

**CABINET MATTER**  
**SECRET IMMEDIATE**



**Government of Goa**  
**General Administration Department**  
**Secretariat, Porvorim-Goa. 403 521**

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No.17/1/2000-GAD-II /2813

Date: 02/08/2022

**Read: Circular 17/1/2000-GAD-II/1580 dated 27/10/2017**

**C I R C U L A R**

The Government has decided that henceforth the meetings of the Council of Ministers will be held on every Wednesday for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> week except the 5<sup>th</sup> week in a month.

All the Secretaries/ HoDs should ensure that Cabinet notes to be placed before the Council of Ministers should be submitted to the General Administration Department every Friday before 11.00 a.m., so as to enable timely circulation of Agenda Items to all the concerned.

This issues with the approval of the Government for strict compliance.



**(Shreyas Dsilva)**  
**Under Secretary (GA-II)**

Copy to:

1. All the Secretaries to the Government.
2. All the Additional/ Joint Secretaries, Secretariat, Porvorim- Goa.
3. OSDs/ PSs to the Hon'ble Chief Minister and Ministers, Ministerial Block, Secretariat, Porvorim- Goa.
4. All the Head of Departments/ Offices.
5. O/c.