी एल सारस्वत )
विभिन्न शासन सचिव

प्रतिलिपि समस्त सम्बन्धी आयुक्त को सूचना एवं आयुक्त कार्यवाही हेतु प्रस्तुत है।

हें---
उप शासन सचिव

113
ORDERS RELATING TO THE STATE EMBLEM OF INDIA

MINISTRY OF HOME AFFAIRS
GOVERNMENT OF INDIA
NEW DELHI
ORDERS RELATING TO THE STATE EMBLEM OF INDIA

1. STATE EMBLEM OF INDIA - DESCRIPTION AND DESIGN

(1) The State Emblem of India is an adaptation from the Sarath Lion Capital of Ashoka which is preserved in the Sarath Museum. The Lion Capital has four lions mounted back to back on a circular abacus. The frieze of the abacus is adorned with sculptures in high relief of an elephant, a galloping horse, a bull and a lion separated by intervening Dharma Chakras. The abacus rests on a bell-shaped lotus.

The profile of the Lion Capital showing three lions mounted on the abacus with a Dharma Chakra in the center, a bull on the right and a galloping horse on the left, and outlines of Dharma Chakras on the extreme right and left has been adopted as the State Emblem of India. The bell-shaped lotus has been omitted.

The motto "Satya meva Jayate" - Truth alone triumphs written in Devanagari script below the profile of the Lion Capital is a part of the State Emblem of India. The motto is taken from the Mundaka Upanishad, an ancient scripture.

Note: The State Emblem of India has been referred to as the State Emblem in the following paragraphs.

(2) For the accurate reproduction of the State Emblem, two standard designs have been approved. Prints of these designs are at APPENDICES I and II. Design I is in a simplified form and is intended for reproduction in small sizes such as for use in stationery, seals and die-printing. For reproduction in bigger sizes, only design II, which is more detailed, should be used.

All reproductions of the State Emblem should strictly conform to design I or Design II.

Photographic designs of the State Emblem can be obtained from the Manager Photo Litho Wing, Government of India Press, New Delhi.

Samples of standard dies of the State Emblem can be obtained from the Office of the Chief Controller of Printing and Stationery, New Delhi.

II. ADOPTION BY STATE GOVERNMENTS

The State Emblem has been adopted by the Governments of Assam, Bihar, Gujarat, Maharashtra, Nagaland, Rajasthan and West Bengal and has been incorporated in the Emblems adopted by the Governments of Andhra Pradesh, Haryana, Kerala, Madhya Pradesh, Mysore, Orissa, Punjab and Tamilnadu. The Governments and Administrations of all other Territories other than Himachal Pradesh and Chandigarh use the State Emblem. The Union Territory of Chandigarh has incorporated the State Emblem in the emblem adopted by it.
III - USE IN THE OFFICIAL SEALS

The State Emblem is the official seal of India. The use of the State Emblem for official seal is restricted to the following :-

1. President
2. Vice President
3. Union Ministers
4. Ministers and other Officers of the Central Government including Diplomatic Mission
5. Governors, Lieutenant Governors, Chief Commissioners and Administrators of Union Territories and
6. Ministers and Departments and Offices of the State Governments and of Union Territory Government and Administrations who have adopted the State Emblem.

Offices of Central Government permitted to use distinct emblems of their own may, however, use the same in their seals.

IV - USE ON STATIONERY

1. The State Emblem when printed or embossed on demi-official stationery used by Minister and Officers should appear on the top left hand corner. The lettering like "Home Minister" of "Ministry of Home Affairs" should appear on the top right hand corner.

2. The demi-official stationery used by Ministers should be embossed or printed in blue.

3. The demi-officials stationery used by officers should be embossed or printed in red colour except where an officer is specially authorised to use such stationery in some other colour. Names of officers should not be printed on such stationery.

4. The Members of Parliament may have the State Emblem embossed or printed on their stationery. The colour to be used for the purpose in the case of the Members of the Lok Sabha is green and that in the case of the Members of the Rajya Sabha is red. Such stationery, when supplied by the Chief Controller of Printing and Stationery, does not contain the names of addresses of the Members. But the Members may, at their discretion get such stationery, with their names and addresses, printed at private presses approved for this purpose by the Government of India in the Ministry of works, Housing and supply.

5. Where the stationery used by the Members of Parliament, contains the State Emblem it should not bear words like "Advocate, Supreme Court/High Court" and "Editor..............................Journal", below their name in the letter heads.
DESIGN OF OFFICIAL SEAL

(1) The designs of the brass seals and rubber stamps consist of the State Emblem enclosed in oval frame of adequate thickness. The name of the office should appear between the inner and outer rims of the frame. The abbreviated forms of names of Ministries/Offices may be inscribed where it is not possible to accommodate the names in full.

(2) Offices/Officers already permitted to use round shaped brass seals may however continue to use them. Round shaped rubber stamps may be used by:
1. Indian Missions/Posts abroad;
2. Ministry of External Affairs for special purpose such as on Passports, diplomatic identity cards, visas or entry permits. The round shaped embossing machine consisting of State Emblem is also being used by passport authorities in India and abroad;
3. Ministries of the Government of India on communication addressed to Indian Missions/Posts abroad.

