

<b>CM WINDOW ACTION TAKEN REPORT(ATR)-FINAL REPLY</b>	
1	CM Window Grievance No.: _____ Registration Date: _____
2	Grievance Details
3	<p>Citizen Contact Details</p> <p>Name: Mobile Number:</p> <p>By which medium was the citizen contacted? Letter/ Phone/ Summoned in person: Provide details of date, time and letter no:</p>
4	<p>Enquiry Details</p> <p>Dale of enquiry: Finding by enquiry Officer:</p> <p>Is the matter sub-judicc? Yea/No If Yes case no: _____ Court Name: _____ Title: _____ Dale of next hearing _____</p> <p>(Attach a copy of stay order if any)</p> <p>Legal provisions (Law)</p>
5	Solution Suggested by department
6	<p>Citizen Satisfaction</p> <p>Whether citizen is satisfied by proposed solution? Yes/No: Signature of citizen</p>
7	<p>Final Reply and Action taken      Date of which final ATR uploaded</p> <p>Comments of Nodal Officer (optional) Was a copy of the final ATR sent to the citizen? Yes/No:</p>

Signature of Officer and seal of office