

ਪੰਜਾਬ ਸਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੋਹਾਲੀ) 160062

(ਪ੍ਰਸ਼ਾਸਨ ਸ਼ਾਖਾ)

ਵੱਲ

1. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ,
ਗਮਾਡਾ, ਐਸ.ਏ.ਐਸ. ਨਗਰ/ਗਲਾਡਾ, ਲੁਧਿਆਣਾ/ਏ.ਡੀ.ਏ. ਅੰਮ੍ਰਿਤਸਰ/
ਜੇ.ਡੀ.ਏ., ਜਲੰਧਰ/ਬੀ.ਡੀ.ਏ., ਬਠਿੰਡਾ ਅਤੇ ਪੀ.ਡੀ.ਏ., ਪਟਿਆਲਾ।
2. ਪੁੱਡਾ ਦੇ ਸਮੂਹ ਦਫਤਰਾਂ / ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁੱਖੀ,
ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।

ਪੁੱਡਾ ਅਫਸਰ (ਕਨੈਕਟੀਵ ਅਫਸਰ)

18/9/2013

ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2013/ 16340 - 375

ਮਿਤੀ: 2/8/2013

ਵਿਸ਼ਾ:-

ਪੰਜਾਬ ਸਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ) ਰੈਗੂਲੇਸ਼ਨ -1997 ਵਿੱਚ ਸਮੇਂ -2 ਸਿਰ ਜਾਰੀ ਸੋਧਾਂ ਨੂੰ ਇਕੱਤਰ ਕਰਨ ਸਬੰਧੀ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਦੇ ਹਵਾਲੇ ਵਿੱਚ।

ਪੰਜਾਬ ਸਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ ਵਲੋਂ ਪ੍ਰਵਾਨਿਤ ਪੰਜਾਬ ਸਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ) ਰੈਗੂਲੇਸ਼ਨ-1997 ਜੋ ਪਹਿਲਾ ਇਸ ਦਫਤਰ ਦੇ ਪਿੱਠ ਐਕਟ ਨੰ: ਪੁੱਡਾ -ਪ੍ਰਸ਼ਾਸਨ-ਅਸ4/2006/ 24856-955 ਮਿਤੀ 07-11-2006 ਰਾਹੀਂ ਜਾਰੀ ਹੋਇਆ ਵਿੱਚ ਸਮਰੱਥ ਅਥਾਰਟੀ ਵਲੋਂ ਸਾਲ 2006 ਤੋਂ ਹੁਣ ਤੱਕ ਕੀਤੀਆਂ ਗਈਆਂ ਸੋਧਾਂ ਨੂੰ ਇਕੱਤਰ ਕਰਦੇ ਹੋਏ ਪੁੱਡਾ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ) ਰੈਗੂਲੇਸ਼ਨ -1997 ਦਾ ਮੁਕੰਮਲ ਖਰੜਾ ਜਾਰੀ ਕੀਤਾ ਜਾਂਦਾ ਹੈ।

ਨੱਥੀ/21 ਪੇਜ।

ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ

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**PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY SAS
NAGAR**

(NOTIFICATION)

No. PUDA-Admn-EA-4-97/20300

Dated: 5-9-97

In exercise of the powers – conferred by sub-section (1) of section 182 of the Punjab Regional & Town Planning & Development Act, 1995, (Punjab Act No. 11 of 1995), the Punjab Urban Planning & Development Authority hereby makes the following regulations namely: -

SHORT TITLE AND COMMENCEMENT:-

1. These regulations may be called the **Punjab Urban Planning & Development Authority (Delegation of Powers) Regulations, 1997.**
2. They shall come into force at once.
3. **Definitions: -** In these regulations, unless the context otherwise requires: -
 - (a) 'Act' means the Punjab Regional & Town Planning & Development Act, 1995.
 - (b) 'Additional Chief Administrator' means the officer appointed as such by the Authority;
 - (c) 'Chairman' means the Chairman of the Authority;
 - (d) 'Chief Accounts Officer' means the officer appointed as such by the Authority;
 - (e) 'Chief Administrator' means the Chief Administrator of the Authority appointed under sub-section (iii) of section -17 of the Act.
 - (f) 'Chief Engineer' means the officer appointed as such by the Authority.
 - (g) 'Competent Authority' means the Chief Administrator;
 - (h) 'Drawing & Disbursing Officer' means the officer of the Authority appointed as the Drawing & Disbursing Officer and includes an officer already declared as such by the Chief Administrator;
 - (i) 'Head of Office' means the officer of the Authority appointed as such by the Chief Administrator and includes the Additional Chief Administrators, Chief Engineer, Administrators, Superintending Engineers (Field), Estate Officer.
 - (j) 'Vice Chairman' means the Vice Chairman of the Authority;
4. Powers of Drawing & Disbursing Officer, subject to the sanction of the competent Authority to the incurring of expenditure and subject to the provisions of rules and regulations made under the Act, a Drawing & Disbursing Officer may draw the money from the fund of the Authority for contingent expenses, within the amount limit allotted to him in the budget

estimates or otherwise, unless there is something novel, doubtful or irregular in the character of the expenditure.

5. Procedure for purchase-In no case purchase orders should be split up so as to avoid the necessity of obtaining the sanction of the higher Authority required with reference to the total amount of the order and at the same time care should be taken not to purchase items which are likely to prove unproductive to the Authority and when stores are purchased from the open market, the system of inviting open competitive tenders should as far as possible, be adopted and purchases should be made from the lowest tenders unless there are special reasons to the contrary which should be recorded in writing.

6. Powers to be delegated – powers to incur expenditures as mentioned in column 2 of the table appended below are delegated to the various authorities and officers mentioned in column 3 of the extent specified in column 4: -

SECTION 1-A (GENERAL)

Sr. No.	Nature of Power	Authority or officer to whom power is delegated	Extent of powers delegated	Remarks
1.	2.	3.	4.	
①	Power to declare headquarter of any employee	(i) CA (ii) ACA (Field) (iii) ACA (HQ) (iv) CE	i) Full Powers ii) Full Powers within their respective jurisdiction for employees in the scale of pay which is less than scale of pay of Rs. 2200-4000. iii) For employees of the head quarter drawing pay in the scale which is less than the scale of Rs. 2200-4000 in respect of employees working under him/her control. iv) For employees of the headquarter drawing pay in the scale which is less than the scale of pay of Rs. 2200-4000 in respect of employees working under him/her control.	As amended vide letter No. 3003-3080 dated 4.2.99
2.	Power to sanction the absence of an employee on duty beyond his sphere of duty.	(i) ACA (Field) (ii) ACA (HQ) (iii) CE	i) Full Powers for employees working under their respective control. ii) Full Powers for Headquarter employees. iii) Full Powers for employees under his control.	As amended vide letter No. 3003-3080 dated 4.2.99

3.	Power to sanction absence of the employees beyond their sphere of duty for training in India.	(i) CA (ii) ACA (HQ)	i) Full Powers. ii) Full Powers in respect of Group-D employees.	As amended vide letter No. 3003-3080 dated 4.2.99
4.	Power to dispense with the production of medical certificate of fitness.	(i) CA (ii) ACA (H.Q.)	i) Full Powers ii) Full Powers in respect of Group-D employees.	As amended vide letter No. 3003-3080 dated 4.2.99
5.	Power to suspend lien of an employees.	(i) CA (ii) ACA (H.Q.)	i) Full Powers for one year only. ii) Full Powers in respect of Group-D employees for one year only.	As amended vide letter No. 3003-3080 dated 4.2.99
6.	Power to transfer lien of an employee.	CA	Full Powers	As amended vide letter No. 3003-3080 dated 4.2.99
7.	Power to relax the provision of rule 3.22 of the Punjab Civil Services, Rules Volume -I, Part-I.	(i) CA (ii) ACA (HQ)	i) Full Powers ii) Full Powers in respect of Group-D employees.	As amended vide letter No. 3003-3080 dated 4.2.99
8.	Power to declare that provisions of rule 3.23 of the Punjab Civil Services Rules, Volume-I, Part-I will not be applicable to any particular case.	(i) CA (ii) ACA (H.Q.)	i) Full Powers ii) Full Powers in respect of Group-D employees.	As amended vide letter No. 3003-3080 dated 4.2.99
9.	Power to grant pay and allowances to an employee treated on duty under rule 2.16 (b) of the Punjab Civil Services Rules, Vol-I, Part-I.	(i) CA (ii) ACA (HQ)	i) Full Powers ii) Full Powers in respect of Group-D employees.	As amended vide letter No. 3003-3080 dated 4.2.99
10.	Power to issue a declaration as to the relative degree of responsibility attaching to two posts in case of doubt.	CA	Full Powers.	As amended vide letter No. 3003-3080 dated 4.2.99
11.	Power to grant premature increment to an employee in a time scale of pay in order to fix initial pay in excess of the amount permissible under rule 4.4 and 4.14 of the Punjab Civil Service Rule, Volume I, Part-I	i) VC ii) CA	i) Full powers for group A & B. ii) Full powers for group C & D.	
12.	Power to grant advance increments to the officers who go abroad to improve their qualifications.	(i) VC (ii) CA	i) Full powers for group A & B. ii) Full powers for group C & D.	
13.	Power to decide whether the officiating pay should or should	CA	Full Powers	As amended vide letter No. 3003-3080 dated 4.2.99