VI - DISPLAY ON VEHICLES

(1) The State Emblem may be displayed on:
1. Vehicles of Rashtrapati Bhawan;
2. Cars of Vice President;
3. Vehicles of Raj Bhawans;
4. Vehicles of Raj Niwasas;
5. Cars and other means of transport used by the Heads of India's Diplomatic Missions in the countries of their accreditation; and
6. On the cars and other means of transport used by the Heads of India's consular Posts abroad in the countries of their accreditation subject to the laws, regulations and usages of the countries concerned.

(2) Triangular metal plaques showing the Ashoka Chakra (i.e. Dharma Chakra which is a part of the state emblem) may be used on the cars of -
- Cabinet Ministers of the Union;
- Ministers of State of the Union;
- Speaker and Deputy Speaker of Lok Sabha;
- Deputy Chairman of Rajya Sabha;
- Cabinet Ministers in State;
- Ministers of State in States;
- Speakers and Deputy Speakers of State Legislative Assemblies;
- Chairman and Deputy Chairman of State Legislative Councils;
Chief Commissioners and Ministers (other than deputy Ministers) of Union Territories with legislatures; and

Speakers and Deputy Speakers of Legislative Assemblies in Union Territories.

VII - DISPLAY ON PUBLIC BUILDINGS

(1) The State Emblem may be displayed only on very important public buildings like the Rashtrapati Bhavan, Raj Niwas, Supreme Court, High Courts, Central Secretariat, Parliament House, State/Union Territory Secretariats and Legislatures.

(2) The State Emblem may be displayed on the premises of India’s Diplomatic Missions abroad. The Heads of Missions may display the State Emblem at their residences.

(3) The State Emblem may be displayed on the buildings occupied by India’s Consulates abroad at the entrance doors thereof and on the residences of Heads of Consular posts subject to the law regulations and usages of the receiving State.

VIII - USE FOR VARIOUS OTHER PURPOSES

The State Emblem may be used on-

(i) Publications issued and films produced by Government;
(ii) Coins, currency notes, promissory notes and postal stamps with such modifications as may be considered necessary by the Mint or the Press.
(iii) Medals and Sanads instituted by Government;
(iv) Invitation cards for State functions;
(v) New Year and Greeting Cards sent by officers of Indian Missions abroad for legitimate representational purpose;
(vi) Representational Glassware, Crockery and Cutlery used at the Rashtrapati Bhawan, Raj Bhawans, Raj Niwas and Indian Missions/Posts abroad; and
(vii) Badges, collars, buttons, etc., of uniforms of Police, Excise Constabulary, etc., which carried, before adoption of this Emblem, the old Coat-of-Arms or Crown; Uniforms of various categories of Class IV staff of the Rashtrapati Bhavan, Uniforms of Class IV of staff of the Indian Missions/Posts abroad.
IX - USE BY THE ARMED FORCES PERSONNEL

The use of the State Emblem on the uniforms, badges, etc. of the Armed Forces shall be governed by the instructions laid down by the Ministry of Defence in this behalf.

X - USE FOR EDUCATIONAL PURPOSES

(1) The State emblem may be printed in school text books, books on history, art or culture or in any periodical as part of the text of a Chapter, Section etc., for the purpose of explaining or illustrating the origin, significance or adoption of the State Emblem.

Note :- State Emblem shall not be used on the front page, title or cover of any Publication except a Government Publication.

XI - GENERAL

(1) The State Emblem shall not be used for any business, calling or profession or in the title of any patent, or in any trade mark or design except in such cases and under such conditions as may be prescribed by the Central Government under Sections 3 of the Emblems and Names (Prevention of Improper Use) Act, 1950. Unauthorized use of the Emblem for such purposes is an offence under the Act.

(2) Private persons, bodies for persons, sports associations etc: are not permitted to use the State Emblem on their letter-heads, seats, crests, badges, house flags or for any other purpose except with the permission of the Government.
No. 33-Pres/79 - In supersession of all previous notifications issued on the subject, the following Table, with respect to the rank and precedence of the persons named therein which has been approved by the President, is published for general information:

1. President.
2. Vice-President.
3. Prime Minister.
4. Governors of States within their respective States.
5. Former Presidents.
5A Dy. Prime Minister.
6. Chief Justice of India.
7. Speaker of the Lok Sabha.
7A Cabinet Minister of the Union
    Chief Minister of States within their respective States.
    Deputy chairman, Planning Commission.
    Leaders of Opposition in the Rajya Sabha and Lok Sabha.
8A Ambassadors Extraordinary and Plenipotentiary and High
    Commissioners of Commonwealth countries accredited to India.
    Chief Ministers of States outside their respective States.
    Governors of States outside their respective States.
10. Deputy Chairman, Rajya Sabha.
    Deputy Chief Ministers of States.
    Deputy Speaker, Lok Sabha.
    Members of the Planning Commission.
    Ministers of the State of the Union and any other Minister in the
    Ministry of Defence matters.
11. Attorney General of India.
    Cabinet Secretary.
    Comptroller and Auditor-General of India.
    Lieutenant Governors within their respective Union Territories.
12. Chief of Staff holding the rank of full General or equivalent rank.
13. Envoy Extraordinary and Ministers Plenipotentiary accredited to
    India.
14. Chairman and Speakers of State Legislatures within their respective
    States.
    Chief Justice of High Courts within their respective jurisdictions.
15. Cabinet Ministers in States within their respective States.
   Chief Minister of Union Territories and Chief Executive Councillor,
   Delhi, within their respective Union Territories.
   Deputy Ministers of the Union.

