

**ANNEXURE-1****Note on regulatory and service functions of the Department of Urban Planning, Chandigarh Administration:**

The Secretary of the Department of Urban Planning is the Finance Secretary, Chandigarh Administration. The Chief Architect is the head of the Department of Urban Planning, which consists of two wings i.e. Town Planning & Architecture Wing. The Town Planning Wing comprises of two units headed by Division Town Planner who are supervised by a Senior Town Planner. The Architecture Wing comprises of six units headed by an Architect, supervised by two Senior Architects, which has technical staff to deal with the various projects of Chandigarh Administration.

**Service functions of the Department:**

The service rendered by the office of the Chief Architect can be divided in two parts i.e. Town planning & Architecture Wing. The functions carried out by both these wings are mentioned below:

**Town Planning Wing:**

1. Planning & Preparation of detailed sector plans which includes preparing zoning plan for various govt. & private buildings.
2. Providing planning for new development schemes initiated by the administration such as I.T. Park, Education City, Theme park, Film & Multimedia City etc.
3. Earmarking of land for various Govt. Deptt. Projects such as Schools, Hospitals, Colleges & M.C. Projects.
4. Work out the projected requirements for growing needs of the city in accordance with the Master Plan & Stipulated land use for various pockets of land lying vacant.

**Architecture wing:**

1. Preparations of Building designs for buildings of various Govt. Departments and coordinate the work between the executing agency and the Client Department.
2. Provide technical advice on all architectural planning issues for various Boards and Corporations under Chandigarh Administration by the Chief Architect in her capacity as the Member of Board/Governing Body.
3. Provide architectural consultancy to Municipal Corporation.
4. Undertake Deposit Works for various State Government, Center Government and Public Sector Undertaking.

**Regulatory functions of the Department :**

1. The development and construction of various categories of buildings in the city is governed by provisions of standard frame control/Architectural Control and standard design prepared by this office. These statutory documents are part of the notified building rules.
2. The Chief Architect is the technical advisor to the Chief Administrator, UT on all architectural and planning issues pertaining to the city's Master Plan and assists in framing policies and guidelines for the same.
3. Officers/officials of the department designated by the Chief Architect are technical members of the Plan Approval Committee and advise the Chairman, PAC on technical issues pertaining to building plans.
4. Appraisal of concept designs for various categories of buildings in order to provide constructive directions in the design process. This is important in context of new liberalized building byelaws regime wherein all types of buildings-Residential, Commercial,

Educational etc are coming up in the city.

5. The Chief Architect is the Member of high-level single window committee, which was constituted to facilitate conversion of industrial plots into commercial use and also for upcoming projects in IT Park.
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## ANNEXURE-2

## PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(ii) OF THE RIGHT TO INFORMATION ACT,2005

(The powers and duties of the officers and employees)

Name of the Department/Board/Corporation/Institution/Office

Office of the Chief Architect, Deptt. of Urban Planning, Chandigarh Administration (Architecture Wing &amp; Town Planning Wing)

(ARCHITECTURE WING)

Sr. No.	Name of the post	Powers and duties (In brief)
1.	<b>Chief Architect</b>	<p>The Chief Architect in the Union Territory of Chandigarh is the Professional Head and Administrative Secretary (at present the powers of ex-officio secy. rests with the Finance Secy.) of the Department of Architecture and responsible to the Adviser to the Administrator, Chandigarh. In the discharge of his duties, the Chief Architect is assisted by the Senior Architect, Architect, Assistant Architects besides other gazetted and non-gazetted technical, Ministerial and Class-IV Staff. He supervises sketch designs, issue instructions/ advice on designs and outlines all specifications to accompany the sketch designs. He ensures coordination of Engineering Services i.e. structural, public health and electrical etc. both at the drawing board level as well as in the field.</p> <p>In addition to the above, the Chief Architect is responsible for smooth functioning of the all the works and duties of the department listed at Annexure-1.</p>
2.	<b>Senior Architect</b>	<p>The Senior Architect is responsible to the Chief Architect and is in charge of the Architects working under his control. He prepares sketch plans of the buildings, hold meetings with the client departments to get their building programme according to the norms set up from time to time and distributes works to the Architects. He periodically supervises work in the company of concerned Architects and Executive Engineers. He also assists the Chief Architect in exercising control over private construction in regard to his respective projects</p>
3.	<b>Architect</b>	<p>The Architect collects information regarding building programme and other data from client department for whom the buildings are designed. He/she meets the client department and Engineers from time to time and finalizes sketch design. He/she asks for structural, public health, sanitary and electrical proposals from respective engineers for designs being done by him/her and after administrative approval prepares working drawings of the buildings along with broad specifications.</p>
4	<b>Assistant Architect</b>	<p>The Assistant Architect is the next officer who assists the Architect in the preparation of working drawings and detailed drawings. He/she is responsible for proper upkeep and handling of the drawings in the record of his/her group. He/she submits monthly progress report of the work done by his/her group to the Architect</p>

