

Office : Deputy Commissioner, Hisar.

**Information under the provisions of section 4(1) (b)
of the RTI Act, 2005.**

Name of Branch : Development Branch
 Head of Office : Sh. Chander Shekhar Khare , I.A.S. 1
 Deputy Commissioner, Hisar.
 Officer Incharge : Sh. A.C. Kaushik, District
 Development & Panchayat Officer-Cum-
 State Public Information Officer, Hisar
 Assistant State Public : All Block Development & Panchayat Officer
 Information Officer in District Hisar.

4(1) (b) (i)

The particulars of its Organization, Functions and Duties.

Development Branch	To control/supervise the over the working of the Development work through BDPOs monitoring and supervision of the works.
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4(1) (b) (ii)

The powers and duties of its officers and employees

Development Branch	DDPO/BDPO/DA/CLERK is responsible to control over the work of The Department.
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4(1) (b) (iii)

The procedure followed in the decision making process including channels of supervision and accountability.

Development Branch	Files of records with papers under considerations and report/opinions recived from BDPOs are put up on file through development assistant,DDPO to Deputy Commissioner, for approval and orders.
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4(1) (b) (iv)

The norms set by it for the discharge of its functions.

Development Branch	All the cases have been decided as per norms set up by the Govt.
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4(1) (b) (v)

The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.

Development Branch	All the cases have been decided as per norms set up by the Govt.
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4(1) (b) (vi)

A Statement of the categories of documents are held by it or under its control;

3	Development Branch	Document pertaining to approval of vaeious schemes,enqries etc.
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4(1) (b) (vii)

The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;

Development Branch	No such system is being adopted.
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4(1) (b) (viii)

A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;

Development Branch	No such system is being adopted.
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4(1) (b) (ix)

A directory of its officers and employees;

Head of office	:	Sh. Chander Shekhar Khare , I.A.S. Deputy Commissioner, Hisar
Officer Incharge & State Public Information Officer	:	Dr. A.C. Kaushik, Development & Panchayat Officer-Cum- State Public Information Officer, Hisar
Assistant State Public Information Officer	:	All Block Development & Panchayat Officer in District Hisar.

Development Branch	All Block Development & Panchayat Officer in District Hisar.
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4(1) (b) (x)

The monthly remuneration received by each of its officers and employees, including the system of compensation as provide in its regulation

Development Branch	All employees are salary paid by Haryana Govt.
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4(1) (b) (xi)

The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

Development Branch	Budget Head 2053
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4(1) (b) (xii)

The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;

Development Branch	No such subsidy programmes, is being executed under any scheme.
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4(1) (b) (xiii)

Particular of recipients of concessions, permits or authorizations granted by it;

Development Branch	No concession/permits or authorizations under any scheme is granted.
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4(1) (b) (xiv)

Details in respect of the information, available to or held by it, reduced in an electronic form;

Development Branch	All information are available in manual form only.
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4(1) (b) (xv)

The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;

Development Branch	Any person who want to get the copy of any records maintained in this branch may apply an application in this regards during any working day during working hours i.e. 9:00 Am. To 5:00 PM.
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4(1) (b) (xvi)

The names, designations and other particulars of the Public information Officers;

Development Branch	Sh. Rajnarayan Kaushik, I.A.S. Addl. Deputy Commissioner, Hisar is the First Appellant Authority under Right to Information Act -2005. As Pawar delegated by D.C.Hisar Office Supdt. is the first applicant authority in the office.
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4(1) (b) (xvii)

Such other information as may be prescribed; and thereafter update these publications every year;

Development Branch	Same as at Serial No. 1 to 16
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 Distt. Dev. & Panchayat Officer
 HISAR