16. Officiating Chiefs of staff holding the rank of Lieutenant general or
   equivalent rank.

17. Chairman, Central Administrative Tribunal.
   Chairman, Minorities Commission.
   Chairman, Scheduled castes and Scheduled Tribes Commission.
   Chairman, Union Public Service Commission.
   Chief Election Commissioner.
   Chief Justices of High Courts outside their respective jurisdictions.
   Puisne Judges of High Courts within their respective Jurisdictions.

18. Cabinet Minister in State outside their respective States.
   Chairman and Speakers of States Legislatures outside their respective
   States.
   Chairman, Monopolies and Restrictive Trade Practices Commission.
   Deputy Chairman and Deputy Speakers of States Legislatures within
   their respective States.
   Ministers of State in States within their respective States.
   Ministers of Union Territories and Executive Councillors, Delhi
   within their respective Union Territories.
   Speakers of Legislative Assemblies in Union Territories and Chairman
   of Delhi Metropolitan Council within their respective union
   Territories.

19. Chief Commissioner of Union Territories not having councils of
   Ministers, within their respective Union Territories.
   Deputy Ministers in States within their respective States.
   Deputy Speakers of Legislative Assemblies in Union Territories and
   Deputy Chairman of Metropolitan Council Delhi, within their
   respective Union Territories.

20. Deputy Chairman and Deputy Speakers of State Legislatures outside
   their respective States.
   Ministers of State in States, outside their respective States
   Puisne Judges of High Courts outside their respective jurisdictions.


22. Deputy Ministers in States outside their respective States.

23. Army Commanders/Vice Chief of The Army staff or equivalent in other
   Services.
   Chief Secretaries to State Governments within their respective States.
   Commissioner of Linguistic Minorities.
   Commissioner for Scheduled Castes and Scheduled Tribes.
   Members Minorities Commission.
   Members Scheduled Castes and Scheduled Tribes Commission.
   Officers of the rank of full General or equivalent rank.
   Secretaries to the Government of India (including officers holding this
   office ex-officio).
   Secretary, Minorities Commission.
Secretary, Scheduled Castes and Scheduled Tribes Commission.
Secretary to the President.
Secretary to the Prime Minister.
Secretary, Rajya Sabha, Lok Sabha.
Solicitor General.
Vice-Chairman, Central Administrative Tribunal.
24. Officers of the rank of Lieutenant General or equivalent rank.
25. Additional Secretaries to the Government of India.
Additional Solicitor General.
Advocate Generals of States.
Chairman, Tariff Commission.
Charges, Affairs and Acting High Commissioners a pied and ad interim.
Chief Ministers of Union territories and Chief Executive Councillor,
Delhi, outside their respective Union Territories.
Chief Secretaries of State Governments outside their respective
States.
Deputy Comptroller and Auditor General.
Deputy Speakers of Legislative Assemblies in Union Territories and...
Deputy Chairmen, Delhi, Metropolitan Council, outside their
respective Union Territories.
Director, Central bureau of Investigation.
Director General, Border Security Force.
Director General, Central Reserve Police.
Director, Intelligence Bureau.
Lieutenant Governors outside their respective Union Territories.
Members, Central Administrative Tribunal.
Members, Monopolies and Restrictive Trade Practices Commission.
Members, Union Public Service Commission.
Minister of Union Territories and executive Councillor, Delhi, outside
their respective Union Territories.
Principal staff Officers of the Armed Forces of the rank of Major
General or equivalent rank.
Speakers of Legislative Assemblies in Union Territories and Chairman
of Delhi, Metropolitan Council, outside their respective Union
Territories.
26. Joint Secretary to the Government of India and officers of equivalent
rank.
Officers of the rank of Major-General or equivalent rank.

Note 1. The order in this Table of Precedence is meant for state and
Ceremonial occasions and has no application in the day-to-day
business of Government.

Note 2. Persons in the Table of Precedence will take rank in order of the
number of the articles. The entries in the same articles are arranged
alphabetically. Those included in the same article will take
precedence inter-se according to date of entry into that article.
However, where the dignitaries of different States and Union
Territories included in the same article are present at a function
outside their States or Union Territories and there is difficulty in ascertaining their dates of entry, they may be assigned precedence inter-se in the alphabetical order of the name of States and Union Territories concerned after those whose precedence is determined according to date of entry into that article.

Note 3. In Article 7, the Chief Minister concerned will take precedence over the cabinet Minister(s) of the Union in official function held in the State.

Note 4. In Article 8-
(a) Ambassadors Extraordinary and Plenipotentiary and High Commissioner of Commonwealth countries accredit to India will en bloc rank above Governors of State outside their respective States.
(b) Governors of State outside respective States will en bloc rank above Chief Ministers of States outside their respective States.