		for further action.
5.	<b>Architectural Asstt.</b>	To prepare working drawings and detailed drawings of the building project.  To develop and prepare fair preliminary drawings of schemes from sketches.  To calculate areas from schedule of accommodation and plinth area and to check all other drawings of the studio.  To prepare presentation drawings for exhibition.
6	<b>Head Draftsman</b>	To prepare working drawings and layout plans from the preliminary sketches and brief specifications giving references of all applicable drawings on the working drawings.  To prepare full size details from drawings and working drawings.
7	<b>Senior Draftsman</b>	To prepare drawings (details) of required portions from working drawings.  To prepare full size details from drawings and working drawings
8	<b>Draftsman</b>	To prepare drawings (details) of required portions from working drawings.  <b>To prepare full size details from drawings and working drawings</b>
9.	<b>Jr. Draftsman</b>	Tracing out building plans
10	<b>Ferro Printer/Ferro Khalasi</b>	Taking out of prints of the drawings by operating Azzo Ammonia Printing Machine and maintenance of record thereof
11	<b>Administrative officer</b>	Incharge of the Estt. Section.
12	<b>Superintendent</b>	Supervises the Estt.Section / Drawing & Disbursing officer.
13	<b>Sr. Assistant/Jr. Asstt.</b>	Deals with Estt.Matters and maintaining the records.
14	<b>Sr. Scale Stenographers/ Jr. Scale Stenographers/ Steno Typists</b>	Taking dictations & attending phones etc. etc.
15	<b>Clerks</b>	To diary/dispatch/record/preparation of pay bills

**TOWN PLANNING WING**

1	Senior Town Planner (Head of office)	Over all supervision for the office and proper discharge of multifarious technical and administrative functions of the Town Planning Wing. Providing guidance in finalization of the various cases related to physical planning of the town and its periphery. The Senior Town Planner also renders proper technical guidance in setting up and planning of various projects related to Urban Planning. The preparation of environment scheme and macro/micro planning of villages falling in the U.T. Chandigarh. Preparation of integrated planning of rural area and balance development of the entire U.T. periphery. He also assist the Chief Architect in administrative as well as technical matters.
2	Divisional Town Planner	Preparation of detail relating to the development and implementation of Master Plan proposals, preparation of zoning plan of various sites. Revision of the first phase and second phase plans viz-a-viz new infrastructures. Scrutinizes of building applications and preparation of layout plan of various sectors in the 3 <sup>rd</sup> phase of Chandigarh. Assist the Senior Town Planner in technical matters.
3	Assistant Town Planner	Preparation of layout plan of various sector, development plan of villages and other miscellaneous drawing work and supervise the work of the drawing staff and assist the Divisional Town Planner in his technical work.
4	Planning Officer	Supervise the work of the drawing staff and prepare sketch drawings, give guidance to the drawing staff in preparation of drawings of different land uses for physical planning of the Town/Periphery areas. Assist the Assistant Town Planner in technical work.
5	Selection Grade Planning Draftsman	Prepare the land use plan/zoning plan/layout plan for various land uses and assist the Planning Officer in his technical work.
6	Senior Planning Draftsman	To prepare the outline drawings for preparation of layout plan/zoning plans/rural planning and other physical planning related work and assist the S.G.P.D. in his technical work.
7	Planning Draftsman	Prepare the drawings from the survey received from Engg. Deptt. and submit the sketch of the drawing to the Senior Planning Draftsman for its final drawing.
8	Junior Draftsman	Trace the survey received from the Engg. Deptt. and also trace the drawings of various land uses plan.
9	Area Investigator	To collect compilation and tabulation of the data collected from the various Deptts. For preparation of the physical plan of the town/periphery.
10	Ferro Printer/Ferro Khalasi	Taking out prints of the drawings by operating Azzo Ammonia Printing Machine and maintenance of record thereof.
11	Superintendent	Supervises the work of the Estt. Section and give guidance to his Senior Assistants and Estt. Branch regarding establishment and accounts cases.

12	Sr.Assistant/Jr. Asstt.	Guide the clerical staff in his work, maintain cash books, reply audit paras and deal with the work of pay fixation, increments, promotions, deputations, cases of the officers/officials.
13	Sr.Scale Stenographers	Maintain the files to put up to his officer, take dictations and prepare the draft for fair communication and attend the phones, maintain confidential records of the officials.
14	Jr. Scale Stenographers/ Steno Typists	Dispose the work regarding dictations and typing of technical reports and day to day official work. Type the cases regarding establishment and audit/accounts cases.
15	Clerks	Maintain clerical & technical records, prepare the various types of bill, diary letters, put up the letter to the officer for its disposal.

## ANNEXURE-3

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(iii) OF THE RIGHT TO INFORMATION ACT,2005**

(The procedure followed in the decision making process, including channels of supervision and accountability)

Name of the Department/Board/Corporation/Institution/Office: Office of the Chief Architect, Deptt.of Urban Planning, Chandigarh Administration (Architecture Wing & Town Planning Wing)

Sr. No.	Nature/Type of work	Level at which the case is initiated (Name of the post)	Name of the post which deal with the case before the decision making authority	Level at which decision is made. (Name of the post)
1.	<u>Architecture Wing</u> Designing & rendering Architectural services	<u>Architecture Wing</u> Architect	<u>Architecture Wing</u> Senior Architect	<u>Architecture Wing</u> Architect, Sr. Architect, Chief Architect & Secretary, Urban Planning
	<u>Town Planning Wing</u> Planning and Identification of land etc.	<u>Town Planning Wing</u> Asstt. Town Planner	<u>Town Planning Wing</u> Divisional Town Planner  (As per delegation of powers)	<u>Town Planning Wing</u> Asstt. Town Planner, Divn. Town Planner, Senior Town Planner and Chief Architect & Secretary, Urban Planning

