

Chapter-3 (Manual-2)

Powers and duties of Officers and Employees

Designation	Chief Engineer, PP&F.			
Powers	Administrative	1	Responsible for exercising technical, supervisory and Administrative control over all activities in his organisation.	
		2	Responsible to act within his powers given in the Statutory rules and Acts like appointment transfer and posting, sanction of provisional Pensionary benefits.	
	Financial	1	Prepare budget estimates relating to the works and establishments under his control	
		2	To ensure that all original/revised estimates are properly sanctioned according to delegation of Power (OPWD Code- Vol-I and Vol-II)	
	Others	1	Survey & Investigation of new Major & Medium Irrigation Project	
		2	Preparation of feasibility report , DPR, Forest clearance, Environment clearance & RR clearance proposal for approval of GOI	
		3	Convening TAC of Minor Irrigation project & monitoring water allocation to industries.	
	Duties	1	Described in para 2.4	

Designation	Superintending Engineer's.		
Powers	Administrative	1	Responsible for exercising technical, supervisory and administrative control over activities in the Circles offices.
		2	Responsible to act within his powers given in the Statutory rules and Acts like appointment transfer and posting, sanction of provisional Pensionary benefits.
	Financial	1	Financial powers Relating to the Circles Offices within his limitation specified in OPWD Code Vol-I and Vol-II
	Others	1	To provide technical guidance to the E.E., in consultation with higher authorities whenever necessary
		2	To be responsible for all works executed by the divisions in the Circle office in respect with scheduled plan and programme.
	Duties	1	Described in para 2.4

Designation	Executive Engineer			
Powers	Administrative	1	Responsible for exercising technical, supervisions and administrative control over activities in the Division office.	
		2	Exercise his power as per statutory rules and acts .	
	Financial	1	Preparation of Budget estimates of Expenditure relating to the work and revenue of his division under his control.	
		2	He will function as per Govt. stipulation in OPWD code Vol.I and II.	
	Others	1	Provide technical guidance to the AE's and JEs and consult the higher authorities about Major Problems relates to S/I works.	
		2	Preparation of Feasibility Report & DPR & assisting on compliance to observation of CWC, other Ministry & DOWR .	
	Duties	1	Described in para 2.4	