

Government of Himachal Pradesh
Planning Department

No. PLG(A)2-1/2019

Dated Shimla-2, the

3rd ~~April~~ June, 2021.

OFFICE ORDER

Subject : Standing order for disposal of Government Business in the Planning Department, Himachal Pradesh.

In pursuance of Rules 26 and 27 of the Rules of Business of the Himachal Pradesh, 1971 the Hon'ble Chief Minister/who is-in-Charge Planning Department, Himachal Pradesh is pleased to order that cases and matters relating to the Department of Planning shall ordinarily be disposed in the manner indicated in the enclosed Annexure-I , II and III.

In the absence of Hon'ble Minister-in-Charge, the Administrative Secretary (Planning Department) and in his absence Adviser (Planning)/ Special /Additional/ Joint/ Deputy/ Under Secretary to the Government of Himachal Pradesh may dispose off cases of extreme urgency. Such cases will be shown to the Minister-in-Charge/Administrative Secretary, as the case may be, subsequently.

By order

Addl. Chief Secretary (Planning) to the
Government of Himachal Pradesh.

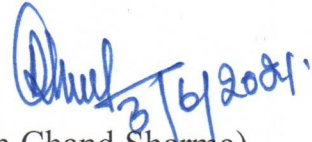
No. PLG(A)2-1/2019

Dated Shimla-2, the

30th June
April, 2021.

Copy forwarded to:-

1. The Secretary to the Governor, Himachal Pradesh, Shimla-2.
2. The Chief Secretary to the Government of Himachal Pradesh, Shimla-2.
3. The Principal PS-cum-Special Secretary to Chief Minister, Himachal Pradesh, Shimla-2.
4. All the Secretaries to the Government of Himachal Pradesh, Shimla-2.
5. Adviser (Planning) Himachal Pradesh, Shimla-2 (with two spare copies).
6. The PS to Hon'ble Chief Minister of Himachal Pradesh, Shimla-2.
7. The PS to Addl. Chief Secretary (Planning) to the Government of Himachal Pradesh, Shimla-2.
8. Finance Department, H.P. Secretariat, Shimla-2.



(Ramesh Chand Sharma)
Deputy Secretary (Planning) to the
Government of Himachal Pradesh.


LIST OF CASES TO BE DISPOSED OFF AT MINISTER'S LEVEL

Sr. No.

1. RULES OF BUSINESS

- i. Cases mentioned in Rules 14,15,16,55, 58 of the Rules of Business.

2. VIDHAN SABHA/LOK SABHA/RAJYA SABHA BUSINESS.

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- i) Approval of replies to Vidhan Sabha Questions/Assurances and Resolutions.
- ii) R&P Rules/Acts/Bills and Ordinances etc.
- iii) Lok Sabha Questions involving principles/policy.
- iv) Adjournment and cut motions.
- v) Report about action taken on the Assurances given by the Minister on the Floor of the House.
- vi) Reports of the Public Accounts Committee/Estimate Committee and any other Committee when ready for final decision/reply.
- vii) Re-employment and extension in service of Class-I, II, III and IV employees.

3. LEGAL MATTERS

- i) Framing of Rules under various Acts.
- ii) Acquisition of Lands/Buildings for public purposes.
- iii) Bills, Acts, Rules, Regulations, etc.

4. ORGANISATION

- i) Creation/Abolition/shifting of offices.
- ii) Appointment of Committees/Boards/Commissions of Enquiries and other reports.
- iii) Delegation to international organizations for attending meetings/ workshops etc.

5. POLICY AND PROGRAMMES

- i) Framing of important Policies.
- ii) Deviations from existing Schemes and Programmes.
- iii) Annual Administrative Reports.
- iv) Annual development budget.
- v) New Aspirational Administrative units.
- vi) Financial allocations under VMJS/ VKVNY/MMGPY/SDP/BASP.
- vii) Approval of new Externally Aided Projects.
- viii) State Level/ District Level/ Sub-Division level, Planning, Development and Twenty Point Programme Review Committees.

6. ESTABLISHMENT MATTERS


- i) Creation of new posts and fixation of Cadre Strength.
- ii) Framing and changes in Recruitment and Service Rules and Relaxation of conditions of Service Rules.
- iii) Sponsoring of officers/officials for training (Higher Studies) abroad.
- iv) Appointment, Promotion, Confirmation, Secondment, re-employment and extension in service of Class-I officers.
- v) References to Vigilance Department, in case of Gazetted officers in the Department.
- vi) APARs of Class-I officers.
- vii) Initiation of withdrawal of Civil or Criminal Proceedings against Gazetted officers.

7. FINANCIAL MATTERS

- i) Major Budget additionality case.
- ii) Any other case that the Minister-in-Charge may like to see from the view point of Administrative Importance/Policy or where the Administrative Secretary (Planning) may consider it necessary to submit the case to the Minister.