**ANNEXURE-4****PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(iv) OF  
THE RIGHT TO INFORMATION ACT,2005****(The norms set for the discharge of its functions)****Name of the Department/Board/Corporation/Institution/Office :****Office of the Chief Architect, Deptt.of Urban Planning, Chandigarh  
Administration(Architecture Wing & Town Planning Wing)**

<b>Sr. No.</b>	<b>Item of work</b>	<b>Norms set by the Department (number of days taken for decision making)</b>
<p>The architectural planning for a project is done within a specific time frame depending upon the project size, the scope of work and the priority fixed by the client department. Generally, the time norms taken for various stages of works are comparable to the norms of CPWD approved by the Govt. of India, Ministry of Urban Development.</p>		



## ANNEXURE-5

## PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(v) OF THE RIGHT TO INFORMATION ACT,2005

(The rules, regulation, instructions, manuals and records, held by it or under control or used by employees for discharging functions)

Name of the Department/Board/Corporation/Institution/Office

Office of the Chief Architect, Deptt.of Urban Planning, Chandigarh Administration(Architecture Wing & Town Planning Wing)

Sr. No.	Name of Act	Name of Rules	Name of the Manuals	Instructions (write circular No./date)	Any other Record/Document
1.		G.F.R.			
2.		Center Civil Services Rules (w.e.f 01/04/022)			
3.		D.F.R.			
4.			Chandigarh Administration Manual	Instructions/circulars of the Department of Personnel & Department of Finance , Chd. Admn.	
5		Medical Attendance Rules Punjab			
6		Centre LTC rules			
7.		Centre TA rules w.e.f 01/04/2022			

The architectural planning is undertaken primarily as per guidelines of the Capital of Punjab (Development & Regulation) Act, 1952 and Building Rules made there under, amended from time to time, National Building Code, Delhi Fire safety Act extended to Chandigarh, Periphery Control Act and other relevant development controls and directions.

**ANNEXURE-6****PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(vi) OF THE RIGHT TO INFORMATION ACT,2005****(Statement of the categories of document that are held or under control)****Name of the Department/Board/Corporation/Institution/Office****Office of the Chief Architect, Deptt.of Urban Planning, Chandigarh Administration(Architecture Wing & Town Planning Wing)**

Sr.No.	Category of documents
	<p data-bbox="240 943 1393 1024">This office basically holds the following technical drawings &amp; documents prepared for the development of the city.</p> <ol data-bbox="289 1059 812 1292" style="list-style-type: none"><li data-bbox="289 1059 812 1096">1. Layout plan of sectors &amp; sub sectors</li><li data-bbox="289 1126 440 1163">2. Zoning</li><li data-bbox="289 1193 800 1231">3. Frame control and standard design</li><li data-bbox="289 1260 634 1298">4. Architectural controls.</li></ol>

## ANNEXURE-7

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(vii)  
OF THE RIGHT TO INFORMATION ACT,2005**

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

**Name of the Department/Board/Corporation/Institution/Office**

**Office of the Chief Architect, Deptt.of Urban Planning, Chandigarh  
Administration(Architecture Wing & Town Planning Wing)**

Sr.No.	Details/Type of arrangements made
	<p><b>There is no formal committee holding regular interaction with public at fixed intervals/periods or times. However, based upon the specific issues, various committees are constituted by the Administration from time to time where necessary feedback is taken from members of public, organizations &amp; professionals for drafting future policies.</b></p>

## ANNEXURE-8

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(viii)  
OF THE RIGHT TO INFORMATION ACT, 2005**

**(Statement of the Boards, councils, committees and other bodies)**

**Name of the Department/Board/Corporation/Institution/Office**

**Office of the Chief Architect, Deptt.of Urban Planning, Chandigarh  
Administration(Architecture Wing & Town Planning Wing)**

Sr. No.	Name of the Board	Name of Council	Name of Committee	Name of other bodies constituted by the Deptt.	Whether meetings of these bodies are open to the public (Yes/No)	Whether the Minutes of such meetings are accessible for public (Yes/No)
-----No-----						

## ANNEXURE - 9

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4 (1) (b)(ix)  
TO THE RIGHT TO INFORMATION ACT, 2005.**

**(Directory of the officers and employees)**

**Name of the Department/Board/Corporation/Institution/Office:**

Office of the Chief Architect, Deptt.of Urban Planning, Chandigarh Administration (Architecture Wing & Town Planning Wing)

**(ARCHITECTURE WING)**

NAME OF THE DEPARTMENT: DEPARTMENT OF URBAN PLANNING, CHANDIGARH ADMINISTRATION			
Sr. No.	Name of Officers/Officials	Designation	Mobile No.
<b>Group A</b>			
1.	Sh. Kapil Setia	Chief Architect	9814097755
2.	Sh. Rajiv Mehta	Senior Architect	9815102417
3.	Sh. Shams S.Z. Shaikh	Senior Architect	9417893919
4.	Sh. Rajesh Katoch	Architect	9815548226
5.	Sh. Deepak Jain	Architect	2740391
6.	Mrs. Gagandeep Kaur Dhillon	Architect	9888413760
7.	Monika Verma	Architect	9872359889
8.	Vacant	Architect	
9.	Vacant	Architect	
10.	Mrs. Deepika Kohli	Assistant Architect	9855710480
11.	Sh. Ashwani Sharma	Assistant Architect	9646759800
12.	Ms. Rainem	Assistant Architect	8968174106
13.	Ms. Vrindha Tikku	Assistant Architect	9022484211
14.	Vacant	Assistant Architect	
15.	vacant	Assistant Architect	
16.	vacant	Administration Officer	
17.	Ms. Monika Kamboj	Architectural Asstt.	9988001518
18.	Mrs. Karamjit Kaur	Architectural Asstt.	(R)2732864
19.	Mrs. Prem Lata	Architectural Asstt.	8146099515
20.	Sh. Sahil Aneja	Architectural Asstt.	9996002187
21.	Sh. Sashank Singh	Architectural Asstt.	8901115870
22.	Vacant	Architectural Asstt.	
<b>Group B</b>			
23.	Sh. Gurjivan Singh	Head Modeller	9872669626
24.	Sh. Vijay Kumar	Head Draftsman	9646135245
25.	Mrs. Kiranjeet Kaur	Head Draftsman	9988800387
26.	Mrs. Kanchan Sharma	Head Draftsman	9814197111

