

**General guidelines for the visit to the Gujarat Raj Bhavan, Gandhinagar, through the On-Line Registration System.**

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**General: -**

Gujarat Raj Bhavan is situated on the western border of Gandhinagar on the national highway no. 8-A proceeding towards Rajkot. The Sabarmati river flows only about 500 meters away. It is situated in the vicinity of the Gandhinagar Circuit House; and is at the very entrance of the Ministers' Bungalows complex. The entire estate has a very pleasant environment and a visit to the Raj Bhavan is a very pleasant and memorable experience indeed.

**Raj Bhavan, hitherto a restricted place:-**

Raj Bhavan has been traditionally recognized as the office-cum residence of the Governor. It represents authority and commands respect. It has an air of dignity and grace. People at large have a great respect for it. Its premises are like a well-guarded citadel which generally remains closed for the public, as the entry inside the Raj Bhavan has always remained restricted.

**Opening up the Raj Bhavan to the Public:-**

In today's age of transparency in administration, people at large have a right to know about any government institute and its functioning. Even the Raj Bhavan cannot remain an exception.

In his desire to make the राजभवन a लोकभवन over a period of time, Shri O. P. Kohli, Hon. Governor of Gujarat, had directed the Raj Bhavan secretariat to chalk out modalities for opening up the Raj Bhavan to the people. Consequently, it has been decided to keep the Raj Bhavan open to the public five days a week except public holidays.

Following are the detailed instructions in this regard.

**General Instructions:-**

1. A request to visit the Gujarat Raj Bhavan at Gandhinagar can be made through the On-Line registration link available on the home page of the Gujarat Raj Bhavan's Website <http://rajbhavan.gujarat.gov.in>
2. The Gujarat Raj Bhavan at Gandhinagar is open to the visitors from Monday to Friday (five days a week) except the public holidays between 17.00 hrs to 18. 00 hrs. with effect from 1<sup>st</sup> August, 2018. The Visitors are expected to leave the premises latest by 18.15 hrs in all circumstances.
3. On-Line request to visit the Gujarat Raj Bhavan should be made at least 7 days before the date of the visit.
4. Entry to the Gujarat Raj Bhavan for the visitors will be permissible through Gate No:- II of the Raj Bhavan.
5. Visitors should report at the Entry Gate 15 minutes before the given slot. Entry will not be permitted for those who do not report on time.
6.
  - 6.1 Indian nationals are required to show their valid Photo ID proof. It should be the same as the one used for registration.
  - 6.2 Foreign nationals should apply alongwith the scanned copies of their valid passports and visas and on the day of the visit, should show their original passport to the security personals for due verification.
7. On-Line booking is subject to final confirmation through e-mails/ SMS sent from the competent authority of the Raj Bhavan, Gandhinagar.

8. Visitors may come individually or in a group of 5 to 7 persons.
9. Mobile phones and cameras will not be permitted inside the Raj Bhavan premises because of security reasons. They will have to be deposited at the security check point at the Gate No. II.
10. The Gujarat Raj Bhavan reserves the right to regret the request to visit the Raj Bhavan due to security reasons without assigning any reason for such denial, if there are any compelling circumstances for the same.
11. All bookings will be liable to be cancelled during the VVIP visits for security reasons. In such circumstances, the dates will be rescheduled as far as possible.
12. Parking of the vehicles of the visitors will be outside Gate No.II.
13. In each batch, 50 visitors at a time will be allowed.
14. Visit to the Raj Bhavan will be free of cost.
15. For any query or assistance related to the visit, the following officers of the *Visitors' Management Cell* of the Raj Bhavan may be contacted between 15.00 hrs to 17.00 hrs on working days.

1. Shri Bakul Jani,  
Comptroller of Household to the Governor
2. Shri Prem Vir Singh, I.P.S.,  
A.D.C. to the Hon. Governorshri
3. Major K.V.S. Shekhawat,  
A.D.C. to the Hon. Governorshri

The above officers can be contacted on the following Phone Nos.

1. 079 – 23243171
2. 079 – 23243172
3. 079 – 23243173

(Arvind Joshi)

I.A.S. (Retd.)

Pri. Secretary to the Hon. Governorshri