

**Government of Himachal Pradesh  
Department of Panchayati Raj.**

No: PCH-HB(15)1/06-RTI-

Dated

August, 2006

**NOTIFICATION**

The Governor of Himachal Pradesh is pleased to publish the following information pertaining to the Department of Panchayati Raj, in pursuant to section-4 of the Right to Information Act, 2005.

SNo	Particulars	Details
1.	Particulars of Organization function and Duties.	<b>Functions:-</b> <ol style="list-style-type: none"><li>1. Himachal Pradesh Panchayati Raj Act and Rules made there under.</li><li>2. Establishment &amp; Constitution of Gram Panchayats, Panchayat Samiti and Zila Parishads.</li><li>3. Re-organization and bifurcation of Panchayats.</li><li>4. Control, Inspection &amp; supervision of Panchayati Raj Institutions.</li><li>5. Scrutiny, approval of Budget and accounts and expenditure of Panchayati Raj Institutions.</li><li>6. Complaints and enquiries against the office bearers of the Panchayati Raj Institutions.</li><li>7. Audit of Accounts of Panchayati Raj Institutions.</li><li>8. Training of Officers/Officials of Panchayati Raj Department &amp; office bearers of Panchayati Raj Institutions.</li><li>9. Publication of journals and other periodicals concerning Panchayati Raj Department.</li><li>10. Budget, Accounts and Establishment matters of the Department.</li><li>11. Grant-in-aid to Panchayati Raj Institutions.</li><li>12. Elections:- Elections to Panchayati Raj Institutions Elections to Gurudwaras ( SGPC)</li></ol>

	<p>13. Delimitation and reservation of constituency of PRIs.</p> <p>14. Delegations of power to PRIs in spirit of 73<sup>rd</sup> constitutional amendments.</p> <p>15. Creation of posts, framing &amp; Amendment in Recruitment and Promotion Rules of different categories of employees.</p> <p>16. Administrative/ Establishment matters relating to appointment, re-employment, deputation, leaves, fixation of pay-scales, stepping up, conducting of DPC, finalization of seniority lists, disciplinary proceedings and imposition of major and minor penalties against delinquent officers/officials of the Department, issuance of order under Vigilance/disciplinary cases against them, issue of sanction in which competent authority has concurred under financial delegation under HPFR 19.6..</p> <p>17. Appointment of various Committees, preparation of Cabinet Memorandum, filing reply to writ petition, CLP/CWP/Original Applications, Appeal against the judgments of lower Court to be filed in High Court/Supreme Courts, notice U/S/ 80 CPC, Institution/withdrawal of Civil or Criminal proceedings.</p> <p>18. Preparation of annual plan and budget estimates, write of irrecoverable loans advances and loss of store, approval of work-plan, administrative approval and expenditure sanction.</p> <p>19. Preparation and enforcement of Rules for engagement of contractual employees of the Panchayats at different levels.</p> <p>20. Matter relating Vidhan Sabha Business and Assurances.</p> <p>21. To perform the Secretariat functions of the Department.</p> <p>22. Implementation of Backward Regions Grant Fund (BRGF).</p> <p>23. Selection of Panchayats under Panchayat Empowerment &amp; Accountability Incentive Scheme (PEAIS).</p>
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		<p>24. Implementation of e-Panchayat Mission Mode Project.</p> <p>25. Implementation of Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA)</p> <p><b>Duties:-</b></p> <p>To perform all the functions of the Department as mentioned above.</p>
2.	Powers and Duties of its Officers and Employees.	<p><b>1. Director -Cum- Special Secretary</b> (Panchayati Raj), I.A.S..</p> <p>Over-all administrative/financial control of the Department.</p> <p><b>2. Addl. Director-Cum-Joint Secretary (Panchayati Raj), HAS</b></p> <ul style="list-style-type: none"> <li>(i) Establishment work relating to Gazetted &amp; non-Gazetted Officers/officials.</li> <li>(ii) Framing and Amendment of the Recruitment and Promotions Rules of all the categories of the Department.</li> <li>(iii) Work relating to BRGF/e-PRI/RGSY/RGPSY/ PRIASOFT and RDF etc. schemes.</li> <li>(iv) Training of elected representatives/functionaries of PRIs/departmental Officers/officials.</li> <li>(v) Work relating to complaints, appeals against the office-bearers of the PRIs and Court cases.</li> <li>(vi) Matters relating to Cabinet.</li> <li>(vii) Establishment of part time/daily wage officials.</li> </ul> <p><b>3. Additional Director -cum-First Appellate Authority (Departmental)</b></p> <ul style="list-style-type: none"> <li>(i) Work relating to Plan/Non-Plan budget, Drawing and Disbursement.</li> <li>(ii) Assembly Question and Assurances.</li> <li>(iii) Central and State Finance Commission.</li> <li>(iv) Framing &amp; Amendment of Panchayati Raj Act, Rules and</li> </ul>

