

## **DELEGATION OF POWERS**

### **DIRECTOR TOWN PLANNING:**

1. To initiate and maintain continuous process comprehensive Development Planning for the area with the objective of preparing a City Development plan for the approval of Authority (sub- Section (2-1) of Section 7).
2. To periodically suggest revisions in the City Development Plan for the approval of the Authority (sub-Section (2-II) of Section 7).
3. To evaluate the performance under the annual Development programme at the end of each year (sub-Section (P-IV) of Section 7).
4. To initiate and carry out or cause to be carried out with the approval of Government or the Authority or the Director General, as the case may be, studies surveys, experiments and research works for the purposes of the city development and its periodic revision (sub-Section (2-XIII) of Section 7).
5. Planning and designing of Schemes for the area or any part thereof in such form and in such a manner as may be prescribed by the Government/Authority/Director General (Section 12(1)).
6. To scrutinize Planning and Development schemes prepared by any person or Local Council, or Government agency within the area of the Authority (Section 12(5)).
7. To prepare for the approval of the Authority, prior to its submission to Government, the Annual Report on the activities of the Authority and its agencies (Section 35(1)).
8. To sanction building plans, including plans for residential, commercial and industrial building in accordance with building regulations.
9. To issue completion certificate/completion plan and to compound violations, if any, of approved plans/building regulations in accordance with the instructions/orders and policy in force from time to time.
10. To permit payment of penalty, for composition of building violations, in cases of hardship, in installments over a period not exceeding six months, for reasons to be recorded in writing, subject to the approval of Director General.
11. To sanction sub-division of plots, on payment of prescribed fees, in accordance with instructions/orders of the Government, issued from time to time, and the current policy of the Government/ Rawalpindi Development Authority.
12. To exercise the powers vested in the Authority under Section 39 of the Punjab Development of Cities Act, 1976.
13. To lodge complaints to the competent courts as provided in Section 34 of the Punjab Development of Cities Act, 1976.
14. To insure licenses to Architects/Town Planners/ Engineers/Surveyors in such a manner as may be prescribed by the Authority.
15. To effect delivery of possession of plots as per approved plans.
16. To deal with the cases subject to final approval of Director General/Government, as the case be relating to:-
  - a) Conversion of land use.
  - b) Exchange of Plots.

- c) Adjustment of excess/surplus area in row of plots.
  - d) Planning permission/NOC
17. To incur expenditure out of the imprest amount placed at his disposal subject to the provision that expenditure on any particular item does not exceed Rs.100/- at a time.
  18. To make appointment of work charged staff in grade 10 and below for conducting surveys, research work etc., against sanctioned schemes and subject to budget allocation and also subject to approval of Director General.
  19. Sanction and ordering of departmental inquiry against the employees in grade 1 to 10.
  20. To transfer all the employees below grade 11 within the Directorate.
  21. To sanction casual leave to officers/officials working in the Town Planning Branch.