Note 5. The Ministry of External Affairs may assign appropriate ranks to foreign dignitaries and Indian Ambassadors, High Commissioners and Ministers Plenipotentiary during their visit to India.

Note 6. In Article 10, the Deputy Chief Ministers of States outside their respective States will always rank below all other dignitaries figuring in this article.

Note 7. The Chairman of State Legislative Councils will rank above the Speakers of legislative Assemblies in cases where they were elected on the same date.

Note 8. When Members of Parliament are invited en bloc to Major State functions, the enclosures reserved for them should be next to the Chief Justice, Speaker of the Lok Sabha, Ambassadors etc.

Note 9. Speakers of Legislative Assemblies in Union Territories and Chairman of the Delhi Metropolitan Council, Delhi will take precedence over Ministers and Executive Councillors, included in the same article.

Note 10. In Article 23-
(a) Secretaries in the Ministry of External Affairs other than the Foreign secretary between themselves, will take precedence in the order of their seniority in Grade I of the Indian Foreign Service and both of them will take precedence after the Foreign Secretary.
(b) Members of the Minorities Commission and the Scheduled Castes and Scheduled Tribes Commission will always take precedence over the Secretaries of these Commissions.
(c) In official functions held at Delhi/New Delhi, Army Commanders/Vice Chief of the Army Staff or equivalent in other services will always rank after Secretaries to the Government of India.

Note 11. In Article 25

(a) Additional Secretaries in the Ministry of External Affairs among themselves will take precedence in the order of their seniority in grade II of the Indian Foreign Service;

(b) Additional Solicitor General will take precedence above the advocate Generals of States;

(c) Lieutenant Governors will take precedence over the Chief Ministers and Chief Executive Councilor, Delhi and the latter will take precedence over Speakers of Legislative Assemblies and Chairman, Metropolitan Council, Delhi.

(d) Deputy Speakers of “Legislative Assemblies” of “Union” territories and Deputy Chairman of Delhi Metropolitan Council will take precedence after Ministers of Union Territories and Executive Councillors, Delhi.

Note 12. For the purpose of Article 26, the posts equivalent to the posts of Joint Secretaries to the Government of India will be determined by the Ministry of Home Affairs.

Sd-
K.C. Madappa
Secretary to the President,

Note :-
The above table includes all amendments unto 17th July, 1989 approved by the President.
TABLE OF PRECEDENCE ISSUED BY GOVT. OF RAJASTHAN

GOVERNMENT OF RAJASTHAN
GENERAL ADMINISTRATION ( GROUP - I ) DEPARTMENT

No. F,6(77)GA/1/78
Jaipur Dated the 31st October 1985

NOTIFICATION

The order of precedence to be observed at all State functions in the State of Rajasthan is revised and published as below for information:

<table>
<thead>
<tr>
<th>No.</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Governor</td>
</tr>
<tr>
<td>7</td>
<td>Chief Minister</td>
</tr>
<tr>
<td></td>
<td>Former Governor</td>
</tr>
<tr>
<td>7A*</td>
<td>Holder of Bharat Ratna Decoration</td>
</tr>
<tr>
<td>14</td>
<td>Chief Justice of Rajasthan High Court.</td>
</tr>
<tr>
<td></td>
<td>Speaker of the Rajasthan Legislative Assembly.</td>
</tr>
<tr>
<td></td>
<td>Lokayukta.</td>
</tr>
<tr>
<td>15</td>
<td>Cabinet Ministers.</td>
</tr>
<tr>
<td></td>
<td>Chief Whip.</td>
</tr>
<tr>
<td></td>
<td>Leader of Opposition in Rajasthan Legislative Assembly.</td>
</tr>
<tr>
<td>17*</td>
<td>Chairman, Central Administrative Tribunal.</td>
</tr>
<tr>
<td></td>
<td>Judges of the Rajasthan High Court.</td>
</tr>
<tr>
<td>+</td>
<td>Advisors to the Governor.</td>
</tr>
<tr>
<td>18</td>
<td>Dy. Speaker, Rajasthan Legislative Assembly.</td>
</tr>
<tr>
<td></td>
<td>Ministers of State.</td>
</tr>
<tr>
<td>19</td>
<td>Dy. Ministers.</td>
</tr>
<tr>
<td></td>
<td>Dy. Chief Whip.</td>
</tr>
<tr>
<td>20</td>
<td>Parliamentary Secretaries.</td>
</tr>
<tr>
<td>21</td>
<td>Members of the Parliament.</td>
</tr>
<tr>
<td></td>
<td>Members of Rajasthan Legislative Assembly.</td>
</tr>
<tr>
<td>23</td>
<td>Chief Secretary to the Govt. of Rajasthan.</td>
</tr>
<tr>
<td>*</td>
<td>Vice Chairman, Central Administrative Tribunal.</td>
</tr>
<tr>
<td>25</td>
<td>Chairman, Rajasthan Public Service Commission.</td>
</tr>
<tr>
<td></td>
<td>Chairman, Board of Revenue.</td>
</tr>
<tr>
<td></td>
<td>Chairman, Sales Tax Tribunal.</td>
</tr>
<tr>
<td>*</td>
<td>Member, Central Administrative Tribunal.</td>
</tr>
<tr>
<td></td>
<td>Advocate General.</td>
</tr>
<tr>
<td></td>
<td>Vice Chancellor.</td>
</tr>
<tr>
<td>27</td>
<td>Chairman of the Rajasthan Panchayat Samities and Zila Parishad.</td>
</tr>
<tr>
<td></td>
<td>Service Selection Commission (if held by a non official).</td>
</tr>
</tbody>
</table>
28 Officers of rank of Additional Secretary to the Govt. of India.
Director General of Police-Ex-Officio IG of Police.
Director General, Anti-corruption Department.
Director General, Home Guards.
Director, National Police Academy, Mt.Abu.
IAS Officers in the Super time scale.
Spl. Inspector General of Police.
$ Member of Income Tax Appellate Tribunal
$ Secretary to Govt. (other than IAS)
29 Accountant General.
Chairman, Rajasthan Canal Board.
Chairman, Rajasthan State Electricity Board.
Divisional Railway Manager.
Members of the Rajasthan Public Service Commission.
30 General Manager, Telephones.
Income Tax Commissioners.
IAS officers of Selection Scale and Special Secretaries to the Government.
Postmaster General.
Secretary to the Governor (other than IAS officer).
31 Chief Engineers.
Chief Town Planner.
Director, Medical & Health Services.
Director, Mines & Geology.
Members of Rajasthan State Electricity Board.
32 Collectors within their respective charges.
33 Brig. In Command of Brigade.
Chairman, Rajasthan Panchayat Samities and Zila Parishad Service
Selection Commission. (if held by an official).
34 Additional Inspector General of Police.
Chief Conservator of Forests.
Collectors Customs Jaipur rank of Dy. Secretary to Govt. of India.
District Manager, Telephones.
IAS Officers with 9 years service or above,
RJS Officers in the Selection Grade,
35 Brigadiers and officers of Equivalent rank in Navy and Air Force
( Not in command )
Dy. Inspector General of Police within their charges.
District & Sessions Judges with in their respective charges.
Registrar, Rajasthan High Court.
36 Other Dy. Inspector General of Police.
IAS Officers in the Senior Scale.
Secretary, Rajasthan Legislative Assembly and other officer of the
Rajasthan High Judicial service having rank of District Session
Judges.
37 Addl. Chief Engineers.
Director, Animal Husbandry(other than IAS officer).
Director of Archaeology.
Director of College Education.
Director of Public Relations (other than IAS officers).
38 Addl. Director of Medical & Health Services.
Principal of Medical Colleges.