		<p>its interpretations and clarifications.</p> <ul style="list-style-type: none"> <li>(v) Re-organization &amp; Bi-furcation of Panchayats, delimitation/reservation of wards of PRIs, Devolution of powers to PRIs.</li> <li>(vi) Various correspondences with the GOI/other line Departments/Panchayats.</li> <li>(vii) Establishment work of employees of Panchayats.</li> <li>(viii) Appellate authority under Right to Information Act.</li> <li>(ix) Nodal Officer of Panchayat Bhawan.</li> </ul> <p><b>4. Joint Director ( Departmental)</b></p> <ul style="list-style-type: none"> <li>(i) To conduct the inquiries against the delinquent office-bearers of the Panchayati Raj Institutions under the H.P. Panchayati Raj Act, 1994.</li> <li>(ii) Preparation of Annual Administrative report and Report on Finance of Gram Panchayats.</li> <li>(iii) Preparation of Audit Report.</li> <li>(iv) Establishment work of Takniki Sahayaks, Personal Assistant.</li> <li>(v) Conducting Audit of all Zila Parishads in the State, review the progress Audit and Inspection, to pursue to the follow up action in the Audit and inspection notes in the capacity of the Deputy Controller.</li> <li>(vi) Training to the elected representatives of the PRIs and officials of the Department and submissions of proposal and project for seeking financial assistance for the training to GOI.</li> <li>(vii) Providing necessary support with regard to Re-organization/bifurcation/creation of Gram Panchayats,</li> </ul>
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		<p>delimitation, reservation of Constituency of Panchayats, Panchayats/ Gurudwara Election.</p> <p>(viii) Settlement of the CAG/PAC paras besides paras of Audit of PRIs.</p> <p>(ix) Work relating to Panchayat Bhawan and its maintenance etc.</p> <p>(x) Administrative approval to the PRIs from their fund as per the provisions of financial rules.</p> <p>(xi) Nodal Officer to supervise/monitor the computerization of Accounts and Records of the o/o the Zila Parishad and District Panchayat Officer.</p>
3.	<p>Procedure followed in the decision making process, including channels of supervisions and accountability.</p>	<p>In the Directorate, the Director exercises the powers of the Head of Department. He is assisted by the various officers of the Directorate in taking decisions/disposing of the normal workload of the Department.</p> <p>The duties to the various officers are assigned by the Director keeping in view the expertise of the officers. The files move to the Director through the concerned officer for final decision.</p> <p>It is also mentioned that there is a single file system in the Department. The Director, Panchayati Raj is also Special Secretary of the Department and all the files move to the Govt. through him for taking the decisions in the various matter concerning the Department. The Addl. Director of the Panchayati Raj is also a Spl. Secretary.</p>
4.	<p>Norms set by it for the discharge of its function.</p>	<p>The department follows the provisions contained in HPFR rules in all financial matters and other Government rules as adopted by the Govt. from time to time to deal with all administrative matters. In addition to this, there is H.P. Panchayati Raj Act, 1994, H.P. Panchayati Raj (General) Rules, 1997 and H.P. Panchayati Raj (Finance, Budget,</p>

		Accounts, Audit, Taxation, Service & Allowances) Rule, 2002. for regulating the functioning of the PRIs.
5.	Rules, Regulations, Instruction manuals and records held by it or under its control or used by its employees for discharging its functions	<ol style="list-style-type: none"> <li>1) H.P. Panchayati Raj Act, 1994.</li> <li>2) H.P. Panchayati Raj (General) Rules, 1997.</li> <li>3) H.P. Panchayati Raj (Finance, Budget, Accounts, Audit, Taxation, Service &amp; Allowances) Rule, 2002.</li> <li>4) H.P. Panchayati Raj (Election) Rules, 1994.</li> <li>5) H. P. Panchayati Raj (Extension to Scheduled Areas) Rules, 2011.</li> <li>6) H.P. Panchayati Raj Service Guarantee Rules, 2011</li> </ol>
6.	Statement of the Categories of the documents.	<p>The Department has normally the following kinds of documents/files in the Directorate and its field offices:-</p> <ol style="list-style-type: none"> <li>1) Files relating to R &amp; P Rules, Appointment and transfer of staff, pay-fixation, promotion, Personal files.</li> <li>2) Plan, Budget, Expenditure, re-conciliation of Budget, State Finance Commission, creation and continuation of posts, financial sanction, administrative approval, Audit and Inspection of Panchayati Raj Institutions, Audit of CAG/PAC paras.</li> </ol> <p>Assembly business, administrative reports, training of elected representatives of PRIs/ officials/Court cases/report on the finances of the Gram Panchayats, re-organization and bifurcation of the Gram Panchayats, Devolution of powers to PRIs, Cabinet Memorandum, Schemes of Contractual staff of PRIs such as Tailoring Teacher, Panchayat Sahayak, Junior Engineer, Accountant, Assistant Engineer, Personal Assistant, establishment of Gram Panchayats and Panchayat Samitis, Election of the PRIs, delimitation of constituency of Panchayats, Reservation of the seats in the PRIs, Gurudwara Election. Record and Information pertaining to PRIs.</p>

7.	Particulars of any arrangements with public representative institutions in relation to the formulation of its policy implementation thereof.	<p>Before making any new policy for the Panchayati Raj Institutions and bringing amendment in the H.P. Panchayati Raj Act/Rules made there under, the views of the elected representatives are normally taken through workshop/seminars etc.</p> <p>Besides this, the department functions as the mediator/facilitator between the elected representatives and the State Government and put forth their views and aspirations before the State Government for policy making and implementation thereof.</p>
8.	Statement of the Board, councils, committees and other bodies consisting of two or more persons constituted as its part of for the purpose of its advice and as to whether meeting of those boards, councils, committee and other bodies are open to the public or the minutes of such meetings are accessible for the public.	<ul style="list-style-type: none"> <li>• State Monitoring Committee to resolve queries/issues related to Model Accounting System (MAS) for Panchayats.</li> <li>• State MAS internal committee.</li> <li>• State level Panchayat Performance Assessment Committee under Panchayat Empowerment &amp; Accountability Incentive Scheme (PEAIS).</li> <li>• State Level Executive Committee under the Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA)</li> <li>• State Level Steering Committee under the Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA)</li> </ul>

9.	Directory of its Officers and Employees.	<ol style="list-style-type: none"> <li>1. Director-cum-Spl. Secretary, IAS</li> <li>2. Addl. Director-cum-Spl. Secretary, HAS</li> <li>3. Joint Director (Departmental).</li> <li>4. Deputy Director (Departmental).</li> <li>5. Deputy Controller</li> <li>6. Superintendent Grade-1</li> <li>7. Private Secretary to HOD</li> <li>8. District Panchayat Officer</li> <li>8. Principal, Panchayati Raj Training Institute.</li> <li>9. Superintendent, Grade-II</li> <li>10 Editor-cum-Panchayat Information Officer</li> <li>11. District Audit Officer/Instructor</li> <li>12. Personal Assistant</li> <li>13 Legal Assistant</li> <li>14. Senior Assistants.</li> <li>15. Senior Scale Stenographer</li> <li>16. Steno-typist</li> <li>17. Panchayat Inspectors</li> <li>18. Panchayat Auditors</li> <li>19. Sub-Inspectors</li> <li>20. Clerks</li> <li>21. Drivers</li> <li>22. Gastatenor Operator</li> <li>23. Daftari</li> <li>24. Jamadar</li> <li>25. Peons</li> <li>26 Chowkidars</li> <li>27. Cook</li> <li>28. Sweeper</li> </ol>
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10. Monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations.