27.	Mrs. Ramesh Kaur	Head Draftsman	(R)2402131 (R)5187735
28.	Sh. Bharat Bhushan	Head Draftsman	(R)2575265 M-9417427265
29.	Mrs. Rachhpal Kaur	Head Draftsman	(R)2654525
30.	Sh. Rajiv Kumar	Head Draftsman	9915299529
31.	Mrs. Shanti Singh	Senior Draftsman	9815249278
32.	Sh. Harmohinder Singh	Senior Draftsman	9872043197
33.	Sh. Deepak	Senior Draftsman	9888236267
34.	Sh. Anjil Katoch	Senior Draftsman (Filled up through retiree person on contract basis)	
35.	Sh. Dinesh Kumar	Senior Draftsman (Filled up through retiree person on contract basis)	
36.	Sh. Krishan Kumar	Senior Draftsman (Filled up through retiree person on contract basis)	
37.	Sh. Bahadur Chand	Senior Draftsman (Filled up through retiree person on contract basis)	
38.	Vacant	Senior Draftsman	
39.	Vacant	Senior Draftsman	
40.	Vacant	Senior Draftsman	
41.	Mrs. Reeta	Draftsman	7508655056
42.	Sh. Amit Sharma	Draftsman	9780609826
43.	Sh. Vishal Chauhan	Draftsman	9988062440
44.	Smt. Sangeeta	Draftsman	7837108116
45.	Ms. Ritu	Draftsman	9876646668
<b>Group C</b>			
46.	Jit Singh	Junior Draftsman(Filled up through retiree person on contract basis)	
47.	Surinder Pal	Junior Draftsman(Filled up through retiree person on contract basis)	
48.	Vacant	-	
49.	Sh. Gurbar Singh	Ferro Printer	8196033424
50.	Vinod Kumar	Ferro Printer	9417139896
<b>Group A&amp; B</b>			
51.	Sh. Narinder Gupta	Supdt. Grade-I	9646041602
52.	Sh. Sukhdeep Singh	Sr. Asstt.	9988264065
53.	Ms. Rajni Kumari	Sr. Asstt.	9463889190
54.	Sh. Om Parkash	Sr. Asstt.	9417883753
55.	Sh. Sumit DuttUniyal	Sr. Asstt.	7355564410
56.	Sh. Umed Singh	Sr. Asstt.	9466932732

57.	Sh. Krishan Kumar	Sr. Scale Stenographer	9988298859
	<b>Group C</b>		
58.	Sh. Rupinder Singh	Jr. Scale Stenographer	9872209709
59.	Mrs. Dimpri Sharma	Jr. Scale Stenographer	9464894128
60.	Mrs. Baby Dangi	Steno-typist	9464395649
61.	Ms. Prabhjot Kaur	Steno Typist	M-9780999066
62.	Ms. Gita Devi	Steno Typist	M-8427477367
63.	Ms. Bharti	Steno-typist (Filled up through GeMon outsource basis)	
64.	Smt. Sunita Bali	Jr. Asstt.	9915276496
65.	Sh. Gurpreet Singh	Clerk	8558086816
66.	Vacant	Clerk	
67.	Sh. Raj Kumar	Clerk	9023030273
68.	Ms. Rajandeep Kaur	Clerk	9592114111
69.	Vacant	Clerk	
70.	Sh. Gурpal Singh	Driver	9646598066
71.	Sh. Karanjit Singh	Driver (Filled up through GeM on outsource basis)	9888324411
72.	Sh. Bahadur Singh,	Driver (Filled up through GeMon outsource basis)	9915313260
		<b>Group-D</b>	
73.	Sh. Sri Ram	Ferro Khalasi	9463814329
74.	Vacant	Ferro Khalasi	
75.	Sh. Pappu	Daftri (Filled up through GeM on outsource basis)	7837145776
76.	Sh. Virender Pal Singh	Jamadar	7814956720
77.	vacant	Peon	
78.	Smt. Bimla	Peon	828387338
79.	Sh. Surjeet Kumar	Peon	7508233693
80.	Sh. Punit Kumar	Peon	8146162987
81.	Sh. Dharminder Ram	Peon	7696329038
82.	Sh. Jarnail Ram	Peon (Filled up through GeM on outsource basis)	9465164930
83.	Sh. Karnail Singh	Peon (Filled up through GeM on outsource basis)	9872829764
84.	Sh. Sandeep	Peon (Filled up through GeM on outsource basis)	8894321069
85.	Sh. Sunil Kumar	Peon (Filled up through GeM on outsource basis)	9877034969
86.	Sh. Karam Chand	Peon (Filled up through GeM on outsource basis)	9988718193
87.	Sh. Ajit	Peon (Filled up through GeM on outsource basis)	7986483055
88.	Sh. Dharminder	Peon (Filled up through GeM	9876673186

		on outsource basis)	
89.	Sh. Azad Kumar	Sweeper	9592895876
90.	Sh. Kishan Lal	Chowkidar	8699368660