39 Chief Inspector, Rajasthan Inspector of Factories and Boilers Service.
Officers of the rank of full Colonel and equivalent officers of Navy & Air Force.
Deputy Director of Medical & Health Services.
Director of Posts & Telegraphs.
Electrical Inspectors.
General Superintendent, Sodium Sulphate.
Indian Forest Service Officers Working as Conservator of Forests.
Joint Director, Agriculture.
Joint Director of Medical & Health Services.
Joint Director, Technical Education.
Professor of Medical Colleges.
Senior Town Planner.
State Radio Officers.
Superintendent of Police within their charges.
Superintending Engineers.

40 Assistant Commissioner, Income Tax.
Chief Accounts Officers.
Deputy Collector, Customs.
Deputy Secretary to the Government (other than those specified above).
Examiner of Local Funds Audit.
Class I Heads of Depths. not other wise specified above.
Officers of All India Services in Senior Scale.
Indian Forest Service Officers in Senior scale.
IPS Officers in Senior Scale.
Pramukh and Chairman, Municipal Councils when outside jurisdiction.
Officers in the Selection Grade of R.A.S.
Officers of R.P.S. in Selection Grade.

Note 1- The order in this Table of Precedence is meant for State and Ceremonial occasions and has no application in the day-to-day business of Government.

Note 2- Persons in the Table of precedence will take rank in order of the number of the articles. The entries in the same article are arranged alphabetically. Those included in the same article will, take precedence inter-se according to date of entry into that article. However, where the dignitaries of different States and Union Territories included in the same articles are present at a function outside their State or Union Territories and there is difficulty in ascertaining their dates of entry, they may be assigned precedent inter-se in the alphabetical order of the name of State and Union Territories concerned after those whose precedence is determined according to date of entry in to that article.
Note 3- When Members of Parliament are invited en-bloc to major State functions, the enclosures reserved for them should be next to the VIP's.

Note 4- Except in case of ladies who hold posts mentioned in the Warrant of Precedence, all ladies will take their place along with her husband in their respective warrant of precedence.

Note 5- The following Members of the State Legislative Assembly would take precedence over other members :-
   i) Leader of Opposition.
   ii) Leader of Parties.
   iii) Ex-Speakers.
   iv) Ex-Ministers.
   v) Government Whip.

Note 6- All I.A.S. officers not otherwise ranked elsewhere having 9 years of service and above, whether they are heads of Departments or hold other posts, will maintain their respective service seniorities in the I.A.S.

Note 7- Collectors outside their charges will be ranked according to the length of service in the same manner as other I.A.S. Officers.