The officers and the employees, appointed in the Department get the normal scales as granted by the Government from time to time. The pay-scale of all the posts are given as under:-

SNo	Name of Post	Pay band + Grade Pay
1	Director-cum-Spl.Secy,IAS	37100-67000 + 8700
2	Addl. Director-cum-Spl. Secretary, HAS	37100-67000 + 8700
3	Joint Director, (Deptt.)	15600-39100 + 7800
4	Deputy Director, (Deptt)	15600 – 39100 + 6600
5	Deputy Controller	15600 – 39100 + 5400
6	Supdt. Gr-1	15600 – 39100 + 5400
7	Pvt Secretary to HOD	15600 – 39100 + 5400
8	District Panchayat Officers	15600 – 39100 + 5400
8	Principals	10300 – 34800 + 4400
9	Superintendent, Grade-II	10300 – 34800 + 4600
10	Editor-cum-P IO	10300 – 34800 + 4200
11	D A O/Instructors	10300 – 34800 + 4200
12	PA	10300 – 34800 + 4800
13	Law Officer	10300 – 34800 + 4400
14	Senior Assistants	10300 – 34800 + 4400
15	Senior Stenographer	10300 – 34800 + 4400
16	Junior Stenographer	10300 – 34800 + 3600
17	Steno-typist	10300 – 34800 + 3200
18	Panchayat Inspectors	10300 – 34800 + 3600
19	Panchayat Auditors	10300 – 34800 + 3800
20	Sub-Inspectors	10300 – 34800 + 3200
21	Clerks	10300 – 34800 + 3200
22	Drivers	5910 – 20200 + 2400
23	Gastatenor Operator	4900 – 10680 + 1800
24	Daftari	4900 – 10680 + 1800
25	Jamadar	4900 – 10680 + 1800
26	Peons	4900 – 10680 + 1650
27	Chowkidars	4900 – 10680 + 1650
28	Cooks	4900 – 10680 + 1900
29	Sweepers	4900 – 10680 + 1650

11.	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made.	S. No	Major Head (Amount in lakh)	Sanctioned/ Revised Budget 2012-13	Expenditure 2012-13
		1.	Demand No. : 20		
			2515-00-101-02(SOON) NON-PLAN-42 Training & Printing of Training material & Samellan	44.00	44.00
			2515-00-101-02(SOON) NON-PLAN-44 Assistance to PRIs for Basic Amenities	38.01	38.01
			2515-00-101-10-(SOON)- NON-PLAN-44 GIA in lieu of Royalty on Minor Mineral	95.95	95.95
			2515-00-196-01-(SOON)- NON-PLAN-44 GIA to Zila Parishad under 13FC	5765.55	5765.55
			2515-00-197-01-(SOON)- NON-PLAN-44 GIA to Panchayat Samitis under 13FC	2570.22	2570.22
			2515-00-198-01-(SOON)- NON-PLAN-44 GIA to Gram Panchayats under 13FC	1713.48	1713.48
			2515-00-196-02-(SOON)- NON-PLAN-41		
			GIA Hon. to ERs of Zila Parishads	90.12	90.12
			GIA Salary of ZP regular/ contractual staff including TA/MR	226.13	226.13
			2515-00-196-02-(SOON)- NON-PLAN-42 GIA OE to Zila Parishad	75.15	75.15
			2515-00-197-02-(SOON)- NON-PLAN-41		
			GIA Hon. to ERs of Zila Parishads	342.37	342.37
			GIA Salary of ZP regular/ contractual staff including TA/MR	2041.95	2041.95
			2515-00-197-02-(SOON)- NON-PLAN-42 GIA OE to Zila Parishad	24.24	24.24
			2515-00-198-02-(SOON)- NON-PLAN-41		
			GIA Hon. to ERs of Gram Panchayat	2095.41	2095.41
			GIA for Livery to Panchayat Chowkidar	19.58	19.58
			GIA for Hone to Panchayat Chowkidar	525.84	525.84
			GIA for Hone to Tailoring Teachers	442.09	442.09
			2515-00-198-02-(SOON)- NON-PLAN-42 GIA OE	259.36	259.36
			2515-00-198-02-(SOON)- NON-PLAN-44		
			GIA for Constrution/upgradation of Panchayat Ghar	152.37	152.37
			GIA to PRIs under Atal Adarsh Gram Purushkar Yojna	220.00	220.00
		2.	Demand No. : 20		

		4216-03-800-01-(SOON)-37 Construction of PI/SI residence	100.00	100.00
		4515-00-101-01-(SOON)-37 Construction/upgradation of building Panchayati raj Department/PRIs	37.00	37.00
		4216-02-800-01-(SOON)-37 Construction of DPOs/Principal residence	8.41	8.41
		2515-00-101-09-(SOONa)- PLAN-44 GIA under BRGF	2274.13	2274.13
	3.	Demand No. : - 31		
		2515-00-796-01-41(SOON)-PLAN GIA for Hon of ERs/ Various staff of PRIs	290.18	290.18
		2515-00-796-01-42(SOON) GIA for OE to PRIs PLAN	36.37	36.37
		2515-00-796-01-44(SOON) PLAN GIA for Construction / .S/R of Panchayat Ghar etc.	66.64	66.64
		2515-00-796-07-44(SOON) NON-PLAN GIA under 13 <sup>th</sup> . FC	45.00	45.00
	4.	BRGF Demand No. : - 32		
		2515-00-789-02-(SOOS)- PLAN-42 GIA under BRGF ( SCSP)	854.00	747.87
		2515-00-789-01-(SOON)- PLAN-42 GIA for Community Centre	50.00	50.00
12.	The matter of execution of subsidy programmes, including the amount allocated and the detail of beneficiaries of such Programme.	Not applicable.		
13.	Particulars of recipients of concession, permits of authorization granted by it.	Not applicable.		
14.	Details in respect of the information	<ul style="list-style-type: none"> <li>The Department has its own website. Information pertaining to this department is available on the website.</li> </ul>		

	available to or held by it, reduced in an electronic form.	<ul style="list-style-type: none"> <li>• All Acts and Rules of the department</li> <li>• Latest Notification/Instructions/Guidelines/Clarifications</li> <li>• PMIS</li> <li>• Digital Gazette for Notifications</li> </ul>
15.	Particulars of facilities available to citizens for obtaining information including the working of a Library or reading room, if maintained for public use.	The Department has its own website.
16.	Names, designations and other particulars of the public information Officers.	Names, designation and other particulars of PIO, APIO, and Appellate Authority are given below:-