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	not be given in case of clerical and subordinate posts not borne on regular scales of pay.				
14.	Power to reduce the pay of an officiating employee.	(i) VC (ii) CA (iii) ACA (HQ)	(i) Full powers for group A & B. (ii) Full powers for group C. (iii) Full powers for group D.		
15.	Power to fix pay. cl. 23	(i) CA & PUDA	i) Full Powers for Group A, B, C & D.	As amended vide endst. No. 15683-717 dt. 16-7-12	
15	Power to fix pay of Junior employees equivalent to senior employees in accordance Instructions issued by Govt. from time to time.	ACA (HQ)	Full powers	As amended vide endst. No. 2151-99 dt. 27-01-2009.	
16.	Power to appoint and grant honorarium to the employees who hold charge of current duty of another post in addition to their own duties.	(i) VC (ii) CA	i) Full powers for group A & B. ii) Full powers for group C & D.		
17.	Power to waive or reduce the amount of rent to be recovered from any employee or class of employees or waive or to reduce the amount of municipal and other taxes not being house tax or property tax to be recovered from any employee.	CA	Full Powers	As amended vide letter No. 3003-3080 dated 4.2.99	
18.	Power to grant or permit an employee to receive honorarium	(i) VC (ii) CA (iii) ACA (HQ) (iv) ACA (Field) (v) CE	i) Full powers for group A & B. ii) Full powers for group C & D. iii) Upto Rs. 500/- during an year. iv) Upto Rs. 500/- during an year in their respective zone. v) Upto Rs. 500/- during an year.		

B GRANT

19	Power to sanction the taking of work for which a fee is offered and the acceptance of fee thereof.	(i) CA (ii) ACA (Field)	i) Full Powers. ii) Upto Rs. 50,000/- in their respective jurisdiction.	As amended vide letter No. 3003-3080 dated 4.2.99	
20	Power to treat the period of suspension of an employee as a period spent on duty for any specified purpose.	(i) CA (ii) ACA (HQ)	i) Full powers for group A, B, C & D. ii) Full powers for group D.	As amended vide letter No. 45642-740 dated 27.9.02.	

21	Power to grant leave	(i) CA & PDA	(i) Full Powers (including Ex-India leave)	As amended vide letter No. 5342-80 dt. 11-03-13 & No. 6088-6120 dt. 19-3-13.
		(ii) ACA (HQ/Field)	(ii) Full Powers for Group-A, B, C & D (excluding Ex-India Leave) for employees working under their respective controls.	
		(iii) CE	(iii) Full Powers for Group-A, B, C & D (except Superintending Engineers) for employees working under their respective controls (excluding Ex-India Leave).	
		(iv) SE	(iv) Full Powers for Group-A, B, C & D (except Divisional Engineers) for employees working under their respective controls (excluding Ex-India Leave).	
		(v) Divisional Engineer	(v) Full Powers for Group-A, B, C & D (except Sub Divisional Engineers) for employees working under their respective controls (excluding Ex-India Leave).	
		(vi) AGM(HR)	(vi) Full Powers for Group-A, B, C & D (Excluding Ex-India Leave) employees working under his/her control.	
22	Power to grant extension in joining time.	(i) CA (ii) ACA(HQ)	(i) Full Powers (ii) Full Powers in respect of Group-D employees.	As amended vide letter No. 3003-3080 dated 4.2.99
23	Power to grant permission to an employee on leave to accept employment or to take up service.	(i) VC (ii) CA	(i) Full powers for group A & B. (ii) Full powers for group C & D.	
24	Power to permit the calculation of joining time by a route other than, which travelers habitually use.	ACA (HQ) ACA (field) CE	(i) Full Powers. (ii) Full Powers. (iii) Full Powers.	As amended vide letter No. 3003-3080 dated 4.2.99
25	Power to fix pay in foreign service.	(i) ACA (F&A)	Full Powers	As amended vide letter No. 20234-65 dated 27-10-09.
26	Power to decide the date of reversion of an employee returning after leave from foreign service.	(i) CA (ii) ACA (HQ)	(i) Full Powers (ii) Full Powers in respect of Group-D employees.	As amended vide letter No. 3003-3080 dated 4.2.99
27	Power to appoint an employee to hold temporary post or to officiate in more than one post.	(i) VC ii) CA iii) ACA(Field)	(i) Full powers for group A & B. (ii) Full powers for group C & D. (iii) Full Powers for group C & D within their respective jurisdiction.	As amended vide endst. no. 24856-955 dt. 07-11-2006
28	Power to determine the amount of pay and	i) VC	(i) Full powers for group A & B.	As amended vide endst. no. 24856-

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਪੁੱਡਾ ਭਵਨ, ਸੈਕਟਰ 62, ਸਾਹਿਬਜਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ 160062
(ਅਮਲਾ ਸਾਖਾ)

ਦਫਤਰੀ ਹੁਕਮ

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਕਿ ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ: ਪ੍ਰ-ਅਸ-4/1997/25512-865 ਮਿਤੀ 18-11-1997 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੀ ਗਈ ਵਿੱਚ ਲੜੀ ਨੰ: 32 ਭਾਗ II (ਵਰਕਸ) ਅਧੀਨ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਪਾਵਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਦੇ ਹੋਏ ਮੈਂ, ਰਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ, ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿੱਠ ਅੰਕਣ-ਪ੍ਰ-ਅਸ-1/2013/7979-8018 ਮਿਤੀ 09-04-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਦੇ ਸੈਕਸ਼ਨ 1 ਏ (ਜਨਰਲ) ਦੇ ਲੜੀ ਨੰ: 30 ਵਿੱਚ ਹੇਠ ਅਨੁਸਾਰ ਸੋਧ ਕੀਤੀ ਜਾਂਦੀ ਹੈ:-

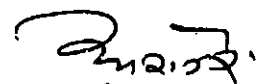
Sr. No.	Nature of Powers	Authority or Officer to whom Power is delegated	Extent of Powers delegated
30	To sanction advance out of Contributory Provident Fund.	Additional Chief Administrator (F & A)/ Chief Accounts Officer	Full powers.

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ ਨਗਰ
06-06-2017

ਰਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-7/2017/ 25512 - 79 ਮਿਤੀ: 14/6/17

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਸਮੂਹ ਅਥਾਰਟੀਜ਼) ਅਤੇ ਪੁੱਡਾ ਦੇ ਸਮੂਹ ਦਫਤਰਾਂ/ ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁੱਖੀਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।


ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

	allowances which may be paid to an employee under rule 7.3(4), 7.3(A) (2) and 7.3 (B) (5) of the Punjab Civil Services Rules, Volume -I, Part-I.	ii) CA	(ii) Full powers for group C & D.	955 dt. 07-11-2006
29	(i) Extra-ordinary leave including that under item in clause (ii) of the rule 8.137 (i) and (ii) of the Punjab Civil Services Rules, Volume-I, Part-I.	i) VC ii) CA iii) ACA (HQ) (iv) ACA (T/E)	i) Full powers for group A & B ii) Full powers for group C iii) Full powers for group D iv) Full Powers for technical staff except group A & B.	As amended vide endst. no. 24856-955 dt. 07-11-2006
	(ii) Medical leave under the conditions in clause (ii) of Rule 8.137 of the Punjab Civil Service Rules Volume-I, Part-I.	ACA (HQ) ACA (Field) ACA(T/E)	(i) Full Powers for Ministerial staff at the HO (including Group-D employees) (ii) Full Powers for staff within their jurisdiction. (iii) Full Powers for technical staff at the Head Quarter.	As amended vide endst. no. 24856-955 dt. 07-11-2006
30	To sanction advance out of the Contributory Provident Fund.	CAO, PUDA	i) Full powers as per CPF rules	As amended vide endst. No. 7979-8018 dt. 09-04-13.
30 (b)	To counter sign the forms submitted by employees for allotment of CPF number.	ADO (Admn.)	Full powers <i>cl.</i>	As amended vide endst. No. 581-620 dt. 12-01-07.
31	Issuing of No Objection Certificate. No dues certificates for obtaining Passport	i) CA ii) CE, PUDA iii) <u>AGM(HR). PUDA</u>	(i) Full Powers for ACAs, CE, GM (i) Full powers for regular work charged employees. (ii) Full Powers for All Ministerial & Technical Staff including Group-D employees except ACA, CE, GM.	As amended vide endst. No. 4720-34 dt. 29-2-12 As amended vide endst. No. 16547-50 dt. 24-7-12
31-B	Issue of No due Certificate to the PUDA employees.	(i) ACA (HQ) (ii) AGM (HR)	1. Full powers for Group-A, B & C employees. 2. Full powers for Group-D employees.	As amended vide endst. No. 744-72 dt. 11-1-12
32	Extension in deputation period of an employee.	(i) VC (ii) CA	(i) Full powers for group A & B. (ii) Full powers for group C & D (Tech. & Non Technical).	As amended vide endst. no. 24856-955 dt. 07-11-2006
33	Forwarding of applications to the organisation to whom they are addressed as per government instructions and permission to pursue further studies by the employee in every class through	i) ACA (HQ/Field) ii) <u>AGM (HR)</u>	(i) Full Powers for Group-A & B (ii) Full Powers for Group-C & D	As amended vide endst. No. 744-72 dt. 11-1-12

