

DELEGATION OF POWERS

DIRECTOR GENERAL

ADMINISTRATION:

1. To publish the sanctioning of all approved schemes in the official Gazette and to proceed with their execution.
2. To make appointments, including transfers and promotions, to posts in Grade 17,18 & 19 in the Authority and Grade 19 in the Water & Sanitation Agency, and to transfer any employee from the Authority to its Agency and vice versa.
3. To create and abolish posts between Grade 1 and 19 in the Authority and Grade 19 only in the Water and Sanitation Agency, subject in the case of creation of posts, to existence of necessary provision in the approved budget.
4. To allow increments and crossing of efficiency bars to employees in Grade 17,18,19 & 20 in the Water and Sanitation Agency, and Grade 20 in the Water and Sanitation Agency.
5. To sanction earned leave to employees in Grade 17,18,19 & 20 in the Authority and Grade 19 &20 in the Water and Sanitation Agency and to sanction earned leave beyond three months to employees in Grade 1 to 16 the Authority.
6. To suspend and punish employees in Grade 17,18 & 19 in the Authority and Grade 19 in the Water and Sanitation Agency.
7. To act as Authority next higher to the Managing Director in deciding appeals and representation, against the orders of the Managing Director, under the Rawalpindi Development Authority (Terms and conditions of Appointment.) Regulations.

FINANCE:

8. To maintain the funds of the Authority in accordance with the provisions of the Act.
9. To approve auction sales of plots, in favor of the highest bidders, provided the highest bids are not less than the reserve prices.
10. To sanction all type of advances to employees in Grade 17,18,19 and 20 in the Authority and Grade 20 in the Water and Sanitation Agency.
11. To sanction of time-burred claims of employees in Grade 19 & 20 in the Authority and Grade 20 in the Water & Sanitation Agency.
12. To grant honoraria to employees in Grade 1 to 16 subject to budget allocations and such policy instructions as the Government or the Authority may give, from time to time.
13. To sanction all expenditures subject to budget allocations.
14. To sanction re-appropriation of funds subject to the conditions that no re-appropriation are made from the Revenue to the Development. Budget or vice versa, re-appropriations are not made in favor of items or schemes the allocations for which have been specifically reduced by the Government of the Authority and the Chairman is informed of all the re-appropriations made at the beginning of each month, for the previous month.
15. To prepare the budget for the approval of the Authority and the Government.

16. To sanction advances from and payments of the G.P Fund Accounts of employees in Grade 19 & 20 in the Authority and Government.
17. To enforce and collect the rates, fees and charges levied by the Authority with the approval of the Government.
18. To write off losses upto Rs.20,000/- provided there is no evidence of negligence of fraud.
19. To declare surplus or unserviceable any store, vehicle, machinery, material, furniture or other moveable property of the Authority.
20. To sanction sales of surplus or unserviceable property, either through auctions or by inviting sealed tenders, to the highest bidders, provided the highest prices received in the auction or tender are no less than the reserve prices.
21. To hire buildings for office and residential use subject , in the case of residential use to the rest ceilings prescribed by Government from time to time.
22. To sanction residential telephone.
23. To initiate defend or withdraw from any legal proceedings under the Act, to compound any offence against the Act, to admit compromise of withdraw any claim under the Act and in respect of all these matters, to appoint counsel and to obtain such legal advice and assistance as may be necessary subject to the condition that where the Authority withdraws from any legal proceedings or admits compromises or withdraws any claim and loss or revenue of property rights is involved , for the withdrawal admittance of compromise shall be recorded in writing , and where the loss or value involved is more than Rs.20,000/- a summary of the case submitted for the information of the Chairman.

TECHNICAL:

24. To prepare schemes for the area, or any part thereof in respect of any of the matters, duties and functions specified in the Punjab Development of Cites Act.
25. To approve schemes for which Government loans of grant is required and whose provisional estimated cost does not exceed Rs.20 lacs, and for which no Government loan or grant is required and whose provisional estimated cost does not exceed Rs.2.50 crore.

To issue manuals of instructions to regulate the activities of the Authority subject to the conditions that they are not inconsistent with the Act,

To co-ordinate the policies, plans, programs, budgets, salary structures, levels and other activities of the Authority and

To issue notices and pass orders in respect of violations.

To do all functions connected with the exercise of powers detailed at Sr: No. 1 to 42.