GOVERNMENT OF HIMACHAL PRADESH  
PANCHAYATI RAJ DEPARTMENT.

No:PCH-HB(15)/2008-RTI-

dated

23, April, 2012.

NOTIFICATION

In supersession of this department Notification No. PCH-HB(15)2/2008-RTI- 21701-928 dated 21<sup>st</sup> October, 2011, the Governor of Himachal Pradesh is pleased to designate Joint Director, Panchayati Raj as Appellate Authority, under the provision of Right to Information Act, 2005.

This order shall come into force with immediate effect.

By Order

Special Secretary (PR) to the  
Government of Himachal Pradesh.

dated 23, April, 2012.

Endst No: No:PCH-HB(15)/2008-RTI- 5081-312  
Copy to:

1. The Principal Secretary (AR) to the Govt. of Himachal Pradesh s.r.t. his office letter No. PER(AR)F(7)-2/98-Vol-II(Loose) dated 9.9.2005 for information.
2. All the Administrative Secretaries to the Government of Himachal Pradesh for information.
3. All the HODs, Himachal Pradesh for information.
4. All the Deputy Commissioners, Himachal Pradesh for information.
5. All the Sub Divisional Officers (C), Himachal Pradesh for information.
6. All the District Panchayat Officers/ Principals PRTIs, H.P. for information.
7. All the Executive Officer-cum-BDOs, H.P. for information.
8. The Controller, Printing Press Shimla-5 for printing in the Government gazette "Rajpatra" Extraordinary.
9. All the concerned Officers for information and compliance.
10. All the Branch Incharges, HQ for information.
11. Guard File.

  
Additional Secretary (PR) to the  
Government of Himachal Pradesh.

Government of Himachal Pradesh,  
Department of Panchayati Raj.

No.PCH-HB(15)/2008-RTI-

Shimla-171009, dated the 26-6, 2012.

**NOTIFICATION**

In supersession of this office Department notification of even number dated 21<sup>st</sup> October, 2011, the following posts in respect of Panchayati Raj Department are designated to function under the provision of the Right to informant Act, 2005:-

Sl. No.	Name and designation of the Officer/official	Designation under RTI Act, 2005
1.	Superintendent Grade-I	Public Information Officer
2.	Superintendent Grade-II (Budget)	Assistant Public Information Officer.

The order shall come into force with immediate effect.

  
Director-cum-Spl. Secretary ( Panchayati Raj) to the  
Government of Himachal Pradesh.

No.PCH-HB(15)/2008-RTI-30481-30676 Shimla-171009, dated the 26-6, 2012.

Copy for information and n.a. to:-

1. Principal Secretary (AR) to the Government of Himachal Pradesh w.r.t. his office letter No. PER(AR)F(7)-2/98-Vol-I(Loose) dated 9.9.2005.
2. Secretary, State Information Commission, Himachal Pradesh for information please.
3. All the Administrative Secretaries to the Government of Himachal Pradesh.
4. All the HODs, Himachal Pradesh.
5. All the Deputy Commissioners, Himachal Pradesh.
6. All the Sub Divisional Officers(C), Himachal Pradesh Pradesh.
7. All the District Panchayat Officers in H.P.
8. All the Block Development Officers in Himachal Pradesh.
9. The Controller, Printing & Stationary Deptt., Shimla-5 for printing in the Government gazette "Rajpatra" Extraordinary.
10. All the concerned Officers for compliance.
11. All the Branch Incharge, HQ.
12. Guard file.

  
Director-cum-Spl. Secretary ( Panchayati Raj) to the  
Government of Himachal Pradesh.



**GOVERNMENT OF HIMACHAL PRADESH  
PANCHAYATI RAJ DEPARTMENT.**


No: PCH-HB(15)/2006-RTI-

dated 22, March, 2012.

**NOTIFICATION**


In supersession of this office letter No. PCH-HB(15)/2006-11245-81 dated 28<sup>th</sup> April, 2010, the following posts are designated to function under the provisions of the Right to information Act, 2005 in respect of District level with immediate effect:-

Sr. No.	Officer/Official	Designation under RTI Act, 2005.
1.	District Panchayat Officer.	Appellate Authority.
2.	Superintendent Grade-II O/O Distt. Panchayat Officer.	Public Information Officer.
3.	Senior Assistant O/O Distt. Panchayat Officer.	Assistant Public Information Officer.

  
Director,  
Panchayati Raj Department,  
Himachal Pradesh, Shimla-9.

Endst No: No: PCH-HB(15)/2006-RTI- 51900-2238 dated 22, March, 2012.  
Copy to:

1. The Principal Secretary (AR) to the Govt. of Himachal Pradesh s.r.t. his office letter No. PER(AR)F(7)-2/98-Vol-I(Loose) dated 9.9.2005 for information.
2. All the Administrative Secretaries to the Government of Himachal Pradesh for information.
3. All the HODs, Himachal Pradesh for information.
4. All the Deputy Commissioners, Himachal Pradesh for information.
5. All the ADCs, Himachal Pradesh for information.
6. All the Sub Divisional Officers (C), Himachal Pradesh for information.
7. All the District Panchayat Officers/ Principals PRTIs, H.P. for information.
8. All the Executive Officer-cum-BDOs, H.P. for information.
9. The Controller, Printing Press Shimla-5 for printing in the Government gazette "Rajpatra" Extraordinary.
10. All the concerned Officers/Officials for information and compliance.
11. Guard File.