	correspondence or privately or any other examination.			
34	To allow annual grade increments except in the case of proficiency selection grade or senior scale or when stopped by the competent Authority.	D.D.O.	Full Powers.	As amended vide letter No. 3003-3080 dated 4.2.99.
35	Grant of proficiency/selection grade and senior scale/placement in the higher scale and grant of class -II status to JE under Assured Career Progression Scheme. <i>cl 23</i>	(i) VC (ii) <u>CA</u> (iii) AGM(HR) iv) SE	(i) Full Powers for Group - A employee. (ii) Full Powers for Group B & C employees (iii) Full Powers for Group-D. If in any case the record of the concerned employee is not satisfactory the same may be forwarded to the Chief Administrator. (iv) Full Powers for work-charged staff under their control.	As amended vide endst. No. 744-772 dt. 11-4-12 and endst. No. 16559-74 dt. 24-7-12 As amended vide endst. No. 25061-66 dt. 16-11-12
36	Power to engage lawyers as per fees fixed by the Authority for cases in lower courts.	(i) ACA (field) (ii) ACA (HQ)	(i) Full Powers within their respective jurisdiction. (ii) Full Powers in all other cases.	As amended vide letter No. 3003-3080 dated 4.2.99
37	Postings & transfers of employees. <i>cl 23</i> <i>Amended</i>	i) VC ii) <u>CA</u> iii) ACA(HQ) iv) AGM(HR)	i) Full powers for Group-A & B employees. ii) Full powers for Group-C employees (iii) Full powers for group D employees (only for posting) (iv) Full powers for group D (only for transfer)	As amended vide endst. No. 744-72 dt. 11-01-2012
38	To sanction house building advance and conveyance advance to the employees.	<u>ACA(HQ)</u>	i) Full powers including work charged staff.	As amended vide Endst. No. 3149-90 dt. 16-02-10
39	To sanction Group D posts.	<u>Authority</u>	Full Powers	As amended vide letter No. 30189-390 dated 6.6.02.
40	To sanction engagement of agencies, staff and professional experts on contract basis.	(i) CA (ii) ACA (Field)	i) Full Powers for two years at a time. ii) Full Powers to appoint revenue staff only for two years at a time at the rates approved by the Head Office.	As amended vide letter No. 8554-8635 dated 29.4.99.

41	To sanction post retirement benefits viz. payment of gratuity, leave encashment, payment of C.P.F. & GIS etc. to employees of PUDA. cl. 23	(i) CA PUDA (ii) ACA (HQ) (iii) ACM (HR) (iv) CE, PUDA	i) Full Powers For Group A Officers. ii) Full Powers for Group B & C iii) Full Powers for all Group-D iv) Full Powers for Work-charged staff.	As amended vide endst. No. 744-72 dt. 11-1-12 As amended vide endst. No. 5321-5420 dt. 22-07-09
42	Clearance of probation period. cl. 23	(i) ACA (ii) CA (iii) ACA (HQ) (iv) DE concerned	(i) Full powers for group A (ii) Full powers for group B & C (iii) Full powers for group D (iv) Full powers for work charge staff working under his/her control.	As amended vide endst. No. 16559-74 dt. 24-7-12 As amended vide endst. No. 24856-955 dt. 7-11-06
43	Power to sanction leave concession.	i) ACA (HQ) ii) ACM (HR)	(i) Full Powers for Group A, B & C (ii) Full Powers for Group D employees.	As amended vide endst. No. 744-72 dt. 11-1-12
44	Finalization of Enquiry cases	i) CA ii) ACA (HQ)	Full powers for Group A, B & C Full powers for Group-D.	As amended vide endst. No. 744-72 dt. 11-1-12

SECTION 1-B (GENERAL)

Sr No	Nature of Powers	Officer to whom Power is delegated	Extent of Powers delegated	Remarks
1.	2.	3.	4.	5.
A	TO SANCTION FOLLOWING CAPITAL EXPENDITURE UNDER THE HEAD PURCHASE OF CAPITAL ASSETS PROVIDED IN THE SANCTIONED BUDGET.			
1.	To sanction expenditure on purchase of vehicles such as Cars, Jeeps, Pick-up Vans, Trucks, Buses etc.	(i) CA (ii) ACA (H.Q.)	(i) Full Powers. (ii) Full powers for purchase of vehicles only for replacement of old vehicles.	As amended vide letter No. 19186-260 dt 6.11.98.
2.	To sanction expenditure on purchase of: - (i) Furniture & fixtures	(i) CA (ii) ACA (H.Q.) (iii) ACA (Field)	(i) Full Powers (ii) Full Powers (iii) Rs.25,000/- in an year.	As amended vide letter No. 31245-345 dt 13.6.02.
	(ii) Office equipment such as fax machine, duplicators, typewriters, Photostat machines and cycles.	(i) CA (ii) ACA (HQ) (iii) ACA (Field) (iv) CE	(i) Full Powers (ii) Full Powers (iii) Rs. 50,000/- per item per year. (iv) Rs. 50,000/- per item per year.	
	(iii) Computers and related equipments	i) CA ii) ACA (Field) iii) ACA (F&A) & (H.Q.)	(i) Full powers (ii) Full powers (iii) Full powers	
3.	To sanction expenditure on purchase of air conditioners, water coolers, air-coolers and electrical fans.	(i) CA (ii) ACA (H.Q.) (iii) ACA (Field) (iv) CE	(i) Full Powers (ii) Full Powers (iii) Rs.30,000/- for A.C. & Rs. 5,000/- for the rest. (iv) Rs.30,000/- for A.C. & Rs. 5,000/- for the rest.	As amended vide letter No. 19186-260 dt 6.11.98.
4.	To sanction expenditure on purchase of books and maps	(i) CA (ii) ACA (HQ) (iii) ACA (Field) (iv) ACA (Project) (v) CE	(i) Full Powers (ii) Full Powers. (iii) Upto Rs. 1,000/- in an individual case of nonrecurring expenditure. (iv) Upto Rs. 1,000/- in an individual case of nonrecurring expenditure. (v) Upto Rs. 1,000/- in an individual case of nonrecurring expenditure.	As amended vide letter No. 19983-20080 dt 23.8.01.
5	To sanction expenditure on installation of telephones & internal telephone system.	(i) CA (ii) ACA (HQ)	(i) Full Powers (ii) Full Powers	As amended vide letter No. 19186-260 dt 6.11.98.
5 (b)	For allowing the facility of telephones at the residence of officers/officials of PUDA as per requirement and with proper justification and keeping in view the nature of duties of the officers/officials.	CA	Full powers	As amended vide endst. No. 581-620 dt. 12-01-2007. This issue with the approval of Authority vide agenda item no. 34.13

B TO SANCTION FOLLOWING CAPITAL EXPENDITURE UNDER THE HEAD PURCHASE OF MACHINERY PROVIDED IN THE SANCTIONED BUDGET.					
6.	To sanction expenditure on purchase of construction equipment such as road rollers, mixers and vibrators etc.	(i) CA (ii) CE (iii) ACA (Field)	(i) Full Powers. (ii) Full Powers (iii) Rs. 50,000/-	As amended vide letter No. 19186-260 dt 6.11.98.	
7.	To sanction expenditure on purchase of scientific apparatus, laboratory, equipment, mathematical drawing, surveying, electrical instruments, weighing machines, meters equipments.	(i) CA (ii) CE (iii) ACA (Field)	(i) Full Powers (ii) Full Powers (iii) Rs. 25,000/-	As amended vide letter No. 19186-260 dt 6.11.98.	
C TO SANCTION FOLLOWING REVENUE EXPENDITURE UNDER THE HEAD CONTINGENCIES PROVIDED IN THE SANCTIONED BUDGET.					
8.	(i) To sanction expenditure on printing.	(i) CA (ii) ACA (HQ) (iii) ACA (Field) (iv) CE	(i) Full Powers (ii) Full Powers (iii) (a) Full powers for printing of brochurs only on or less than the rates approved by the PR Cell, HQ and within the limit of budget allocation of each zone. (b) Rs. 10,000/- for other printing jobs in an individual case. (iv) Rs. 1,000/- in an individual case.	As amended vide letter No. 7116-7210 dt 24.2.03.	
	(ii) To sanction expenditure on preparation and typing of project reports.	CE	Full Powers		
9.	To sanction expenditure on purchase of stationary without obtaining tenders.	FOR HEAD OFFICE (i) Committee consisting of ACA (HQ), ACA (F&A) & Chief Engineer.	(i) Full Powers		
		FOR ZONAL OFFICE (ii) Committee consisting of ACA, SE, AO & Estate Officer.	(ii) Full Powers	As amended vide letter No. 19186-260 dt 6.11.98.	
		(iii) CA	(iii) Upto Rs. 10,000/- on one single occasion and Rs. 50,000/- in an year.		
		(iv) ACA (H.Q)	(iv) Upto Rs. 10,000/- on one single occasion and Rs. 50,000/- in an year.		
		(v) ACA (Field)	(v) Upto Rs. 10,000/- on one single occasion		

