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|  **CM Window Action Taken Report (ATR)-FINAL REPLY** |
| 1. CM window grievance No. Date of Registration:
 |
| 1. **Grievance Details**

 Category: Specifications: |
| 1. **Citizen Contact Details**

 Name:- Mobile: Address: Alternate contact number:**By which medium was the citizen contacted or summoned?**1. Registered Post/Phone & SMS:
 |
| 1. **Interim Report on the Enquiry (By the Investigating Officer)**

 Date of Enquiry: Findings by Investingating Officer/Enquiry Officer: |
| 1. **Is the matter Sub-judice? Yes/No**

 If Yes, Case No.: Court Name: Title: Date of Next Hearing: (Attach a copy of Stay Order, if any) Legal provisions (Law): |
| 1. **Final Report on the Enquiry (By the Investigating or Reporting Officer)- Action taken with Dates and Details:**

 Date of Commencement of proceedings: Date of concluding the proceedings (Date on which proceedings were concluded) Photos to be attached herewith if site visit conducted: Details on Action Taken: **Author of report** (Name and designation of the officer) |
| 1. **Citizen Satisfaction**

 Whether citizen satisfied by proposed solution?: Yes/No Signature of citizen. (Name of Citizen) **Eminent Citizen (EC) Verification** Name of EC: Date/dates when EC was approached for the case. Whether Citizen was counseled in the presence of the EC?: Yes/No Comments of EC (if any): Signature of citizen. (Name of Citizen) |
| 1. **Comments of the DC (Optional)/Nodal Officer of Department (Optional)**

Signature of the DC/Nodal Officer (Deptt.) (Optional) |