  
Director,  
Panchayati Raj Department,  
Himachal Pradesh, Shimla-9.

## GOVT. OF HIMACHAL PRADESH PANCHAYATI RAJ DEPARTMENT

No: PCH-HB(15)7/2005-RTI-

dated

25 August, 2006.

### OFFICER ORDER

In continuation of this Office Order No.PCH-HB(15)7/2005-RTI-23225-488 dated 17-2-2006 the functionaries under Right to Information Act, 2005 are designated as under for Panchayati Raj Institutes Baijnath and Mashobra:-

Sr. No	Name of the Post to be designated	Designation under RTI Act, 2005	Telephone (Mashobra)	Telephone (Baijnath)
1.	Principal	Appellate Authority	95177-2740227	951894-263041
2.	Senior most Instructor	Public Information Officer.	95177-2740227	951894-263041
3.	Junior Assistant/ Clerk	Assistant Public Information Officer.	95177-2740227	951894-263041

By order  
Pr. Secretary(PR) to the  
Govt. of Himachal Pradesh.  
25 August, 2006.

Endst No: PCH-HB(15)7/2005-RTI-22684-88

dated

#### Copy to:

1. The Principal Secretary (AR) to the Govt. of Himachal Pradesh for information.
2. The Director –cum-Special Secretary (IT) Shimla-9 for information and necessary action please.
3. The Controller, Printing Press, Shimla-4 with the request that the same be published in the government gazette “ Rajpatra, Extraordinary.
4. The Principals, Panchayati Raj Training Institutes, Baijnath and Mashobra H.P. with three spare copies for further allocation to concerned.
5. Guard File.

Special Secretary(PR) to the  
Govt. of Himachal Pradesh.



## OFFICE OF THE SECRETARY, ZILA PARISHAD DISTRICT KINNAUR

NO.KNR(INF.ACT)/2005-599-619

dated

16.11.2006.

### NOTIFICATION

In pursuance of the section 5(1) of the Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Kinnaur:-

S. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1	Asstt. Public Information Officer	Distt. Audit Officer Kinnaur
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Kinnaur.
3.	Appellate Authority	Project Officer, I.T.D.P.-cum-Chief Executive Officer, Zila Parishad Kinnaur.

**Secretary,  
Zila Parishad Kinnaur,  
at Rekong Peo.**

Endst. NO.KNR(INF.ACT)/2005-599-619

dated 16.11.2006.

Copy to :-

1. The Principal Secretary, (AR) to the Govt. of H.P. for information.
2. The Director, Panchayati Deptt., H.P., Shimla-9, for information.
3. All District Panchayat Officer-cum-Secretary, Zila Parishad, H.P. for information.
4. District Audit Officer, Kinnaur for information and compliance.
5. Clerk, Zila Parishad, Kinnaur for information.

**Secretary,  
Zila Parishad Kinnaur,  
at Rekong Peo.**

**OFFICE OF THE SECRETARY, ZILA PARISHAD KULLU  
DISTRICT KULLU HIMACHAL PRADESH**

**No. PCH (Klu) A (3) 18/2006-4069-84**

**dated**

**7.11.2006.**

**OFFICE ORDER**

In pursuance of the section 5(1) of the Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Kullu:-

Sl. No.	Name of the post to be designated	Designation under R.T.I. Act, 2005
1	Distt. Audit Officer Kullu	Asstt. Public Information Officer
2.	District Panchayat Officer-cum-Secretary, Z.P. Kullu.	Public Information Officer
3.	Appellate Authority	Additional Deputy Commissioner-cum-Chief Executive Officer, Z.P. Kullu

**Secretary,  
Zila Parishad Kullu,  
Distt Kullu Himachal Pradesh.  
dated 7.11.2006.**

Endst. No. PCH (Klu) A (3) 18/2006-4069-84

Copy to :-

1. The Principal Secretary, (AR) to the Govt. of H.P. for information.
2. The Director, Panchayati Raj Deptt., H.P., Shimla-9, for information.
3. All District Panchayat Officer-cum-Secretary, Zila Parishad, H.P. for information.
4. District Audit Officer, Kullu for information and compliance.
5. District Panchayat Officer, Kullu for information and compliance.
6. Superintendent o/o District Panchayat Officer, Kullu for information and needful action

**Secretary,  
Zila Parishad Kullu,  
Distt Kullu Himachal Pradesh.**

**No-3469-  
Project Officer ITDP-cum-Chief Executive Officer,  
Zila Parishad, Lahul Spiti at Keylong, H.P.**

**To**

**Director,  
Panchayati Raj Department  
H.P. Shimla-9  
Date-Keylong-10-11-2006**

**Subject      Regarding appointment of Public Information Officers as per the provisions of  
RTI Act 2005**

**Sir**

Kindly refer your letter No-PCH-HA(15)1/06-RTI-Vol-II-25674-88 Dated 39<sup>th</sup> October 06 on the subject cited above. The PIO and APIO of Zila Parishad are designated as follows:

Sr. No.	Name of Appellate Authority/ PIO/APIO	Designated & Office Address	Jurisdiction (area/subject)	Telephone/ Fax No.
1.	(PIO)	District Panchayat Officer	Supervision of PRIs up to District Level	01900-222453
2.	(APIO)	District Audit Officer	Conducting of Audit of PRIs upto District Level	01900-222453

**Yours faithfully,**

**PO ITDP-cum-CEO ZP,  
Lahul Spiti at Keylong**

**End. No.**

**Dated**

1. Copy forward to Sh. Prem Tanta District Panchayat Officer Kullu for information and n/a please
2. Copy forward to Sh. Ranjit Singh District Audit Officer o/o District Panchayat Officer Lahul Spiti for information and n/a please