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਪੁੱਡਾ ਭਵਨ, ਸੈਕਟਰ 62, ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ 160062

(ਅਮਲਾ ਸਾਖਾ)

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਕਿ ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-4/1997/25512-865 ਮਿਤੀ 18-11-1997 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੀ ਗਈ ਵਿੱਚ ਲੜੀ ਨੰ: 32 ਭਾਗ II (ਵਰਕਸ) ਅਧੀਨ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਪਾਵਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਦੇ ਹੋਏ ਮੈਂ, ਰਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ, ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿੱਠ ਅੰਕਣ-ਪ੍ਰ-ਅਸ-1/2012/16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਦੇ ਸੈਕਸ਼ਨ 1 ਬੀ (ਰਲ) ਦੇ ਲੜੀ ਨੰ: 16 ਵਿੱਚ ਹੇਠ ਅਨੁਸਾਰ ਸੋਧ ਕੀਤੀ ਜਾਂਦੀ ਹੈ:-

Sr. No.	Nature of Powers	Authority or Officer to whom Power is delegated	Extent of Powers delegated
16	To sanction expenditure on miscellaneous office expenses such as hire charges and repair of office furniture, office equipment, fans, charges for carriage of office record.	i) CA ii) ACA (HQ) iii) CE iv) ACA (Field) v) Head of Office	Full powers Full powers Full powers Full powers Hiring charges upto 6 months and repair charges upto Rs. 5,000/- in an individual Case.

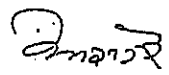
ਮਿਤੀ, ਐਸ.ਏ.ਐਸ ਨਗਰ
05-05-2017

ਰਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2017/ 11341

ਮਿਤੀ: 9/5/17

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਸਮੂਹ ਅਥਾਰਟੀਜ਼) ਅਤੇ ਪੁੱਡਾ ਦੇ ਸਮੂਹ ਦਫਤਰਾਂ/ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁੱਖੀਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।


ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

			and Rs.50,000/- in an year.	
		(vi) Head of office	(vi) Upto Rs. 5000/- on one single occasion and Rs. 20000/- in an year.	
10	To sanction expenditure on account of rent for office accommodation.	(i) CA	(i) Full Powers	As amended vide letter No. 19186-260 dt 6.11.98.
		(ii) ACA (Field)	(ii) Full Powers within their respective zone.	
		(iii) CE	(iii) Upto Rs. 3,000/- per month subject to the condition that no lease is entered into for a period of more than one year.	
11	To sanction expenditure on account of telephone charges, rental charges of telephones and other miscellaneous charges.	Drawing and Disbursing Officer	Full Powers subject to verification of telephone bills and within the ceiling limit imposed by the Authority on local calls.	As amended vide letter No. 19186-260 dt 6.11.98.
12	To sanction expenditure on purchase of postage stamps.	ACA(HQ/Field), Accounts Officer, Estate Officer & Divisional Engineers	Full powers	As amended vide endst. No. 744-72 dt. 11-1-12
13	To sanction expenditure on electricity and water charges bills.	Drawing and Disbursing Officer	Full powers subject to verification of bills by the concerned officer.	As amended vide letter No. 19186-260 dt 6.11.98.
14	To sanction supply of liveries to drivers and Class-IV employees.	AGM (HR)	Full powers	As amended vide endst. No. 744-72 dt. 11-1-12
15	To sanction purchase of periodicals and newspapers required for official use.	(i) CA (ii) ACA (HQ) (iii) CE (iv) ACA (Field) (v) ACA (Project)	(i) Full Powers (ii) Full Powers (iii) Full Powers (iv) Upto Rs. 5,000/- per year. (v) Upto Rs. 5,000/- per year.	As amended vide letter No. 19983-20080 dt 23.8.01.
16	To sanction expenditure on miscellaneous office expenses such as hire charges and repair of office furniture, office equipment, fans, charges for carriage of office record.	(i) CA (ii) ACA (H.Q.) (iii) CE (iv) ACA (Field) (v) Head of Office	(i) Full Powers. (ii) Full Powers (iii) Full Powers (iv) Full Powers (v) Hiring charges upto 6 months and repair charges upto Rs. 2,000/- in an individual case.	As amended vide letter No. 19186-260 dt 6.11.98.
17	To incur expenditure on entertainment in the interest of the Authority's business activities.	1. VC 2. CA 3. ACA (F&A/Proj./T/E/ Field) PUDA	Upto Rs. 5,000/- per month. Full Powers upto Rs. 4000/- per month	As amended vide endst. No. 25501-50 dt. 12-11-2008

7-12-

		4.C.E	upto Rs. 3000/- per month	As amended vide endst. No. 19167-99 dt. 11-8-10	
		5.ACA (HQ) PUDA	upto Rs. 10000/- at a time		
		6.General Manager	upto Rs. 1000/- per month		
		7.SE (at any post)	upto Rs. 1000/- per month		
		8.CAO	upto Rs. 1000/- per month		
		9. STP	upto Rs. 1000/- per month		
		10. Estate Officer/Esstt. Officer	Up to Rs. 1000/- per month.		
		11. Sr. Architect	Upto Rs. 1000/- per month		
		12. Jt. Dir. (PR)	Upto Rs. 1000/- per month		
		13. DE (at any post)	Upto Rs. 500/- per month.		
		14. Sr. Law Officer	Upto Rs. 500/- per month.		
		15. SDE(Mech.)	Upto Rs. 500/- per month		
		16. Architect	Upto Rs. 300/- per month.		
		17.DC(F&A)	Upto Rs. 300/- per month.		
		18. Sr. Accounts Officer/A.O	Upto Rs. 300/- per month		
		19. DTP	Upto Rs. 300/- per month.		
		20. ADO/AEO	Upto Rs. 300/- per month.		
		21. AGM	Upto Rs. 300/- per month.		
		22. Legal Advisor	Upto Rs. 1000/- per month.		
As amended vide endst. No. 6096-6130 dt. 8-3-11					
TO SANCTION FOLLOWING REVENUE EXPENDITUE UNDER THE HEAD MISCELLANEOUS EXPENDITUE PROVIDED IN THE SANCTIONED BUDGET.					
17-A	(i) To incur expenditure on entertainment during the meeting held by the Officers posted at HQ.	(i) ACA (HQ)	Upto Rs. 10,000/- PM.		Amended vide endst. No. 20748-57 dated 1-7-05. Amended vide endst. No. 20748-57 dated 1-7-05.
		(ii) DD(PR)	Upto Rs. 1000/- PM.		
	(ii) To incur expenditure on entertainment during the meeting held by the Officers posted at respective zonal offices.	(i) <u>ACA (field)</u>	Upto Rs. 1500/- PM.		
18.	To sanction legal expenditure in connection with Civil Suits/ Complaints/ Appeals for and against the Authority.	(i) CA (ii) ACA (HQ) (iii) ACA (Field)	(i) Full Powers. (ii) Full Powers (iii) District Level cases as per prescribed rates.	As amended vide letter No. 19186-260 dt 6.11.98.	
19.	To sanction expenditure	(i) ACA (HQ)	(i) Full Powers.	Amended vide	