**LIST OF THE EMPLOYEE OF TOWN PLANNING WING, DEPTT. OF URBAN PLANNING,  
CHANDIGARH ADMINISTRATION**

<b>Sr. No.</b>	<b>Name of Officers/Officials</b>	<b>Designation</b>	<b>Mobile No.</b>
1.	Sh. Shams S Z Shaikh	Senior Architect, additional charge of Senior Town Planner	9646015178
2	Vacant	Divisional Town Planner	-
3	Smt. Roma	Divisional Town Planner	9781833033
4	Sh. Padam Saini	Assistant Town Planner	9971795918
5	Sh. Manvendra P. Singh	Assistant Town Planner	7828655714
6	Sh. Harkaran	Planning Officer	8826483714
7	Smt. Priyanka	Planning Officer	9718877434
8	Sh. Anil Sharma	Planning Officer	9877734171
9	Sh. Anil Shahi	Planning Officer	9814490535
10	Sh. Rakesh Kumar	Selection Grade Planning D/man filled through retiree on contract basis	9781077011
11	Sh. Dilbag Rai	Selection grade Planning D/man	9418060408
12	Sh. Darshan Singh	Selection grade Planning D/man	9988863060
13	VACANT	Selection grade Planning D/man	-
14	Sh. Harish Chander	Senior Planning D/man	9888032970
15	Sh. Paramjit Singh	Senior Planning D/man	9888080439
16	Sh. Satish Kumar	Senior Planning D/man filled through retiree on contract basis	9217885193
17	Ms. Parminder Kaur	Junior Draftsman filled up through GeM on outsource basis against lower rung post of Senior Planning D/man	8146053325
18	VACANT	Senior Planning D/man	-
19	Smt. Saroj Grover	Planning D/Man ( Filled through retiree)	9646286859
20	Smt. Divya Gupta	Planning D/Man	788874960
21	VACANT	Junior Draftsman	-
22	Smt. Gagandeep Kaur	Area Investigator	9815572000
23	Sh. Atinderpal Singh	Area Investigator	9779967424
24	Sh. Nar Singh	Ferro-Printer	9888445530
25	Smt. Jasbir Kaur (vice of Sh. Santosh Kumar transferred under ITDP)	Supdt.Gr.II	9855898202
26	Sh. Joginder Singh (vice of Smt. Rajni Bindra transferred under ITDP)	Supdt.Gr.II	9463390908
27	Sh. Rupender Singh	Sr. Asstt.	9417317646
28	Sh. Nitin Kumar	Sr. Asstt.	9888427613
29	Sh. Karnail Singh	Sr. Asstt.	9988782193
30	Sh. Devinder Kumar Kataria	Sr. Asstt.	9915599899
31	Sh. Dinesh Kumar Gautam	Sr. Scale Stenographer	9888066621
32	Smt. Jasmer Kaur	Jr. Scale Stenographer	9646138395
33	Smt. Pooja Rani	Jr. Scale Stenographer	7814589405
34	Sh. Piyush Sharma	Steno-typist	9780357935
35	Ms. Kanika	Steno-typist	7696828711
36	Ms. Varinder Kaur	Clerk	7889049950
37	Ms. Heena Sharma	Clerk	9876660578
38	Sh. Subhash Chand Ranout	Clerk (Retiree on contract basis)	9417864858

39	Sh. Sumit Kumar	Clerk	8950057780
40	Sh. KantiParsad	Ferro-Khalasi	9417838866
41	Sh. Ajay Kumar	Peon (through GeM)	7087821129
42	Sh. Pawan Kumar	Peon	9041115553
43	Sh. Vikas Kumar	Peon	8591426597
44	Sh. Harnek Singh	Peon (through GeM)	9872383632
45	Smt. Dhanna	Peon (through GeM)	9988844799
46	Sh. Satish Kumar	Peon (through GeM)	9855720721
47	Sh. Rasandeep Khan	Peon (through GeM)	9478611377
48	Sh. Anil Kumar	Peon (through GeM)	9780212364
49	Sh. Pardeep Kumar	Chowkidar	9780741713
50	Sh. Mani Ram	Sweeper	9646388560

**ANNEXURE - 10****PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4 (1) (b)(x) TO THE RIGHT TO INFORMATION ACT, 2005.**

(Monthly remuneration received by the officers and employees)

Name of the Department/ Board/ Corporation/ Institution/ Office: The Chief Architect, Deptt.of Urban Planning, Chandigarh Administration (Architecture Wing &amp; Town Planning Wing)