**PO ITDP-cum-CEO ZP,  
Lahul Spiti at Keylong**

**No. PCN(Z.P.)(RTI)/2006-3008-11  
OFFICE OF THE SECRETARY, ZILA PARISHAD SIRMOUR, NAHAN, H.P.**

**Dated,**

**Nahan-173001**

**30<sup>th</sup> November 2006**

**OFFICE ORDER**

In pursuance of the section 5(1) of the Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Sirmour to function under the provisions of RTI Act 2005:-

Sl. No.	Name of the post to be designated	Designation under R.T.I. Act, 2005
1	Personal Assistant, Zila Parishad	Asstt. Public Information Officer
2.	Superintendent, District Panchayat Officer- Sirmour at Nahan	Public Information Officer
3.	Appellate Authority	District Panchayat Officer-Secretary, Zila Parishad Sirmour

**Additional District Manistrate-cum-  
Chief Executive Officer,  
Zila Parishad Sirmour, Nahan H.P.**

**Endst. No. PCN(Z.P.)(RTI)/2006-3008-11**

**dated**

**30<sup>th</sup> November 2006.**

**Copy forward to :-**

1. The Principal Secretary, (AR) to the Govt. of H.P. for information.
2. The Director, Panchayati Raj Deptt., H.P., Shimla-9, for information.
3. All the concern Officer/Officials for information and compliance.

**Additional District Manistrate-cum-  
Chief Executive Officer,  
Zila Parishad Sirmour, Nahan H.P.**

**OFFICE OF THE DISTRICT PANCHAYAT OFFICER-CUM-SECRETARY, ZILA PARISHAD  
MANDI, DISTRICT MANDI (H.P.)**

**No. PCH –MND- RTI/2006-1515-1528**

**Dated the 13-12-2006**

**OFFICE ORDER**

In pursuance of the section 5(1) of the Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Mandi:-

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1	Asstt. Public Information Officer	Distt. Audit Officer Mandi
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Mandi.
3.	Appellate Authority	Additional Deputy Commissioner-cum-Chief Executive Officer, Z.P. Mandi

**Addl. Deputy Commissioner-  
Cum-Chief Executive Officer  
Zila Parishad Mandi District Mandi (H.P.)**

**Endst. No. PCH –MND- RTI/2006-1515-1528 Dated the 13-12-2006**

**Copy to :-**

1. The Principal Secretary, (RD&PR) to the Govt. of H.P. Shimla-2.
2. The Director, Panchayati Raj Deptt., H.P., Shimla-9
3. Chairperson Zila Parishad, Mandi H.P.
4. All District Panchayat Officer in H.P.
5. District Audit Officer(P) O/o District Panchayat Officer Mandi H.P.

**Addl. Deputy Commissioner-  
Cum-Chief Executive Officer  
Zila Parishad Mandi District Mandi (H.P.)**

**OFFICE OF THE SECRETARY, ZILA PARISHAD SOLAN  
DISTRICT SOLAN H.P.**

**No. SNL(INF.ACT)/2005-**

**Dated**

**11-12-2006**

**OFFICE ORDER**

In pursuance of the section 5(1) of the Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Solan:-

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1	Asstt. Public Information Officer	Distt. Audit Officer Solan
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Solan.
3.	Appellate Authority	ADM-cum-Chief Executive Officer, Zila.Parishad. Solan

**Additional. District Magistrate-  
Cum-Chief Executive  
Zila Parishad Solan(H.P.)**

**Endst. No. SNL(INF.ACT)/2005-  
Copy to :-**

**Dated**

**11-12-2006**

1. The Principal Secretary, (AR) to the Govt. of H.P. for information.
2. The Director, Panchayati Raj Deptt., H.P., Shimla-9.
3. District Panchayat Officer-cum-Secretary Zila Parishad Solan for information and compliance.
4. District Audit Officer, Kullu for information and compliance.

**Additional. District Magistrate-  
Cum-Chief Executive  
Zila Parishad Solan(H.P.)**

**OFFICE OF THE CHIEF EXECUTIVE OFFICER, ZILA PARISHAD SHIMLA  
DISTRICT SHIMLA H.P.**

**No. PCH-SML(1)2006-7337-52**

**Dated**

**6-12-2006**

**OFFICE ORDER**

In pursuance of the section 5(1) of the Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Shimla:-

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1	Asstt. Public Information Officer	Distt. Audit Officer Shimla
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Shimla.
3.	Appellate Authority	ADC-cum-Chief Executive Officer, Z.P. Shimla

**Chief Executive Officer  
Zila Parishad Shimla (H.P.)**

**Endst. No No. PCH-SML(1)2006-7337-52**

**Dated**

**6-12-2006**

**Copy to :-**

1. The Principal Secretary, (AR) to the Govt. of H.P. for information.
2. The Director, Panchayati Raj Deptt., H.P., Shimla-9. for information.
3. All District Panchayat Officer-cum-Secretary Zila Parishad Shimla for information .
4. District Audit Officer, Shimla for information and compliance.
5. Clerk, Zila Parishad Shimla for information

**Chief Executive Officer  
Zila Parishad Shimla (H.P.)**

**OFFICE OF THE DISTRICT MAGISTRATE-CUM-SECRETARY, ZILA PARISHAD HAMIRPUR  
DISTRICT HAMIRPUR H.P.**

**No. PCH-HMR-RTI/2006-**

**Dated**

**17-Jan-2006**

**OFFICE ORDER**

In pursuance of the section 5(1) of the Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Hamirpur:-

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1	Asstt. Public Information Officer	Distt. Audit Officer Hamirpur
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Hamirpur.
3.	Appellate Authority	Additional Distt Magistrate-cum-Chief Executive Officer, Z.P. Hamirpur

**Additional. District Magistrate-  
Cum-Chief Executive  
Zila Parishad Hamirpur (H.P.)**

**Endst. No. PCH-HMR-RTI/2006-**

**Dated**

**17-Jan-2006**

**Copy to :-**

1. The Principal Secretary, (RD&PR) to the Govt. of H.P. Shimla-2.
2. The Director, Panchayati Raj Deptt., H.P., Shimla-9.
3. Chairman Zila Parishad, Hamirpur District Hamirpur
4. All District Panchayat Officer in H.P.
5. All the concerned officer/official for information and n/a
6. Guard file.