Note 8- Pramukh of Zila Parishads, Chairmen of Municipal Council and Municipal Boards and Pradhans of Panchayat Samities, within their respective jurisdiction, will rank below the MLAs. In case the Pramukh and the Pradhan are both within their respective jurisdictions, the Pramukh will take precedence. If any of these office bearers happens to be MPs or MLAs also they will naturally take their precedence in that capacity. Outside their jurisdictions the Zila Pramukhs & Chairmen, Municipal Councils would be placed in Art. 40.

Note 9- Where an officer, by virtue of his personal standing and seniority is entitled to a rank higher than that allowed to his post in the Warrant of Precedence, the officer will be given that higher rank. Notwithstanding the precedence allotted in the table of officers belonging to given service will, as between themselves in the same article take their place according to their relative seniority in the respective cadres irrespective of the post they hold.

Note 10- Govt. Officers who have been re-employed after retirement, should be assigned positions generally, appropriate to the last posts held by them before retirement or the rank of the post to which they are re-appointed whichever is higher.
Note 11-The Officers of the Army, Navy, Air Force and Police should take their precedence in that order for purposes of being introduced to the Governor on the occasion of Inter Services Parades on the Republic Day and Independence Day in State Capitals. The same rule should apply throughout the ceremony and the officers of the Army should have precedence over the officers of the Police irrespective of their individual position in the Warrant of Precedence. The Army officer should, therefore, have the privilege of standing on the right of the Governor in Inter-services parades. This issue should not be confused with another issue of presentation of officers to the VIPs ON their arrival/departure. If the IGP happens to have a higher precedence than the senior most service officer present, he will be introduced earlier than the service officers.

Sd-

(GOPESH BHATT)
Special Secretary to Government and Chief of Protocol, Rajasthan.

$ Inserted and deleted from article 30 vide order No. F 6 (77) GA/I/78 dated 30-4-86

* Inserted vide order No. F 6 (77) GA/I/78 dated 15-10-90

+ Inserted vide order No. F 6 (77) GA/I/78 dated 3-2-93

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प्रमो-पंत, दिनांक: 30-3-16

राजस्थान सरकार
सामान्य प्रशासन (युन-1) विभाग
कमांड: प.6(2)साराम/युन-1/2016

प्रथम

प्रकाश: यह देखा गया है कि राज्य अधिकारियों की अधिकृत सूची में शामिल विभिन्न महानगरों के अलावा राजस्थान अधीन दाहल अन्य महानगरों को राज्य अधिकृत नतीजे हेतु किसी भी विभाग/आयोग/निगम/मंडलों आदि से सामान्य प्रशासन विभाग को अधिकृत करने के लिए किया गया। इस वक्त तक यह विभिन्न महानगरों को राज्य अधिकृत चुकाने के लिए किसी नहीं की गई थी।

इसी विषय में यह निर्देश निर्धारित किया गया है कि राज्य अधिकृत की अधिकृत सूची (सूची 1-3) में शामिल विभिन्न महानगरों के अधिकृत करने के लिए किसी भी महानगर (मेजबान/अन्य राज्य सरकारों से अधिकृत), आयोग/निगम/मंडलों आदि के विभिन्न अधिकारियों/Non-Officials को राज्य अधिकृत चुकाने का आवश्यकता है। इसके अलावा, महानगरों के अधिकृत विभाग/निगम/मंडल आदि के परिवहन अधिकृत अथवा दूसरे पर विभिन्न निगम मंडलों में स्थानांतरण करने का विषय में सीधे निगम, मंडल आदि को स्पष्ट किया गया है।

1. मेजबान सरकार/अन्य राज्य सरकारों/आयोग/निगम/मंडलों आदि के अधिकृत करने के लिए किसी भी महानगर (मेजबान/अन्य राज्य सरकारों से अधिकृत), आयोग/निगम/मंडलों आदि के विभिन्न अधिकारियों/Non-Officials को राज्य अधिकृत निर्माण करने के लिए किसी भी महानगर (मेजबान/अन्य राज्य सरकारों से अधिकृत), आयोग/निगम/मंडलों आदि के विभिन्न अधिकारियों/Non-Officials को महानगर को स्पष्ट किया गया है।

2. उपरोक्त के अधिकृत करने के लिए किसी भी महानगर (मेजबान/अन्य राज्य सरकारों से अधिकृत), आयोग/निगम/मंडल आदि के परिवहन अधिकृत अथवा दूसरे पर विभिन्न निगम मंडलों में स्थानांतरण करने का विषय में सीधे निगम, मंडल आदि को स्पष्ट किया गया है।

इसी तरह, अन्य अधिकृतों को महानगर को स्पष्ट किया गया है।

पुन: आदेश के अनुसार किसी भी विभाग/आयोग/निगम/मंडल आदि के अधिकृत महानगरों से महानगर को स्पष्ट किया गया है।