**(ARCHITECTURE WING)**

<b>Sr. No.</b>	<b>Name of the officer/employee &amp; Designation</b>	<b>Monthly Emoluments (As on 31.03.2023)</b>	
1.	Sh. Kapil Setia	Chief Architect	Rs.253780/-
2.	Sh. Rajiv Mehta	Senior Architect	Rs.223868/-
3.	Sh. Shams S.Z. Shaikh	Senior Architect	Rs.223868/-
4.	Sh. Rajesh Katoch	Architect	Rs.142996/-
5.	Sh. Deepak Jain	Architect	Rs.221382/-
6.	Ms. GagandeepKaur	Architect	Rs.130984/-
7.	Mrs. Monika Verma	Architect	Rs.43933/-
8.	Ms. Deepika	Asstt. Architect	Rs.112192/-
9.	Sh. Ashwani Sharma	Asstt. Architect	Rs.121898/-
10.	Ms. Rainem	Asstt. Architect	Rs.37150/-
11.	Ms. VrindhaTikku	Asstt. Architect	Rs. 50500/-
12.	Ms. Monika Kamboj	Architectural Asstt.	Rs.103110/-
13.	Mrs. KaramjitKaur	Architectural Asstt.	Rs.169022/-
14.	Mrs. PremLata	Architectural Asstt.	Rs.184268/-
15.	Sh. SahilAneja	Architectural Asstt	Rs.36370/-
16.	Sh. Sashank Singh	Architectural Asstt	Rs.36370/-
17.	Sh. Gurjivan Singh	Head Modeller	Rs.122884/-
18.	Sh. Vijay Kumar	Head Draftsman	Rs.124246/-
19.	Mrs. KiranjeetK.Kochhar	Head Draftsman	Rs.141996/-
20.	Mrs. Kanchan Sharma	Head Draftsman	Rs.130276/-
21.	Mrs. Ramesh Kaur	Head Draftsman	Rs.107134/-
22.	Sh. Bharat Bhushan	Head Draftsman	Rs.119342/-
23.	Sh. Rajiv Kumar	Head Draftsman	Rs.86540/-
24.	Mrs. RachhpalKaur	Head Draftsman	Rs.114354/-
25.	Mrs. Shanti Singh	Senior Draftsman	Rs.99358/-
26.	Sh. Harmohinder Singh	Senior Draftsman	Rs.83950/-
27.	Sh. Deepak	Senior Draftsman	Rs.85770/-
28.	AnjilKatoch	Senior Draftsman (Filled up through retiree person on contract basis)	Rs.34150/-
29.	Sh. Dinesh Kumar	Senior Draftsman (Filled up through retiree person on contract basis)	Rs. 37150/-
30.	Sh. KrishanKumar	Senior Draftsman (Filled up through retiree person on contract basis)	Rs. 45150/-
31.	Sh. Bahadur Chand	Senior Draftsman (Filled up through retiree person on contract basis)	Rs. 37150/-
32.	Mrs. Reeta	Draftsman	Rs.79302/-
33.	Sh. Amit Sharma	Draftsman	Rs.79302/-
34.	Sh. Vishal Chauhan	Draftsman	Rs.71254/-

35.	Smt. Sangeeta	Draftsman	Rs.31626/-
36.	Ms. Ritu	Draftsman	Rs.31626/-
37.	Sh. Jit Singh	Junior Draftsman(Filled up through retiree person on contract basis)	Rs.42950/-
38.	Surinder Pal	Junior Draftsman(Filled up through retiree person on contract basis)	38700/-
39.	Sh. Gurbar Singh	Ferro Printer	Rs.69222/-
40.	Sh. Vinod Kumar	Ferro Printer	Rs.63564/-
41.	Mrs. DevinderKaur	Supdt.	Rs.162152/-
42.	Sh. Sukhdeep Singh	Sr. Asstt.	Rs.83632/-
43.	Ms. RajniKumari	Sr. Asstt.	Rs.78192/-
44.	Sh. Om Parkash	Sr. Asstt.	Rs.77592/-
45.	Sh. SumitDuttUniyal	Sr. Asstt.	Rs.73880/-
46.	Sh. Umed Singh	Sr. Asstt.	Rs.66520/-
47.	Sh. Krishan Kumar	Sr. Scale Stenographer	Rs.99364/-
48.	Sh. Rupinder Singh	Jr. Scale Stenographer	Rs.74276/-
49.	Mrs. Dimpri Sharma	Jr. Scale Stenographer	Rs.82628/-
50.	Mrs. Baby Dangi	Steno-typist	Rs.72230/-
51.	Ms. PrabhjotKaur	Steno Typist	Rs.26902/-
52.	Ms. Gita Devi	Steno Typist	Rs.26902/-
53.	Smt. Sunita Bali	Jr. Asstt.	Rs.90674/-
54.	Sh. Gurpreet Singh	Clerk	Rs.26902/-
55.	Ms. RajandeepKaur	Clerk	Rs.26902/-
56.	Sh. Raj Kumar	Clerk	Rs.48494/-
57.	Sh. Gurpal Singh	Driver	Rs.60002/-
58.	Sh. Karanjit Singh	Driver (Filled up through GeM)	Rs.24180/-
59.	Sh. Bahadur Singh,	Driver (Filled up through GeM)	Rs.24180/-
60.	Sh. Sri Ram	Ferro Khalasi	Rs.63132/-
61.	Sh. Virender Pal Singh	MukhSewadar	Rs.61938/-
62.	Sh. Sucha Ram	Peon	Rs.56356/-
63.	Smt. Bimla	Peon	Rs.44568/-
64.	Sh. Surjeet Kumar	Peon	Rs.43326/-
65.	Sh. Punit Kumar	Peon	Rs.33804/-
66.	Sh. Dharminder Ram	Peon	Rs.37452/-
67.	Sh. Papu	Daftri (Filled up through GeM on outsource basis)	Rs.18461/-
68.	Sh. Jarnail Ram	Peon (Filled up through GeM on outsource basis)	Rs.18461/-
69.	Sh. Karnail Singh	Peon (Filled up through GeM on outsource basis)	Rs.18461/-
70.	Sh. Sandeep	Peon (Filled up through GeM on outsource basis)	Rs.18461/-
71.	Sh. Sunil Kumar	Peon (Filled up through GeM on outsource basis)	Rs.18461/-