CASES TO BE DISPOSED OFF AT THE LEVEL OF ADMINISTRATIVE SECRETARY

1. VIDHAN SABHA/LOK SABHA/RAJYA SABHA BUSINESS

-  i. Lok Sabha/ Rajya Sabha questions.
ii. PAC/ CAG replies and replies to the reports of Vidhan Sabha Committees.
iii. Cabinet matters.

2. LEGAL MATTERS

- i) Writ Petitions.
ii) Appeal against judgement.
iii) Sanction for defending Govt. cases in Courts at Govt. expenses.

3. POLICY AND PROGRAMMES:

- i) Co-ordination and liaison for all Externally Aided Projects.
ii) Budget Matters.
iii) Decentralized Planning Programmes like Vikas Mein Jan Sahayog, Sectoral Decentralized Planning, Vidhayak Kshetra Vikas Nidhi Yojna and Mukhya Mantri Gram Path Yojna etc.
iv) Co-ordination on MP Local Area Development Scheme.
v) Backward Area Sub-Plan/ Aspirational Block Development Programme.
vi) Implementation of budget assurances.
vii) Sustainable Development Goals.
viii) State Finance Commission Reports.
ix) MLAs priorities, coordination and review thereof.
x) Monitoring & review of Budget targets and achievements.
xi) State Innovation Fund and Innovation Award Scheme.
xii) Budget formulation and allocation.

4. ESTABLISHMENT MATTERS:

- i) Appeals, Petitions and Memorials for Class-I, II, III & IV
- ii) DPCs Selection Committees, Constitutions and Proceedings in respect of Class-I & II officers.
- iii) Placing requisition for recruitment through H.P.P.S.C. in respect of Class-I and Class-II posts.
- iv) Sponsoring in Service candidates of Class-I, II and III services for Training/Higher Studies within Country.
- v) Appeals, Petitions in respect of Class-I, II, III and IV officers/officials against Major/Minor penalties.
- vi) Appointment/Confirmation/Transfer/Secondment in respect of Class-I and II Gazetted Officers.
- vii) Deployment on secondment (except deputation abroad) to and from H.P. Govt. in respect of Class-I, II and III officers/officials.
- viii) Disciplinary Proceedings against Class-I, II officers.
- ix) Seniority of Class-I and II Officers.
- x) ACPS to Class I and II Gazetted Officers.

5. BUDGET, ACCOUNTS AND FINANCIAL MATTERS:

- i) Financial Sanctions under VMJS and SDP for projects upto Rs. 25.00 Crore.
- ii) Diversion of Funds in respect of earmarked schemes.
- iii) Inter-Schematic and Inter-Sectoral re-appropriation/ Diversions.
- iv) Administrative approval and Technical sanctions of new Schemes.
- v) Budget Estimates.
- vi) Inclusion of New Schemes in Budget.
- vii) Provision of additional budgetary allocations.
- viii) Audit objections/Reports/Paras.
- ix) Write off losses, Stores etc.

CASES TO BE DISPOSED OFF AT THE LEVEL OF ADVISER (PLANNING)

HoD

1. ESTABLISHMENT MATTERS:

- Chief*
- i) Requisition for recruitment through H.P.S.S.C. for Class-III posts.
 - ii) Appointment/Confirmation/Transfer/Secondment in respect of Class-III and IV Officials.
 - iii) Disciplinary Proceedings against Class-III and IV officials.
 - iv) Seniority of Class-III and IV officials.
 - v) ACPS to Class III and IV Officials.
 - vi) DPC of Class-II Non- Gazetted and Class III and IV employees.
 - vii) Confirmation of Class-II (Non-Gazetted), Class III & IV employees.
 - viii) ACPS up to Class-II (Non-Gazetted) Officials and initiating cases for Class-I and Class-II (Gazetted) officers.
 - ix) APARs of Class-II (Non-Gazetted) and Class-III employees.
 - x) Signing of orders/notifications pertaining to Transfer and Posting of Class-I and II Gazetted officers after approval of the Government.

3. BUDGET, ACCOUNTS AND FINANCIAL MATTERS :

- i) Additionality upto Rs. 1.00 Crore.
- ii) Re-appropriation within available savings within the same demand for grants (only non earmarked outlays).
- iii) Financial Sanctions under VMJS and SDP upto Rupees 1.00 Crore.
- iv) Any other matter entrusted by Administrative Secretary (Planning) from time to time or enhanced delegations given by Minister/Administrative Secretary.

ANNEXURE-IV

CASES TO BE DISPOSED OFF AT THE LEVEL OF SPECIAL SECRETARY/JOINT SECRETARY/DEPUTY SECRETARY/ UNDER SECRETARY

1. LEGAL MATTERS

- i) Notice under Section 80 CPC.

2. ESTABLISHMENT MATTERS :

- i) Audit objection on Reports/Paras.
- ii) Issue of notifications required to be issued at the Government level under the Rule of Rule of Business.