प्राप्ति निर्देश

प्राप्ति सूचना/अवस्थक कार्यवाही हेतु –

1. समस्त अधिकृत मुख्य संचालन/मुख्य शासन संचालन/शासन संचालन/निम्नाग्रेय।
2. संचालन, मान्यता राज्यात्मक, राजस्थान, जयपुर।
3. संचालन, मान्यता मुख्यमंत्री, राजस्थान, जयपुर।
4. संचालन, मान्यता राज्यात्मक, मुख्य मुख्यमंत्री, जयपुर।
5. मुख्य कार्यालय, मान्यता मुख्यमंत्री।
6. समस्त अधिकृत/अवस्थक एवं प्रत्येक निदेशक/निदेशक/प्रत्येक निदेशक – निगम/मेजबान/संचालन/अधिकृत करने हेतु अधिकृत आदेश।
7. समस्त आयोग/अन्य/\
8. विभिन्न उप संचालन, मुख्य संचालन महोदय।
9. विभिन्न सहायक/निगम सहायक, राजस्थान मंत्रीगण/राज्य निगम।
10. निगम संचालन, मुख्य शासन संचालन, सामान्य प्रशासन निम्नाग्रेय।
11. निदेशक, सुप्रीम/जनसंपर्क अधिकृत, मुख्य प्रशासन निम्नाग्रेय।
12. संचालन शासन संचालन, सामान्य प्रशासन (युन-2, 3, 4, 5 एवं 6) निम्नाग्रेय।
13. किसी भी भाग में शामिल करने हेतु किसी कार्यक्रम, मुख्य प्रशासन युन-1 निम्नाग्रेय।
14. संचालन शासन संचालन, मुख्य प्रशासन (युन-2, 3, 4, 5 एवं 6) निम्नाग्रेय।
15. समस्त मुख्य प्रशासन कार्यक्रम, मुख्य प्रशासन युन-1 निम्नाग्रेय।
16. मुख्य कार्यालय, मुख्य प्रशासन मुख्य प्रशासन युन-1 निम्नाग्रेय।
17. मुख्य प्रशासन उप संचालन, मुख्य प्रशासन, मुख्य प्रशासन युन-1 निम्नाग्रेय।
18. समस्त सहायक शासन संचालन/अवस्थक कार्यवाही, सामान्य प्रशासन निम्नाग्रेय।
19. प्राथमिक, मुख्य संचालन, जयपुर।
20. विभिन्न प्रशासन, प्राथमिक, मुख्य संचालन, जयपुर।

(राष्ट्रीय जन) श्रीमल शासन संचालन

(प्रमो-पंत मंत्री)

संचालन शासन संचालन
उन अधिकारियों की सूची जिन्हें राजस्थान में राज्य अतिथि माना जायेगा। (संयम-1 में लिखित के अनुसार)

(अ) निम्न लिखित प्रभावित जब शासकीय कार्यवाह या आयुक्त राजस्थान की यात्रा पर आते, उन्हें राज्य अतिथि माना जायेगा:–

1. राज्पुत्र तथा उनका दल।
2. उपराज्पुत्र (पंचायत अध्यक्ष, राज्य सभा) तथा उनका दल।
3. प्रधान मंत्री तथा उनका दल।
4. सभी राज्यों के राज्यपाल तथा उनका दल।
5. पूर्व राज्यपाल।
6. पूर्व प्रधान मंत्री।
7. पूर्व उपराज्यपाल।
8. अध्यक्ष लोक सभा।
9. केंद्रीय मंत्री।
10. अध्यक्ष राज्य के मुख्य मंत्री तथा उनका दल।
11. प्रतिष्ठा के नेता, लेखनमंत्री।
12. प्रतिष्ठा के नेता, राज्य सभा।
13. उपाध्यक्ष, राज्य सभा।
14. उपाध्यक्ष लोक सभा।
15. केंद्रीय राज्य मंत्री।
16. केंद्रीय राज्य के विधायक संगठन के अध्यक्ष।
17. केंद्रीय उप मंत्री।
18. अध्यक्ष राज्य के मंत्री, राज्य मंत्री, उप मंत्री।
19. अध्यक्ष राज्य के विधायक संगठन के उपाध्यक्ष।
20. पूर्व राज्यपाल, राज्य सभा।
21. उत्तराखंड न्यायालय के मुख्य न्यायाधीश तथा न्यायाधीश, उनका पत्नी/पति, आश्रित पुत्रों
   तथा आवश्यक पुत्रों को भी राजस्थान में उनके शासकीय या निजी कार्यक्षेत्र के दौरान
   7 (साल) वित्त की कालावधि के लिए राज्य अतिथि माना जायेगा।
22. अध्यक्ष राज्य के उच्च न्यायालय के मुख्य न्यायाधीश, पति/पत्नी, उनके आश्रित पुत्र तथा
   उनके आवश्यक पुत्रों को पारस्परिक उत्तरदायित्व के आधार पर 7 (साल) वित्त की कालावधि
   के लिए राज्य अतिथि माना जायेगा चाहे उनकी यात्रा लेख कार्यक्षेत्रों की बाजार
   शासकीय हृदय के लिए न हो।
(२) राज्यसभा पर भाष्य निम्नलिखित व्यक्तियों का राज्य अधिकृत माना जायेगा:-