72.	Sh. Karam Chand	Peon (Filled up through GeM on outsource basis)	Rs.18461/-
73.	Sh. Ajit	Peon (Filled up through GeM on outsource basis)	Rs.18461/-
74.	Sh. Dharminder	Peon (Filled up through GeM on outsource basis)	Rs.18461/-
75.	Sh. Azad Kumar	Sweeper	Rs.55246/-
76.	Sh. KishanLal	Chowkidar	Rs.53510/-

TOWN PLANNING WING

<b>Sr. No.</b>	<b>Name of the officer/employee &amp; Designation</b>	<b>Monthly Emoluments (As on 31.03.2023)</b>
1.	<b>Senior Town Planner</b>	-
2.	Smt. Roma, Divisional Town Planner	1,60,552/-
3.	Sh. Padam Saini, Asstt. Town Planner	1,21,375 /-
4.	Sh. ManvendraPratap Singh, Asstt. Town Planner	91,940/-
5.	Smt. Priyanka, Planning Officer	36,370/-
5.	Sh. Harkaran, Planning Officer	36,370/-
7.	Sh. Anil Sharma, Planning Officer	51,400/-
8.	Sh. Anil Shahi, Planning Officer	67,100/-
9.	Sh. Rakesh Kumar, S.G.P.D.(Retiree)	42,250/-
10.	Sh. Dilbag Rai, Selection grade Planning D/man	46,650/-
11.	Sh. Darshan Singh, Selection grade Planning D/man	49,800/-
12.	Sh. Harish Chander, S.P.D.	1,01,940/-
13.	Sh. Paramjit Singh,S.P.D	99,014/-
14.	Sh. Satish Kumar Goyal, SPD(Retiree)	40,000/-
15.	Ms. Parminder Kaur, JDM against SPD post (outsource through GeM)	26,902/-
16.	Smt. Gagandeep Kaur, AI	1,06,152/-
17.	Sh. Atinderpal Singh, AI	26,902/-
18.	Smt. Saroj Grover, PD (Retiree)	49,500/-
19.	Ms. Divya Gupta, PD	66,074/-
20.	Sh. Santosh Kumar, Supdt. Gr.II	1,04,256 /-
21.	Smt. RajniBindra, Supdt. Gr.II	92,940/-
22.	Sh. Rupender Singh, Senior Assistant	91,222/-
23.	Sh. Karnail Singh , Senior Assistant	82,212/-
24.	Sh. Nitin Kumar, Senior Assistant	74,524/-
25.	Sh. Devinder Kumar Kataria, Sr. Assistant	78,192/-

26.	Sh. Subhash Chand Ranout, Clerk(Retiree)	25,878/-
27.	Ms. Heena Sharma, Clerk	26,902/-
28.	Sh. Sumit Kumar, Clerk	26,902/-
29.	Ms. Varinder Kaur, Clerk	58,596/-
30.	Sh. Dinesh Kumar Gautam, Sr. Scale Stenographer	83,632/-
31.	Ms. JasmerKaur, Jr. Scale Stenographer	82,318/-
32.	Smt. Pooja Rani, Jr. Scale Stenographer	74,196/-
33.	Sh. Piyush Sharma, Steno-Typist	57,326/-
34.	Ms. Kanika, Steno-Typist	26,902/-
35.	Sh. Nar Singh, Ferro-Printer	-
36.	Sh. Kanti Parsad, Ferro-Khalasi	46,568/-
37.	Sh. Pawan Kumar, Peon	37,412/-
38.	Sh. Vikas Kumar, Peon	33,764/-
39.	Sh. Pardeep Kumar, Chowkidar	48,878/-
40.	Sh. Mani Ram, Sweeper	44,568/-
41.	Sh. Harnek Singh (Filled up through GeM on outsource basis)	18,461/- on DC rate
42.	Smt. Dhanna (Filled up through GeM on outsource basis)	18,461/- on DC rate
43.	Sh. Satish Kumar (Filled up through GeM on outsource basis)	18,461/- on DC rate
44.	Sh. Rasandeeep Khan (Filled up through GeM on outsource basis)	18,461/- on DC rate
45.	Sh. Anil Kumar (Filled up through GeM on outsource basis)	18,461/- on DC rate

## ANNEXURE - 11

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4 (1) (b)(x)  
TO THE RIGHT TO INFORMATION ACT, 2005.**

**(Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made)**

**Name of the Department/Board/Corporation/Institution/Office :**

**Office of the Chief Architect, Deptt.of Urban Planning, Chandigarh  
Administration.(Architecture Wing & Town Planning Wing)**

**ARCHITECTURE WING**

(Rs. In Thousands)

