

# HIMACHAL PRADESH LEGISLATIVE ASSEMBLY SECRETARIAT

No Vs-e-Vidhan/Training/8EV-12/2014

From:

The Secretary,  
H.P. Legislative Assembly.

To

- (1) The Chief Secretary to the Government of Himachal Pradesh, Shimla-171002.
- (2) All the Administrative Secretaries to the Government of Himachal Pradesh, Shimla-171002.
- (3) All Heads of the Departments, Government of Himachal Pradesh, Shimla.
- (4) All S.PS/Sr. PS/PS to Hon'ble Ministers, Government of Himachal Pradesh, Shimla-2.

Dated, Shimla-171004, the 10-08-2015

**Subject: Regarding measures to be taken for avoiding any mismatch between online and manual hard copies.**

Sir,

I am directed to inform you that the following measures are required to be taken for avoiding any mismatch between online and manual hard copies:

- (1) In case of any manual correspondence (such as intention/ prior intimation, Replies, Bills and any other documents) by government departments with H.P. Legislative Assembly related to session, it will be mandatory to write "**e-Vidhan Reference Number**" at the top of each copy of the letter/document, which will be generated by the government departments while sending intention/document in the secure website of H.P Legislative Assembly (<http://evidhan.nic.in>). Any manual copy of letter/document **including prior intimation** will not be received without "**e-Vidhan Reference Number**" by H.P. Legislative Assembly Secretariat. The logged-in user (Department) will also receive SMS as acknowledgement while sending any intention/document online to H.P. Legislative Assembly Secretariat.
- (2) The officer/official of H.P. Legislative Assembly Secretariat deployed in the Notice Office during session will receive manual copy of letter/document from government departments only after verifying the e-Vidhan Reference Number and attached documents in online LOB (List of Business) on e-Vidhan secure website.

In this regard, you are therefore, requested kindly to take the necessary action please.

Yours faithfully,

  
(Sunder Singh Verma)  
Secretary,

HP Legislative Assembly,  
Shimla-171004.

Ph.No. 177-2656424

Endst. As above.

Shimla-4 dated the 10-08-2015

Copy for information and further n/a to Under Secretary (Legislation), H.P. Legislative Assembly, Shimla-4.

(Sunder Singh Verma)  
Secretary,  
HP Legislative Assembly,  
Shimla-171004.