1. अन्न राज्यों के उच्च व्यापारियों के न्यायाधीश और उनके परिवार के एक सदस्य 3(तीन) कलेक्टर दिवस के लिये राज्य अधिकृत माना जायेगा जब कि उनकी यात्रा शहर का कारकिल्ला के बाहर शासकीय उपपत्ति के लिये हो।
2. उपाध्यक्ष, संसद एवं संसदीय बोधित योजना आयोग, भारत सरकार।
3. भारत का महान्यायाधीश।
4. भारत का निर्मला, महासचिव परिवार।
5. जन्राज्यों के मुख्य सचिव।
6. अन्न राज्यों के प्रतिनिधि के नेता।
7. जनरल अथवा उनके उपर के एक के सचिव अधिकारी।
8. मुख्य बुनावट आयुक्त एवं बुनावट आयुक्त, भारत सरकार।
9. अध्यक्ष एवं सदस्य, अध्यक्ष संसद आयोग, भारत सरकार।
10. अध्यक्ष एवं सदस्य, अनुसूचित जाति, अनुसूचित जाति आयोग, भारत सरकार।
11. अध्यक्ष एवं सदस्य, राष्ट्रीय मानचित्र अधिकार कर आयोग।
12. अध्यक्ष एवं सदस्य, सचिव जनरल वर्ग आयोग।
13. अध्यक्ष एवं सदस्य, विलक्षण आयोग, भारत सरकार।
14. अध्यक्ष, सदस्य एवं जनरल बैनर्ज केंद्रीय बोड़।
15. अध्यक्ष, बाल समाज आयोग, भारत सरकार।
16. अध्यक्ष, अध्यक्ष आयोग, भारत सरकार।
17. अध्यक्ष, भारतीय बाल निगम।
18. अध्यक्ष एवं सदस्य, बंतु आयोग।
19. अध्यक्ष एवं सदस्य, केंद्रीय प्रयोग कर बोड़।
20. अध्यक्ष एवं विदेशसेवी, विराज विदेशसेवा अनुसूचित आयोग।
21. अध्यक्ष, मेन्टरोलिन गर्वद, विलक्षण।
22. अध्यक्ष, भारतीय प्रयोग परिवार।
23. अध्यक्ष, आई-डी-बी, आई।
24. अध्यक्ष, भारतीय जीवन बीमा निगम।
25. अध्यक्ष तथा सत्ता, कृषि मुख्य आयोग।
26. अध्यक्ष, भारत संघ व्यापार प्रबंध बोड़।
27. अध्यक्ष, यूनिट ट्रस्ट ऑफ इन्डिया।
28. अध्यक्ष, उपाध्यक्ष एवं सदस्य, राष्ट्रीय समाज विकास समुदाय आयोग।
29. अध्यक्ष एवं सदस्य, केंद्रीय लेख बोड़ आयोग।
30. सदस्य, केंद्रीय जल आयोग।
31. राज्य एवं उप राजनीति, भारतीय विदेश बोड़।
32. अन्न राज्यों के मुख्य सचिव।
33. भारत सरकार के संसदीय सचिव।
34. आधिक सरकार, विलक्षण बंतु आयोग, भारत सरकार।
35. केंद्रीय अध्ययन दल, सहस्त्रत निगम।
यात्रा पर आगे बढ़ते मंत्रियों तथा अन्य विशिष्ट व्यक्तियों के पारिवार के सदस्य, 
एक निजी संविध या विषेशधारकरी या विशिष्ट सहायक या अंतरित निजी 
संविध या निजी सहायक तथा दो परिवार (अवमी), वाहन बालक (इंग्लिश) एक 
या एक से अधिक, मुख्य रूप से एक एवं एक (पद्म कोई हो) जो उनके साथ आये 
हुए हों, को भी राज्य अंतिम माना जायेगा। यात्रा पर आगे मंत्रियों के साथ 
आगे बढ़ते राज्य अंतिम के अन्तर्गत अन्य व्यक्ति सहित हालांकि, इसके बता 
या अंतर्गत भी (जती भी स्थिति हो) ठहरने, भोजन तथा परिवहन के लिये 
राजस्थान के कर्मचारियों पर लगात देने के अनुसार संदर्भ करें।

मंत्रियों तथा अन्य व्यक्तियों के परिवार के सदस्य, एक निजी संविध या निजी सहायक और वाहन बालक (इंग्लिश) एक 
या एक से अधिक, मुख्य रूप से एक एवं एक (पद्म कोई हो) जो उनके साथ आये 
हुए हों, को भी राज्य अंतिम माना जायेगा। यदि उनके साथ आगे बढ़ते 
परिवार के सदस्यों को भी उसी स्थान पर रहा जायेगा जहां राज्य अंतिम को 
ठहराया गया है परंतु उनके साथ आगे बढ़ते कर्मचारियों को, उनकी प्रतिस्थापित के 
अनुसार ठहराये की अवस्था उपलब्ध कराई जायेगी।

विशिष्ट व्यक्तियों को राजस्थान यात्रा पर, यात्रा की राजकीय अथवा निजी होने 
को सुधार न होने पर, उनके राजकीय यात्रा पर नहीं माना जायेगा।

एक विशिष्ट व्यक्ति जो बारह बार राजस्थान यात्रा पर आते हैं, उन्हें एक माह में 
केवल 7 दिन (1) दिवस के अंतिम के लिये राज्य अंतिम नहीं माना जायेगा, जब 
तक कि राज्य सरकार के सामान्य प्रशासन विभाग इसकी लिये अन्य अवस्था 
सहमति प्रदान न कर दी जाए।