	on publicity and on advertisements through the media of the radio and press through the empanelled agencies.	(ii) JD (PR)	(ii) 50,000/-	letter No. 20953-99 dt. 11-08-2011
20.	(i) To sanction expenditure on repair and replacement of parts of vehicles (Major repair).	(i) CA (ii) ACA (HQ) (iii) ACA (Field)/SE for field offices (iv) CE (v) SE (Field)	(i) Full Powers. (ii) For HQ full Powers (iii) Full Powers within his jurisdiction & within sanctioned estimated approved by competent authority as per norms fixed. (iv) Full Powers (v) Full Powers within sanctioned estimates approved by Chief Engineer.	
	(ii) To sanction expenditure on running & maintenance of Vehicles and generator including repair & replacement of parts.	(i) CA (ii) ACA (HQ) (iii) Drawing & Disbursing Offices	(i) Full Powers (ii) Full powers (above the ceiling imposed). (iii) Full powers within the ceiling imposed as per instruction issued from time to time.	As amended vide letter No. 36686-780 dt 18-10-04.
21.	To sanction expenditure for insurance of vehicles or other capital assets.	Drawing & Disbursing Officer	Full Powers.	As amended vide letter No. 19186-260 dt 6.11.98.
E	TO SANCTION FOLLOWING REVENUE EXPENDITURE UNDER THE HEAD ESTABLISHMENT PROVIDED IN THE SANCTIONED BUDGET.			
22.	To sanction pay, travelling allowance and other claims of the employees.	Drawing & Disbursing Officer	Full Powers except tour abroad. (i) T.A. should be reimbursed after getting the tour Programme approved from the ACA/Chief Engineer and ACA (HQ) for the employees serving under their respective control. In case of Tour Programme of Superintending Engineers approval of Chief Engineer will be required. (ii) Superintending Engineer/ Estate Officer within state for the employees working under their respective control. (iii) In case of tour programme for abroad and tour programme of ACA and Chief Engineer approval of the Chief Administrator will be required.	As amended vide letter No. 28669-770 dt 27.5.02
23.	To sanction reimbursement of medical expenses incurred by the employees.	CA / ACA (HQ)	Full power for Group A, B, C & D.	As amended vide endst. No. 744-72 dt. 11-1-12

F. OTHER ITEMS				
24.	To declare stores and stocks surplus or un-serviceable.	(i) Condemnation Committee consisting of the CA, CE and ACA (F&A).	(i) Full Powers.	As amended vide letter No. 19186-260 dt 6.11.98.
		(ii) Condemnation Committee for respective zone consisting of ACA, SE, Accounts Officer and EO.	(ii) Upto Rs. 50,000/- each item (Book value)	
		(iii) CA	(iii) Upto Rs. 20,000/- each item (book value)	
		(iv) ACA (Field)	(iv) Upto Rs. 5,000/- each item (book value)	
		(v) ACA (HQ)	(v) Upto Rs. 5,000/- each item (book value)	
		(vi) Head of Office	(vi) Upto Rs. 1,000/- each item (book value)	
25.	To sanction sale of articles of stocks and stores declared un-serviceable.			As amended vide letter No. 19186-260 dt 6.11.98.
		(i) at book value or by private negotiation at less than book value.	Committee consisting of CA, ACA (F&A) and CE	Full Powers
		(ii) by public auction.	(i) CA	(i) Full Powers
			(ii) ACA (Field)	(ii) Full Powers within respective zone.
26.	To sanction the writing off finally of the unrecoverable value of stores of the Authority's money lost by fraud or negligence of individuals or due to any other cause.	Committee consisting of CA, ACA (F&A) and Technical Advisor.	Full Powers.	As amended vide letter No. 581-620 dt. 12-01-07
27.	To write off books.	CA	Full Powers.	As amended vide letter No. 19186-260 dt 6.11.98.
28.	To write off book value of stores and stocks due to depreciation or any other cause.	(i) Committee consisting of VC, CA, ACA (F&A)	(i) Full Powers	
		(ii) Committee consisting of ACA, SE, Accounts Officer and EO.	(ii) Upto Rs. 1,00,000/-	As amended vide letter No. 19186-260 dt 6.11.98.
29.	To sanction payment of municipal taxes of the Authority which have been assessed by the Competent Authority.	(i) CA (ii) ACA (HQ)	(i) Full Powers. (ii) Full Powers	As amended vide letter No. 19186-260 dt 6.11.98.

30.	To sanction the payment of rates or taxes levied by a statute or by local rules or orders (as for instance terminal tax or octroi levied on the Authority.)	(i) CA (ii) ACA (HQ) (iii) ACA (Field)	(i) Full Powers (ii) Full Powers (iii) Full Powers subject to assessment by the Competent Authority.	As amended vide letter No. 19186-260 dt 6.11.98.
31.	To approve the undertaking of defence of the employees in criminal proceedings at the expense of the Authority.	CA	Full Powers.	As amended vide letter No. 19186-260 dt 6.11.98.
31-A	To issue certificate of residential proof to the officers/ officials of RUDA.	AGM (HR)	Full powers for Group-A, B, C & D.	As amended vide endst. No. 744-72 dt. 11-1-12
32	To reimburse an employee whose conduct has been the subject matter of enquiry for expenditure on account of defence witness.	CA	Full Powers	As amended vide letter No. 19186-260 dt 6.11.98.
33.	To sanction expenditure upon items specified in detail in the sanctioned budget estimates under contingencies not otherwise provided for in these regulations.	(i) CA (ii) ACA (Field) (iii) ACA (HQ) (iv) CE (v) ACA (Projects) (vi) SE	(i) Full Powers (ii) Upto Rs. 25,000/- per item. (iii) Upto Rs. 25,000/- per item. (iv) Upto Rs. 25,000/- per item. (v) Upto Rs. 10,000/- per item subject to a ceiling of Rs. 50000/- in a year. (vi) Upto Rs. 5,000/- per item subject to ceiling of Rs. 25,000/- in a year.	As amended vide letter No. 19983-20080 dt.23.8.01.
34.	To sanction expenditure upon items not specified under contingencies and not otherwise provided for in these regulations.	CA	Full Powers	As amended vide letter No. 19186-260 dt 6.11.98.

(SECTION II WORKS)

Sr. No.	Nature of Powers	Authority or Officer to whom power is delegated	Extent of powers delegated	
1.	2.	3.	4.	
1.	To accord Administrative approval to proposals for works			
	(a) For original works at projects.	CA ACA (Field)	Full Powers Upto Rs. 25.00 lacs.	As amended vide letter No. 1846-95 dt. 28-01-08
	(b) For extension of new works or executed works maintenance or repairs.	(i) ACA (Field)	Upto Rs. 5.00 lacs.	As amended vide letter No. 35048-140 dt 29.9.03.
2.	To accord technical sanction to the detailed estimates of works.	i) CE ii) SE	i) Full Powers ii) Upto Rs. 25.00 lacs	As amended vide letter No. 46498-590 dt 4.10.02.
3.	To accept tenders for execution of works.	(i) Committee consisting of CE, ACA (F&A) and ACA (Policy) (ii) Committee consisting of CE, ACA (F&A), ACA (Proj), SE (HQ) and CAO. (iii) SE (iv) DE	(i) Works between Rs. 20.00 lacs to Rs. 50.00 lacs subject to approval of CA in case of single tender or tender other than the lowest. (ii) Works above Rs. 50.00 lacs subject to approval of Chief Administrator in case of single tenderer other than the lowest. (iii) Upto Rs. 20.00 lacs except for single tender where it will be submitted to next higher authority. (iv) Upto Rs. 2.00 lac except for single tender.	Amended vide letter No. 31690-789 dt 22-9-04. As amended vide endst. No. 1652-92 dt. 27-02-09

HIGHER PURCHASE COMMITTEE

4.	To purchase Stores for sanctioned works.	(i) (a) Committee consisting of CA. (b) ACA (F&A), and (c) CE (d) ACA (Policy) (e) SE (HQ) (f) CAO	Full Powers	As amended vide letter No. 27835-75 dt. 31-12-07
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UPPER PURCHASE COMMITTEES

		(i) Field level consisting of: (a) ACA (Field) (b) SE (c) Accounts Officer (excluding centrally procured item.)	To incur expenditure on the purchase of building material upto Rs. 20.00 lacs at a time on one item subject to the ceiling of Rs. 50.00 lacs on each item during the financial year.	
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HEAD OFFICE LEVEL

	(i) Committee consisting of: (a) CE (b) ACA (F&A) (c) ACA (Policy) (d) DE (Proc.)	To incur expenditure on the purchase of building material upto Rs. 40.00 lacs at a time on one item subject to the ceiling of Rs. one crore on each item during the financial year.	
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LOWER PURCHASE COMMITTEE

	(i) Committee consisting of: (a) SE (b) Estate Officer (c) DE (d) SO (W)	To incur expenditure on the purchase of building material up to Rs. 25000/- at a time subject to ceiling of Rs. 50000/- on each item during the financial year.	
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NOTE: - In the case of Lower Purchase Committee presence of Superintending Engineer concerned, for the upper purchase committee field level, presence of Addl. Chief Administrator (Field) and for Head Office level presence of the Chief Engineer and in the case of Higher Purchase Committee presence of the Chief Administrator shall be essential to form quorum.

