

**GOVERNMENT OF PUNJAB**  
**DEPARTMENT OF PLANNING**  
**Vit-te-Yojna Bhawan, Plot No.-2-B, Sector-33-A, Chandigarh - 160020.**

**Right to Information Act**

**2<sup>nd</sup> Manual : Powers & duties of officers & employees**

The powers of the officers of Punjab State Planning Board are as under:-	
1.Secretary Planning	Enjoys the powers of Administrative Secretary as laid down in Punjab State Planning Board (Class-I) Service Rules, 1988, Punjab State Planning Board (Class-II) Service Rules, 1976, Punjab State Planning Board (Class-III) Service Rules, 1988, P.F.R., C.S.R., Standing orders issued by the Govt. and in any other Rules/instructions etc. issued by the Government from time to time.
2.Special Secretary Planning	Enjoys the powers of Head of the Department as laid down in Punjab State Planning Board (Class-III) Service Rules, 1988, P.F.R., Standing orders issued by the Govt. C.S.R. and in any other Rules/instructions etc. issued by the Government from time to time.
3.Director (Admn.)	Director (Admn.) has been delegated the powers of “Controlling Officer” and “Head of the Office”. Thus Director (Admn.) enjoys the powers of ‘Controlling Officer’ and ‘Head of the Office’ as laid down in P.F.R., C.S.R. and in any other Rules/instructions etc. issued by the Government from time to time.
4. D.D.O.(Accounts)	The powers of D.D.O. as laid down in P.F.R., and in any other Rules/instructions etc. issued by the Government from time to time.