Head/Item of the budget	B.E expenditure during the year 2022-23	Disbursement made upto 31.03.2023
2059-Public works, 80-General, 001-Direction & Administration. 10-Chief Architect's Estt.		
10 00 01-Salaries	91525	91524
10 00 02 Wages	5438	5438
10 00 06-Medical Treatment	437	437
10 00 11-Domestic Travel Expenses	80	79
10 00 13 - Office Expenses	6100	6100
<b>Total</b>	<b>103580</b>	<b>103578</b>



TOWN PLANNING WING**NON PLAN (In Rupees in thousand)**

<b>Sr. No.</b>	<b>Head/Item of the budget</b>	<b>B.E for the year 2022-23</b>	<b>Disbursement made up to 31.03.2023</b>
1.	2217- Urban Development 80 - General 001 - Direction & Administration 09 - Senior Town Planner Estt. 01 - Chandigarh	-	-
2	09 01 01 - Salaries	36021	36021
3	09 01 02- Wages	3314	3314
4	09 01 06 - Medical Treatment	172	172
4	09 01 11 - Domestic Travel Expenses	123	123
5	09 01 13 - Office Expenses	2665	2665
	<b>Total</b>	<b>42295</b>	<b>42295</b>

## ANNEXURE-12

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xii)  
OF THE RIGHT TO INFORMATION ACT,2005**

**(The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes)**

**Name of the Department/Board/Corporation/Institution/Office**

**Office of the Chief Architect, Deptt. Of Urban Planning, Chandigarh Administration  
(Architecture Wing & Town Planning Wing)**

Sr. No.	Scheme under subsidy given	Manner of execution of subsidy programme	Amount allocated (Rs.)	Details of beneficiaries.
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## ANNEXURE-13

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xiii)  
OF THE RIGHT TO INFORMATION ACT, 2005

(Particulars of recipients of concession, permits or authorizations granted)

Name of the Department/Board/Corporation/Institution/Office

Office of the Chief Architect, Deptt. of Urban Planning, Chandigarh  
Administration(Architecture Wing & Town Planning Wing)

Sr. No.	Concessions/Permit/ Authorization grant	Name of the recipient	Address of the recipient
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**ANNEXURE-14****PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xiv)  
OF THE RIGHT TO INFORMATION ACT, 2005****(Details in respect of the information, available, reduced in an electronic form)****Name of the Department/Board/Corporation/Institution/Office****Office of the Chief Architect, Deptt. of Urban Planning, Chandigarh Administration  
(Architecture Wing & Town Planning Wing)**

<b>Sr.No.</b>	<b>Type of Information</b>
	<p>Details regarding Layout Plan, Zoning Plans, Master Plan, Building Byelaws available on <a href="http://urbanplanning.chd.gov.in">urbanplanning.chd.gov.in</a></p> <p>The process of converting the other information available in this office on the web site is to be taken up shortly.</p>

## ANNEXURE-15

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xv)  
OF THE RIGHT TO INFORMATION ACT, 2005**

**(Particulars of facilities available to citizens for obtaining information)**

**Name of the Department/Board/Corporation/Institution/Office**

**Office of the Chief Architect, Deptt. of Urban Planning, Chandigarh Administration  
(Architecture Wing & Town Planning Wing)**

Sr.No.	Facilities available	Remarks  (No. of days in a week/Timings)
<p>Any citizen who is desirous of obtaining any information regarding this office can interact with the Chief Architect during public hours on every working day from 12.00 noon to 1.00 p.m. except Wednesday. Further clarifications can also be sought by giving applications.</p>		

## ANNEXURE-16

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xvi) OF THE RIGHT TO INFORMATION ACT, 2005**

**(Statement of the Boards, councils, committees and other bodies)**

**Name of the Department/Board/Corporation/Institution/Office**

**Office of the Chief Architect, Deptt.of Urban Planning, Chandigarh Administration(Architecture Wing & Town Planning Wing).**

<b>Sr. No.</b>	<b>Name of the State Publication Information Officers</b>	<b>Desig-nation</b>	<b>Tel.No. (Office/ Residence)</b>	<b>Residential Address</b>	<b>Assistant State Publication Information Officer</b>
1.	Sh. KapilSetia	Chief Architect	2740236 (O) Mob.9814097755	# 8, Sec.7, Chandigarh	Appellate authority of Deptt.Of Urban Planning, Chandigarh Administration.
2.	Smt. Monika Verma	Architect	9872359889	#1317, Sector-33, Chandigarh	Central Public Information Officer of Architecture Wing (Technical)
3.	Sh.Narinder Gupta	Superintendent Gr-I	2740209(O) 9646041602 (M)	H.No.3257 sector 49/D Chandigarh	Central Public Information Officer of Architecture Wing (Administrative)
4.	Sh. Manvendra Partap Singh	Assistant Town Planner	2740657 (O) 7828655714	#460, Sector 22 A, Chandigarh	Central Public Information Officer of Town Planning Wing (Technical)
5.	Smt. Jasbir Kaur	Supdt. Gr-II	2740163 (O) 9855898202	#234, PEC Campus, Sector-12, Chandigarh.	Central Public Information Officer of Town Planning Wing (Establishment)

## ANNEXURE-17

**Implementation of Suo motto disclosure under Section-4(1.7)  
of RTI Act, 2005 - Issue of guidelines regarding.**

Expenditure Statement of NUIS Scheme 2022-23			
Amount Granted Rs.	Utilized Fund Rs.	Refunded to the concerned Ministry Amount Rs.	Balance. Rs.
Nil/-	Nil/-	Nil/-	Nil/-