5.	To accord sanction to non-scheduled or extra items.	1) CE 2) SE	Full powers. Upto Rs. 2.50 lacs subject to maximum of 10% of contract value, whichever is less.	As amended vide endst. No. 20532-72 dt. 10-09-08.
6.	Acceptance of a single tender or where tender other than the lowest is accepted.	(i) VC (ii) CA (iii) ACA (Field) (iv) CE (v) SE	i) Full powers. ii) Upto Rs. 50.00 lacs iii) Rs. 10.00 lacs iv) Upto Rs. 25.00 lacs v) Upto Rs. 2.00 lacs.	
7.	Write off infructuous expenditure on construction.	Authority	Full Powers	As amended vide letter No. 25512-865 dt 18.11.97.
8.	Passing of first & final running bill.	Divisional Engineer	Full Powers after pre audit of odd running and final bills.	As amended vide letter No. 25512-865 dt 18.11.97.
9.	To sanctioned expenditure under the workmen compensation Act, 1923 and the Industrial Dispute Act, 1947.	CA	Full Powers	As amended vide letter No. 25512-865 dt 18.11.97.
10.	To accord sanction to expenditure on ceremonies connected with laying of foundation stones and opening of Authority buildings, holding of draw of lots, auction of sites and the like.	i) CA ii) ACA (Field)	i) Full Powers. ii) Upto Rs. 25000/- in their respective jurisdiction.	As amended vide letter No. 25512-865 dt 18.11.97.
11.	To fix the limit of reserve stocks.	Committee consisting of: (a) CA., CE, ACA (F&A)	a) Full Powers	As amended vide letter No. 30189-390 dt 6.6.02.

HEAD OFFICE LEVEL

		(i) Committee consisting of: (a) CE (b) ACA (F&A) (c) ACA (Policy) (d) DE (Proc.)	To incur expenditure on the purchase of building material upto Rs. 40.00 lacs at a time on one item subject to the ceiling of Rs. one crore on each item during the financial year.	
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LOWER PURCHASE COMMITTEE

		(i) Committee consisting of: (a) SE (b) Estate Officer (c) DE (d) SO (W)	To incur expenditure on the purchase of building material up to Rs. 25000/- at a time subject to ceiling of Rs. 50000/- on each item during the financial year.	
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NOTE: - In the case of Lower Purchase Committee presence of Superintending Engineer concerned, for the upper purchase committee field level, presence of Addl. Chief Administrator (Field) and for Head Office level presence of the Chief Engineer and in the case of Higher Purchase Committee presence of the Chief Administrator shall be essential to form quorum.

5.	To accord sanction to non-scheduled or extra items.	1) CE 2) SE	Full powers. Upto Rs. 2.50 lacs subject to maximum of 10% of contract value, whichever is less.	As amended vide endst. No. 20532-72 dt. 10-09-08.
6.	Acceptance of a single tender or where tender other than the lowest is accepted.	(i) VC (ii) CA (iii) ACA (Field) (iv) CE (v) SE	i) Full powers. ii) Upto Rs. 50.00 lacs iii) Rs. 10.00 lacs iv) Upto Rs. 25.00 lacs v) Upto Rs. 2.00 lacs.	
7.	Write off infructuous expenditure on construction.	Authority	Full Powers	As amended vide letter No. 25512-865 dt 18.11.97.
8.	Passing of first & final running bill.	Divisional Engineer	Full Powers after pre audit of odd running and final bills.	As amended vide letter No. 25512-865 dt 18.11.97.
9.	To sanctioned expenditure under the workmen compensation Act, 1923 and the Industrial Dispute Act, 1947.	CA	Full Powers	As amended vide letter No. 25512-865 dt 18.11.97.
10.	To accord sanction to expenditure on ceremonies connected with laying of foundation stones and opening of Authority buildings, holding of draw of lots, auction of sites and the like.	i) CA ii) ACA (Field)	i) Full Powers. ii) Upto Rs. 25000/- in their respective jurisdiction.	As amended vide letter No. 25512-865 dt 18.11.97.
11.	To fix the limit of reserve stocks.	Committee consisting of: (a) CA, CE, ACA (F&A)	a) Full Powers	As amended vide letter No. 30189-390 dt 6.6.02.

		(b) ACA (Field)	b) Upto Rs. 5.00-lacs	
12.	To sanction repairs and carriage of tools and plants, construction equipment, Scientific equipment and laboratories.	Committee consisting of: i) CA, CE, ACA (F&A) ii) Committee consisting of CE, ACA (F&A) iii) ACA (Field)	i) Full Powers ii) Upto Rs. 1.00-lac. iii) Upto Rs. 50000/-	As amended vide letter No. 25512-865 dt 18.11.97.
13.	To sanction carriage and handling of stock material chargeable to stock.	i) CA. ii) Divisional Engineer.	i) Full powers. ii) Full powers at the rates within the scheduled rates plus premium sanctioned from time to time.	As amended vide letter No. 30189-390 dt 6.6.02.
14.	To declare stores (Tools & Plants) articles surplus, un-serviceable or obsolete and fix the resale price and prescribe the mode of disposal.	(i) Committee consisting of: (a) CA, CE and Chief Accounts Officer (b) CE & ACA (F&A) (c) ACA (Field), SE and Accounts Officer	i) Full Powers ii) Upto Rs. 50000 iii) Upto Rs. 25000/-	As amended vide letter No. 25512-865 dt 18.11.97.
Provided the provision of para 4.4 of the Punjab Public Works Department code are complied with and it is certified that the material declared surplus will not be required for the execution of any Authority's works in the foreseeable future and the material declared as un-serviceable or obsolete is beyond repair or renovation.				
15.	Disposal of surplus (Tools & Plants)			
	(a) Articles, Surplus, Unserviceable or obsolete material or tools & plants articles.	i) CA	Full Powers	As amended vide letter No. 30189-390 dt 6.6.02.
	(b) To dispose of material (Tools & Plants) articles, declared surplus, un-serviceable or obsolete and sanctioning resultant loss therein, if any.	(i) Committee consisting of: a) VC, CA, ACA (F&A). (a) CE (b) SE (c) DE	i) Full Powers ii) Upto Rs. 15000/- iii) Upto Rs. 10000/- iv) Upto Rs. 2000/-	
The Authority sanctioning the write off shall satisfy itself that the loss has not resulted from excess or injudicious purchase of stores or on account of negligence of any functionary and shall forward a certificate thereof to the Accounts Section of the Authority.				
16.	To the sanction dismantling of temporary buildings and structures when purpose for which the construction was under taken has been fulfilled.	(i) Committee consisting of: (a) VC, CA, ACA (F&A) & CE. (b) CE. (c) SE	Full Powers Temporary Construction upto the cost of Rs. 20000/- Temporary construction upto the cost of Rs. 10000/-	
17.	To incur expenditure for getting preliminary study reports prepared regarding new projects.	(i) CA (ii) CE.	i) Full Powers ii) Upto Rs. 10000/-	As amended vide letter No. 25512-865 dt 18.11.97.
18.	Opening of tenders called for execution of works.	(i) Tender Committee (HO) under the Chairmanship of Superintending	i) Full Powers	As amended vide letter No. 25512-865 dt 18.11.97.

		Engineer project with Accounts Officer and DE concerned as its members		
		(ii) Divisional level Tender Committee consisting of DE, SO (W) and the office Superintendent	ii) Full Powers in respect of tender called or received in the Divisional Office.	
19.	Passing of bills of work charged establishment.	Divisional Engineer	Full powers subject to the condition that the appointment is made by the Appointing Authority.	As amended vide letter No. 25512-865 dt 18.11.97.
20.	Grant of extension of time for completion of work.	i) CE ii) SE (Field)	i) Full powers. ii) upto Rs. 25.00 lacs.	As amended vide endst. No. PUDA-CE-EA-3/2008/10985-11024 dt. 01-12-08
21.	To write off articles (Tools & Plants), & office furnitures rendered unserviceable through wear & tear if the original purchase value of the articles is not known.	(i) Committee consisting of VC, CA & CE. (ii) CE (iii) SE	i) Full Powers ii) Upto Rs. 20000/- iii) Upto Rs. 10000/-	
22.	To write off actual loss of stocks and tools and plants articles.	(i) Authority (ii) CE	Full Powers Upto Rs. 5000/-	As amended vide letter No. 25512-865 dt 18.11.97.
23.	To sanction the purchase of Ferro-Chemicals.	i) CA. ii) CE iii) SEs & Sr. Architect. iv) DE & Architect.	i) Full powers. ii) Upto Rs. 1.00 lacs. iii) Upto Rs. 10,000/- for each office. iv) Upto Rs. 5000/- for each office.	As amended vide letter No. 30189-390 dt 6.6.02.
24.	To sanction the payment of the rates and taxes levied by a statute or by local rules or orders as per instance octroi on Authority's stores; house tax, property tax etc.	(i) Drawing & Disbursing Officer	Full Powers subject to the Budget Provision.	As amended vide letter No. 25512-865 dt 18.11.97.
25.	To sanction expenditure in connection with compensation under the Fatal Accident Act, 1855 for private persons.	CA	Full Powers upto the amount as admissible to a workman under Schedule-IV of the Workmen's Compensation Act, 1923 in similar circumstances or cases when monthly wages will be got assessed through the State Revenue Authority or the Gram Panchayat.	As amended vide letter No. 25512-865 dt 18.11.97.