**Additional. District Magistrate-  
Cum-Chief Executive  
Zila Parishad Hamirpur (H.P.)**



**OFFICE OF THE CHIEF EXECUTIVE OFFICER, ZILA PARISHAD  
CHAMBA DISTRICT CHAMBA H.P.**

**No. PCH-CBA-ZP/2006-2007-2046**

**Dated**

**17-Feb-2006**

**OFFICE ORDER**

In pursuance of the section 5(1) of the Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Chamba:-

Sl. No.	Name of the post to be designated	Designation under R.T.I. Act, 2005
1	ADM-cum-Chief Executive Officer, Z.P. Chamba	Appellate Authority
2.	District Panchayat Officer-cum-Secretary, Z.P. Chamba.	Public Information Officer
3.	Distt. Audit Officer Chamba	Asstt. Public Information Officer

**Chief Executive Officer  
Zila Parishad Chamba (H.P.)  
17-Feb-2006**

**Endst. No. PCH-CBA-ZP/2006-2007-2046**

**Dated**

**Copy to :-**

1. The Secretary, (PR) to the Govt. of H.P. for information.
2. The Director, Panchayati Raj Deptt., H.P., Shimla-9.
3. All the Deputy Commissioner, Himachal Pradesh
4. All the Chief Executive Officer Zila Parishad
5. All the Secy ZP-cum-District Panchayat Officer Himachal Pradesh.
6. District Audit Officer (Panchayat) Chamba H.P.
7. Guard file

**Chief Executive Officer  
Zila Parishad Chamba (H.P.)**

## OFFICE OF THE DISTRICT PANCHAYAT OFFICER-CUM-SECRETARY, ZILA PARISHAD UNA DISTRICT UNA H.P.

No. Panch-Una(ZP)-RTI-51/06-897

Dated

22-2-07

### OFFICE ORDER

In pursuance of the section 5(1) of the Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Una:-

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1	Asstt. Public Information Officer	Distt. Audit Officer Una
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Una.
3.	Appellate Authority	Additional Deputy Commissioner-cum-Chief Executive Officer, Z.P. Una

**Additional. Deputy Commissioner-  
Cum-Chief Executive Officer  
Zila Parishad District Una (H.P.)**

**Endst. No. Panch-Una(ZP)-RTI-51/06-897**

**Dated**

**22-2-07**

**Copy to :-**

1. The Principal Secretary, (RD & PR) to the Govt. of H.P. Shimla-2
2. The Director, Panchayati Raj Deptt., H.P., Shimla-9.
3. Chairman Zila Parishad, Una District Una
4. All District Panchayat Officer in H.P.
5. District audit (P) o/o District Panchayat Officer, Una H.P.
6. District Public Relation Officer for information and necessary action.

7.

**Additional. Deputy Commissioner-  
Cum-Chief Executive Officer  
Zila Parishad District Una (H.P.)**

**O/o Zila Parishad Bilaspur  
District Bilaspur H. P.**

**No. ZPB/06-RTI-1921-39**

**Dated**

**16-Dec-2006**

**OFFICE ORDER**

In compliance of Director, Panchayati Raj Department Letter No-PCH-HA(15)1/06-RTI-Vol-II-25674-88 Dated 39<sup>th</sup> October 06, and under the Right to information Act, 2005, the following Officers/Officials are hereby appointed as appellate authority , Public Information Officer and Asst. Public Information Officer in respect of Zila Parishad Bilaspur District Bilaspur H.P.:-

Sl. No.	Name and Designation	Authority	Jurisdiction
1	DPO	Appellate Authority	Zila Parishad Bilaspur
2.	DAO	Public Information Officer	Zila Parishad Bilaspur
3.	Supdt.	Asstt. Public Information Officer	Zila Parishad Bilaspur

**Additional. District Magistrate-  
Cum-Chief Executive Officer  
Zila Parishad Bilaspur (H.P.)**

**Endst. No. ZPB/06-RTI-1921-39 Dated 16-Dec-2006 Copy to :-**

1. The Director, Panchayati Raj Deptt., H.P., Shimla-9 w.r.t his letter No.PCH-HA(15)1/06RTI-Vol-II-36411-49 dated 28.11.2006 for information
2. Deputy Commissioner Bilaspur Distt Bilaspur.
3. Hon'ble Chairman/Vise-Chairman/Member of Zila Parishad, Bilaspur for information
4. Hon'ble Chairman Panchayat Samiti Sadar, Ghumarwin and Jhandutta Distt. Bilaspur for information.
5. All the SDMs in Bilaspur Distt for information.
6. All the BDo-cum-Executive Officer Panchayat Samiti in Distt Bilaspur for information

**Additional. District Magistrate-  
Cum-Chief Executive Officer  
Zila Parishad Bilaspur (H.P.)**

**OFFICE OF THE DISTRICT PANCHAYAT OFFICER-CUM-SECRETARY, ZILA PARISHAD  
KANGRA AT DHARAMSHALA DISTRICT KANGRA H.P.**

**No. PCH-KGR-RTI/2007**

**Dated 13-12-2007**

**OFFICE ORDER**

In pursuance of the section 5(1) of Right to information Act, 2005, the following Officers/Officials are designated as PIO, APIOs and appellate authority in respect of Zila Parishad Kangra:-

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1	Asstt. Public Information Officer	Distt. Audit Officer Kangra
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Kangra.
3.	Appellate Authority	Additional Deputy Commissioner-cum-Chief Executive Officer, Z.P. Kangra

**Additional. Deputy Commissioner-  
Cum-Chief Executive Officer  
Zila Parishad District Kangra (H.P.)**

**Endst. No. PCH-KGR-RTI/2007**

**Dated 13-12-2007**

**Copy to :-**

1. The Principal Secretary, (RD & PR) to the Govt. of H.P. Shimla-2
2. The Director, Panchayati Raj Deptt., H.P., Shimla-9.
3. Chairman Zila Parishad, Kangra District Kangra
4. All District Panchayat Officer in H.P.
5. District audit (P) o/o District Panchayat Officer, Kangra at Dharmshala H.P.