26	To incur expenditure on testing of samples with a view to enforce quality.	i) CE ii) SE iii) Divisional Engineer	i) Full Powers. ii) Upto Rs. 7500/- iii) Upto Rs. 2000/- Chargeable to the works subject to call of proper quotations and that higher rates are not paid than those contained in common schedule of rates plus sanctioned premium. iv)	As amended vide letter No. 25512-865 dt 18.11.97.
27	To create posts of Work charged Staff	(i) Authority	Full powers.	As amended vide letter No. 30189-390 dt 6.6.02.
28	To appoint Work charged Staff against sanctioned posts and to punish Work charged Staff.	i) VC ii) CA	i) Full powers for group A & B. ii) Full powers for group C & D.	
29	To appoint staff on daily wages on mustroll basis for the execution of departmental works.	(i) Divisional Engineer	Full Powers	As amended vide letter No. 25512-865 dt 18.11.97.
30	To delegate powers of the Authority under section - 2, sub-section v of the Punjab Urban Planning & Dev. Authority (Building) Rules, 1996 (i.e. Declaring Authorised Officers)	(i) CA	Full Powers	As amended vide letter No. 25512-865 dt 18.11.97.
31	To delegate powers of Chief Administrator to subordinate officers and to withdraw the same.	CA	Full Powers.	As amended vide letter No. 25512-865 dt 18.11.97.
32	To amend these regulations in order to facilitate day-to-day working.	CA	Full Powers	As amended vide letter No. 25512-865 dt 18.11.97.
33	A new committee to be called "THE CONCEPT APPROVAL COMMITTEE" which would finalise the Architectural Drawings and specifications for materials (Based on which DNIT).	Committee consisting of:- i) VC, CA, CE, Senior Architect, ACA (F&A) and ACA (Field). ii) CA, CE, Sr Arch, ACA (F&A).	i) Works upto Rs. 1.00 crore and above. ii) Works below Rs. 1.00 crore.	As amended vide letter No. 30189-390 dt 6.6.02.
34	Power to fix levy of the departmental charges of the projects to be carried out by PUDA as deposit work.	CA	Full Power.	As amended vide letter No. 9969-10060 dt 16-3-04.
35	(i) To sanction expenditure on newspapers, printing of D.Os, visiting cards, purchase of books, binding, misc. purchase like banquet for functions, photography etc.	ACA(HQ) Jt Dir. (PR)	Full powers upto Rs. 5000/-	As amended vide letter No. 20953-99 dt. 11-08-2011

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(ii) To clear the files regarding release of advts eg. Court notice, public notice, tender notice, notification, service matters, corrigendum, repeat insertion, through the media of radio and press through the empanel agencies.	Jr. Dir. (PR)	Full powers.	
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NOTE:-

- (1) The quorum in the meetings of the Committees constituted in these regulations shall be as under:
- (a) for the committees consisting of three members, two members shall form quorum and
 - (b) for the committees consisting of more than three members, three members shall form quorum.
 - (c) In respect of the financial matters not specifically stated in these regulations the provisions of the Financial Hand Book No. 3 of the Department of Finance, Government of Punjab shall be applicable and references to the Executive Engineer in the aforesaid Hand Book shall be constructed as a reference to the Divisional Engineer of the Authority.

Dated, SAS Nagar

Manvish Singh Sidhu, IAS
Chief Administrator

Dated:

Endst No: PUDA-Admn-EA-1/2013/

A copy of the above is forwarded to all the heads of offices/branches, PUDA for information and necessary action.

Superintendent (Admn)
For Chief Administrator

CC:

Secretary/VC, PUDA for the kind information of worthy Vice Chairman, PUDA.

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਪੁੱਡਾ ਭਵਨ, ਸੈਕਟਰ 62, ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ 160062
(ਅਮਲਾ ਸਾਖਾ)

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਕਿ ਪਿਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-4/1997/25512-865 ਮਿਤੀ 18-11-1997 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੀ ਗਈ ਵਿੱਚ ਲੜੀ ਨੰ: 32 ਭਾਗ II (ਵਰਕਸ) ਅਧੀਨ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਪਾਵਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਦੇ ਹੋਏ ਮੈਂ, ਰਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ, ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿਠ ਅੰਕਣ -ਪ੍ਰ-ਅਸ-1/2012/16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਦੇ ਸੈਕਸ਼ਨ 1 ਏ (ਜਨਰਲ) ਦੇ ਲੜੀ ਨੰ: 15, 35, 37, 41 ਅਤੇ 42 ਵਿੱਚ ਹੇਠ ਅਨੁਸਾਰ ਸੋਧ ਕੀਤੀ ਜਾਂਦੀ ਹੈ:-

Sr. No.	Nature of Powers	Authority or Officer to whom Power is delegated	Extent of Powers delegated
15	Power to fix pay	i) ACA (F&A)	Full Powers for Group A, B, C & D employees.
35	Grant of proficiency/selection grade and senior scale/ placement in the higher scale and grant of class-II status to JE under Assured Career Progression Scheme.	ii) CA, PUDA iii) ACA (H.Q) iii) AGM (HR) iv) S.E concerned	Full Powers for Group A employees. Full Powers for Group B & C employees. Full Powers for Group D employees. If in any case the record of the concerned employee is not satisfactory the same may be forwarded to the Chief Administrator. Full Powers for work-charged staff under their control. If in any case the record of the concerned employee is not satisfactory the same may be forwarded to the Chief Engineer.
37	Posting & transfers of employees	i) JVC ii) CA, PUDA iii) ACA (H.Q)	Full Powers for Group A employees. Full Powers for Group B employees. Full Powers for Group C & D employees
41	To sanction post retirement benefits viz, payment of gratuity, leave encashment, payment of C.P.F & GIS etc. to employees of PUDA.	i) ACA (H.Q) ii) AGM (HR) iii) C.E, PUDA	Full Powers for Group A & B. Full Powers for Group C & D. Full Powers for Work-charged Staff.
42	Clearance of probation period	i) CA, PUDA ii) ACA (H.Q) iii) D.E concerned	Full powers for group A & B Full powers for Group C & D Full powers for work charge staff working under his/her control.

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ ਨਗਰ
18-04-2017

ਰਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2017/ 9482-9509

ਮਿਤੀ: 18/4/17

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਸਮੂਹ ਅਥਾਰਟੀਜ਼) ਅਤੇ ਪੁੱਡਾ ਦੇ ਸਮੂਹ ਦਫਤਰਾਂ/ਸਾਖਾਵਾਂ ਦੇ ਮੁੱਖੀਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।


ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ. ਨਗਰ 160062

(ਪ੍ਰਸ਼ਾਸਨ ਸ਼ਾਖਾ)

ਦਫਤਰੀ ਹੁਕਮ

ਲੋਕ ਸੰਪਰਕ ਸ਼ਾਖਾ ਦੇ ਕੰਮਾਂ ਦੀ ਮਹੱਤਤਾ ਨੂੰ ਵੇਖਦੇ ਹੋਏ ਪੁੱਡਾ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ) ਰੈਗੁਲੇਸ਼ਨ, 1997 ਦੇ ਸੈਕਸ਼ਨ-ਬੀ (ਜਨਰਲ) ਅਤੇ ਸੈਕਸ਼ਨ-2 ਵਰਕਸ ਅਨੁਸਾਰ ਜਿਹੜੀਆਂ ਪਾਵਰਜ ਸੰਯੁਕਤ ਨਿਰਦੇਸ਼ਕ (ਲੋਕ ਸੰਪਰਕ) ਨੂੰ ਦਿੱਤੀਆਂ ਗਈਆਂ ਸਨ, ਹੁਣ ਇਨ੍ਹਾਂ ਪਾਵਰਜਾਂ ਦੀ ਵਰਤੋਂ ਸਹਾਇਕ ਲੋਕ ਸੰਪਰਕ ਅਫਸਰ, ਪੁੱਡਾ ਵਲੋਂ ਕੀਤੀ ਜਾਵੇਗੀ।

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ. ਨਗਰ
19-01-2018

ਰਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ.
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-2/2018/3021-50 ਮਿਤੀ 2/2/18
ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

- 1 ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ/ਗਮਾਡਾ/ਗਲਾਡਾ/ਜੇ.ਡੀ.ਏ/ਏ.ਡੀ.ਏ/ਬੀ.ਡੀ.ਏ/ਪੀ.ਡੀ.ਏ।
- 2 ਵਧੀਕ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਵਿ ਤੇ ਲੇ), ਪੁੱਡਾ/ਗਮਾਡਾ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।
- 3 ਇੰਜੀਨੀਅਰ-ਇਨ-ਚੀਫ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।
- 4 ਸਮੂਹ ਸ਼ਾਖਾਵਾਂ, ਪੁੱਡਾ/ਗਮਾਡਾ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।
- 5 ਸਬੰਧਤ ਕਰਮਚਾਰੀ

ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

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GOVERNMENT OF PUNJAB
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
(HOUSING-2 BRANCH)

Notification

The 5/6/ 2015

No. 15/58/2015-4Hg2/ 1078 In exercise of the powers given under sub-section (4) of Section 175 of The Punjab Regional and Town Planning and Development Act, 1995, the Governor of Punjab is pleased to partially modify the notification no. 1/46/96-4HG1/2283 dated 27th May, 1996 and assign the functions for direct recruitment and promotion or otherwise and of the appeal, to be exercised by the Authority as mentioned below:-

1. **Departmental Selection Committee**

(i) For selection under direct recruitment, the following committees are hereby constituted:-

For Group-A & B, the Departmental Selection Committee shall consist of the following members:-

- | | |
|---|----------|
| 1. Chairman, PUDA | Chairman |
| 2. Vice Chairman-cum-SHUI | Member |
| 3. Chief Administrator | Member |
| 4. Subject matter expert | Member |
| 5. One Scheduled Caste officer if there is no SC officer in the committee | Member |

For Group-C & D employees, the Departmental Selection Committee shall consist of the following members:-

- | | |
|---|----------|
| 1. Chief Administrator | Chairman |
| 2. A.C.A. (HQ) / A.G.M (HR) | Member |
| 3. Subject matter expert | Member |
| 4. One Scheduled Caste officer if there is no SC officer in the committee | Member |

(ii) **Promotion, Deputation and C.D. Charge:**

The decision for promotion and taking person on deputation or giving C.D. Charge shall be taken at the level of the officers as indicated below:-

<u>Grade pay (Rs.)</u>	<u>Competent Authority</u>
Upto 5000/-	Chief Administrator
5001/- to 8700/-	Vice Chairman
8701/- and above	Chairman

2. **Appeals:**

As the PUDA Regulations have been amended to the effect that there would be only one Appellate Authority under the Punishment and Appeal Regulations, the Appellate Authority against orders of Appointing Authority shall be as under:-

- | | |
|--|---------------------|
| 1. Group-A, B & C
Appellate Authority | Vice-Chairman |
| 2. Group-D
Appellate Authority | Chief Administrator |

Dated: 4th June, 2015
Place: Chandigarh

VISWAJEET KHANNA
Principal Secretary to Government of Punjab
Department of Housing & Urban Development

12 28
dst. No. 15/58/2015-4Hg2/ 1079

Dated, Chd, the

5/6/15

A copy alongwith a spare copy is forwarded to the Controller, Printing and Stationery Department, Punjab, SAS Nagar with request to publish this notification in the Punjab Govt. Gazette (Ordinary) and send 50 copies of the same.

Special Secretary

Endst. No. 15/58/2015-4Hg2/ 1080-1095

Dated, Chd, the

5/6/15

Copy of the above is forwarded to the following for information and necessary action:

1. Chief Secretary, Punjab, Chandigarh.
2. Principal Secretary to Chief Minister, Punjab, Chandigarh.
3. Principal Secretary to Deputy Chief Minister-cum-Minister-in-Charge, Department of Housing and Urban Development, Punjab, Chandigarh.
4. Chief Administrator, PUDA, SAS Nagar.
5. Chief Administrator, GMADA, SAS Nagar.
6. Chief Administrator, GLADA, Ludhiana.
7. Chief Administrator, JDA, Jalandhar.
8. Chief Administrator, PDA, Patiala.
9. Chief Administrator, ADA, Amritsar.
10. Chief Administrator, BDA, Bathinda.
11. Director, Town and Country Planning, Punjab, PUDA Bhawan, SAS Nagar.
12. Director, Housing and Urban Development, Punjab, PUDA Bhawan, SAS Nagar.
13. Secretary, Right to Service Commission, MGSIPA, Sector-26, Chandigarh.
14. General Manager (IT & C), PUDA, SAS Nagar.
15. P.S./PSHUD, P.A./SSHUD.
16. Superintendent, Housing-1 Branch

Superintendent

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Detail regarding Roster

(List showing reservation in respect of different categories in 100 point Roster).

Point No.	For which category is reserved.	Point No.	For which category is reserved.
1.	2.	3.	4.
1.	S.C.	25	S.C.
2.	General	26	General
3.	"	27	"
4.	"	28	W.S.M.
5.	S.C.	29	S.C.
6.	General	30	General
7.	E.S.M.	31	General
8.	J.C.	32	General
9.	S.C.	33	S.C.
10.	General	34	General
11.	Handicapped	35	J.C. (E.S.M.)
12.	General	36	General
13.	S.C.	37.	S.C.
14.	E.S.M.	38	General
15.	General	39.	General
16.	J.C.	40	Handicapped
17.	S.C.	41	S.C. (Sport sman)
18.	General	42	J.C.
19.	"	43	General
20.	"	44	J.C.
21.	S.C. (E.S.M.)	45	S.C.
22.	General	46	General
23.	Sport sman.	47	General
24.	J.C.	48	J.C.

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49	General	78	General
50	General	79	General
51	General	80	B.C.(E.S.M.)
52	General	81	S.C.
53	S.C.(E.S.M)	82	General
54	General	83	General
55	General	84	General
56	B.C.	85	S.C.
57	S.C.	86	General
58	General	87	E.S.M.
59	General	88	B.C.
60	E.S.M.	89	S.C.
61	S.C.	90	General
62	General	91	General
63	Freedom Fighter	92	General
64	B.C.	93	S.C.(E.S.M.)
65	S.C.	94	General
66	General	95	General
67	E.S.M	96	B.C.
68	General	97	S.C.
69	S.C.	98	General
70	General	99	General
71	Handicapped	100	Sportsman
72	B.C.		
73	S.C.(E.S.M)		
74	General		
75	General		
76	General		
77	B.C.		

Notes: Keeping in view the above description

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2. Point No:- 8, 16, 24, 35, 42, 48, 56, 64, 72, 80, 88 and 96 (Total 12 points are reserved for Backward Classes..
3. Point No:- 7, 14, 21, 28, 35, 44, 53, 60, 67, 73, 80, 83, 93 (Total 13) are reserved for Ex-serviceman.
4. Point No:- 11, 40 and 71 (Total 3) are reserved for Handicapped Persons.
5. Point No:- 23, 41 and 100 (Total 3) Points are reserved for Sportsman.
6. Point No : - 63 is reserved for Freedom Fighters.

ROSTER

4. To give proper effect to the reservation prescribed, every rostering authority will treat vacancies as "reserved" or "unreserved" according to prescribed roster each of 100-points as described below:-

(i) VACANCIES FILLED BY THE METHOD OF DIRECT RECRUITMENT OR BY TRANSFER IN CLASS I, II, III AND IV SERVICES.

Vacancies falling at the following points of 100-points roster will be treated as reserved for the members of Scheduled Caste :-

1, 5, 9, 13, 17, 21, 25, 29, 33, 37, 41, 45, 49, 53, 57, 61, 65, 69, 73, 77, 81, 85, 89, 93 and 97 and so on.

Vacancies falling at serial numbers 15, 25, 35, 45, 55, 65, 75 and 85 shall be treated as reserved for the members of Backward Classes.

(ii) VACANCIES FILLED BY PROMOTION TO OR WITHIN CLASS-I AND II SERVICES BY SELECTION OR BY SENIORITY-CUM-FITNESS :-

Vacancies occurring from time to time falling against the following serial numbers of the 100-point roster shall be treated as reserved for the members of Scheduled Caste :-

1, 7, 15, 22, 30, 37, 44, 51, 58, 65, 72, 80, 87, 94, and so on.

Vacancies falling at serial numbers 26 and 76 shall be treated as reserved for the members of Backward Classes.

(iii) VACANCIES FILLED BY PROMOTION TO OR WITHIN CLASS-III AND IV SERVICES BY SELECTION OR BY SENIORITY-CUM-FITNESS.

Vacancies occurring from time to time falling against the following serial numbers on the 100-point roster shall be treated as reserved for the members of Scheduled Caste :-

1, 6, 11, 16, 21, 26, 31, 36, 41, 46, 51, 56, 61, 66, 71, 76, 81, 86, 91, 96, and so on.

Vacancies falling at serial numbers 15 and 75 shall be treated as reserved for the members of Backward Classes.

2. The roster will be maintained in the form of running account e. g. if appointment/promotions at a time stop at point number 6 of 100-point roster, on the subsequent occasion of recruitment/promotion this will begin at point number 7 of the roster. The gap will be kept in the maintenance of roster.

Ch. 146, 1964.
S.V. 24/10/64,
dated 10th June,
1974.

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