**Additional. Deputy Commissioner-  
Cum-Chief Executive Officer  
Zila Parishad District Kangra (H.P.)**

Government of Himachal Pradesh,  
Department of Panchayati Raj.

No.PCH-HB(15)2008-

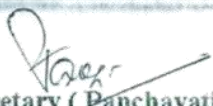
Shimla-171009, dated the

25-6-, 2012.

NOTIFICATION

In supersession of this office letter No.PCH-HB(15).2008-30461-598, dated 18.9.2008 and notification of even number dated 14<sup>th</sup> December, 2009, the following posts are designated to function under the provisions of Right to Information Act, 2005 in respect of concerned Gram Panchayat with immediate effect:-

Sl. No.	Officer/Official	Designation under RTI Act, 2005
1.	Block Development Officer of the concerned Dev. Block in which Gram Panchayat falls.	Appellate Authority
2.	Gram Panchayat Secretary/Panchayat Sahayak.	Public Information Officer of concerned Gram Panchayat.

  
Director-cum-Spl. Secretary (Panchayati Raj) to the  
Government of Himachal Pradesh.

26235-29619  
No.PCH-HB(15)/2008-

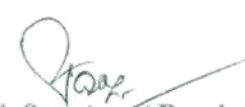
Shimla-171009, dated

the

25-6-, 2012.

Copy for information and n.a. to:-

1. Secretary, State Information Commission, Himachal Pradesh for information please.
2. All the Sub Divisional Officer(C) in Himachal Pradesh for information.
3. All the District Panchayat Officers in H.P. for information.
4. All the Block Development Officers in Himachal Pradesh for information and compliance.
5. All Gram Panchayat Secretaries/Panchayat Sahayaks in Himachal Pradesh through the concerned Development Block in H.P.
6. Guard file.

  
Director-cum-Spl. Secretary (Panchayati Raj) to the  
Government of Himachal Pradesh.

## GOVT. OF HIMACHAL PRADESH PANCHAYATI RAJ DEPARTMENT

No: PCH-HB(15)7/2005-RTI-

dated

Feb 2006.

### OFFICER ORDER

In pursuance to the Notification dated 21.6.2005, published in the Gazette of Govt of India, Extraordinary, Part-II, No: 25, Rajpatra 31 with regard to Right to Information Act, 2005, the Governor of Himachal Pradesh is pleased to designate the following officers /officials at district & block level to function under the provisions of Right to Information Act, 2005.

### AT DISTRICT LEVEL

SN	Name of the post to be designated	Designation under RTI Act, 2005.
1.	Superintendent, Distt Panchayat Office	Assistant Public Information Officer
2.	Distt Audit Officer, Distt Panchayat Office	Public Information Officer
3.	Distt Panchayat Officer	Appellate Authority
Note: The District level officers / officials has now been re-designated wide notification dated 22-3-2012 in supersession of the said notification		

### AT BLOCK LEVEL

SN	Name of the post to be designated	Designation under RTI Act, 2005.
1.	Sub Inspector ( Panchayat)	Assistant Public Information Officer
2.	Inspector ( Panchayat)	Public Information Officer
3.	Executive Officer- cum- BDO, Panchayat Samiti	Appellate Authority

The block level officer/officials would also cover grass-root institutions and this order would come into force with immediate effect.

By order

Pr. Secretary(PR) to the  
Govt. of Himachal Pradesh.

**Endst No: PCH-HB(15)7/2005-RTI- 23225-488**

**dated**

**17 Feb, 2006.**

**Copy to:-**

1. The Principal Secretary (AR) to the Govt. of Himachal Pradesh for information.
2. All the Distt. Panchayat Officers, H.P. for information and compliance
3. All the Distt. Audit Officers, O/o the Distt. Panchayat Officer, H.P. for information and compliance.
4. All the Superintendents, O/o the Distt. Panchayat Officer, H.P. for information and compliance.
5. All the Executive Officers-cum-BDOs, Panchayat Samitis, H.P for information and compliance.
6. All the Inspectors /Sub Inspectors (Panchayat) O/o the Executive Officers-cum-BDOs, Panchayat Samitis, H.P for information and compliance.
7. The Controller, Printing Press, Shimla-4 with the request that the same be published in the government gazette " Rajpatra, Extraordinary.
8. Guard File.

**Joint Secretary(PR) to the  
Govt. of Himachal Pradesh.**

**GOVERNMENT OF HIMACHAL PRADESH  
PANCHAYATI RAJ DEPARTMENT.**

No:PCH-HB(15)/2008-RTI-

dated

०९<sup>th</sup> October, 2017.

**NOTIFICATION**

In supersession of this department Notification No. PCH-HB(15)2/2008-RTI-5081-312 dated 23-04-2012, the Governor of Himachal Pradesh is pleased to designate Additional Director, Panchayati Raj as First Appellate Authority, under the provisions of Right to Information Act, 2005.


This order shall come into force with immediate effect.

By Order

Principal Secretary(Panchayati Raj) to the  
Government of Himachal Pradesh.

Endst No: No:PCH-HB(15)/2008-RTI- 67426-626 dated ०९<sup>th</sup> October, 2017.  
Copy to:

1. The Principal Secretary (AR) to the Govt. of Himachal Pradesh s.r.t. his office letter No. PER(AR)F(7)-2/98-Vol-I(Loose) dated 9.9.2005 for information.
2. All the Administrative Secretaries to the Government of Himachal Pradesh for information.
3. All the HODs, Himachal Pradesh for information.
4. All the Deputy Commissioners, Himachal Pradesh for information.
5. All the Sub Divisional Officers (C), Himachal Pradesh for information.
6. All the District Panchayat Officers/ Principals PRTIs, H.P. for information.
7. All the Executive Officer-cum-BDOs, H.P. for information.
8. The Controller, Printing Press Shimla-5 for printing in the Government gazette "Rajpatra" Extraordinary.
9. All the concerned Officers for information and compliance.
10. All the Branch Incharges, HQ for information.
11. Guard File.

  
Deputy Secretary (Panchayat Raj) to the  
Government of Himachal Pradesh.