No.

/EA3/E1

**Dated** 

In supersession of all previous order issued by the office in connection with deletion of power, the powers which are conferred on the Head of the Department by various rules/instructions and orders of the Government are hereby redelegated to the officers- Joint Director-I, State Transport, Haryana [JDST-I], Joint Director-II, State Transport, Haryana [JDST-II] and other senior officers of the department for the smooth functioning of the office in the following manner w.e.f. 07-11-2025:-

## A) Powers re-delegated, as under:

Sr. No.	Rules/ Instructions	Nature of power	Extent of Powers vested in HoD/HoO	Authority to which the power is authorised	Powers re-delegated to whom	Extent upto
1	Sr.No. 1 of Rule 19.6 of PFR V-I	To sanction non- recurring expenditure,	Upto Rs. 1,00,000/- in each case.	Head of Department	JDST	Full Powers
	200	not otherwise provided for in this	Upto Rs. 40,000/- in each case.	Controlling Officer	JDST	Full Powers
157		rule.	Upto Rs. 10,000/- in each case.	Head of Office	CAO (HQ)	Full Powers
2	Sr.No. 2 of Rule 19.6 of PFR V-I	To sanction recurring expenditure not	Upto Rs. 50,000/- in each case.	Head of Department	JDST	Full Powers
		otherwise provided for in this rule.	Upto Rs. 20,000/- in each case	Controlling Officer	JDST	Full Powers
			Upto Rs. 5,000/- in each case.	Head of Office	CAO (HQ)	Full Powers
3	Sr.No. 4 of Rule 19.6 of PFR V-I	To sanction charges for electricity, gas, water, telephone, postage stamps and taxes levied by statutory body or any other authority	Full Powers	Head of Office	CAO (HQ)	Full Powers
4	Sr.No. 5 of Rule 19.6 of PFR V-I	To sanction purchase and repairs of fixtures	Full powers	Head of Department	JDST	Full Powers
		and furniture.	Upto Rs. 1000/- in each case.	Head of Office	CAO (HQ)	Full Powers
5	Sr.No. 6 of Rule 19.6 of PFR V-I		Upto Rs. 5,000/- in each case	Head of Department	JDST	Full Powers
		and warfage charges.	Upto Rs. 2,000/- in each case.	Controlling Officer	JDST	Full Powers
			Rs. 500/- in each case Subject to the conditions that the charges are not levied due to the negligence of any official.	Head of Office	CAO (HQ)	Full Powers
6	Sr.No. 7 of Rule 19.6 of PFR V-I	To sanction hire charges of electric fans, heaters, coolers etc.	Full powers.	Head of Office	CAO (HQ)	Full Powers
	Sr.No. 8 of Rule 19.6 of PFR V-I	To sanction the payment of rent for building or land for  (i) ordinary office	Upto Rs. 10,000/- per month for the office accommodation and Rs. 2000/- per month for land.	Head of Department	JDST	Full Powers
		accommodation.	Upto Rs. 2000/- per month for office accommodation.	Controlling officer	JDST	Full Powers

		(ii) Codours				
		(ii) Godowns  (iii) residential purpose etc.	Upto Rs. 1,000/- per month for office accommodation. Subject to the conditions that the	Head of Office	CAO (HQ)	Full Powers
		Manager	certificate of non- availability and reasonableness of			
			accommodation is obtained from B&R Department and the			
		1 25 7	agreement with the owner is also executed for five years.			
8	Sr.No. 9 of Rule 19.6 of PFR V-I	To sanction the Legal Charges for defence of Govt. employee's in criminal proceedings instituted against them while	Full powers subject to the condition that the actual cost of the Defence shall be reimbursed with the	Heads of Department for employees of Group "C" and "D"	JDST	Full Powers
		discharging the official duties.	concurrence of Law and Legislative Department.	service.		
9	Sr.No. 10 of Rule 19.6 of PFR V-I	To reimburse the legal expenses to a Govt. employee whose conduct has been the subject of enquiry for expenditure on account of:-  (i) Defence witnesses, and	Full powers in the case of witness:  (a) Payment of expenses to non-official witnesses summoned for the prosecution or defence, should be made according to the rates specified in Chapter 5- C of Volume-I of the High Court Rules and orders in respect of witnesses attending Civil Courts.  (b) Government employees	Head of Department for employees of Group "C" and "D" service.	JDST	Full Powers
			summoned as witnesses should be given the usual certificates of attendance to enable them to draw their normal traveling allowance and the daily allowance to which			
			they are entitled in accordance with the provisions of the Punjab Civil Services Rules, Volume-III, Travelling Allowance Rules; (c) the expenditure on non-official witnesses should be debited to the same head of account to which			

T			delinquent Officer/	K g C I I		
			Official concerned is debitable; (d)payment to			
			non-official			
		7 hr = 1	witnesses should			
			be made out of the contingent grants			
			of the offices/			
		la u	departments	er au 'L'		
		113.00	concerned;	10,1 m 11 2 A		
		1769	(d) payment to non-			
			official witnesses			
			should be made			
			out of the			
			contingent grants of the offices/			
		All the	departments			
		111160	concerned; (e) the charges of			
			those witnesses			
			only should be			
			paid whom the			
			commission or			
			Inquiry Officer			
			declares to be		š n	
		10 pt (21 to	necessary		10	
		(ii) Fees of Counsel	witnesses.	lland C	10.00	
		(ii) rees of Counsel	Upto Rs. 3,000/- When the Govt.	Head of	JDST	Full Powers
		8	employee is allowed	Department for employees		
			to be represented by	of Group "C"		
			a counsel,	and "D"		
			reimbursement of the	service.		
			fees of the counsel			
			should be allowed in			
		per per gap	cases where the			
			delinquent			
		Name of the last o	officer/officials is successful in clearing			
		^	himself.			
10	Sr.No. 11 of	To sanction	Full powers	Head of Office	CAO (HQ)	Full Powers
	Rule 19.6 of	expenditure in	r referrer and o		3.13 (1.14)	, an i oriais
	PFR V-I	connection with civil				
		suits instituted with	August 1			
		the sanction of the				
		Controlling Authority	5. 1 7.1			
		as defined in the Haryana Law	- 1 a			
		Department Manual.				
11	Sr.No. 12 of	To grant	Full Powers subject to	Head of	JDST	Full Powers
11	Rule 19.6 of	Compensation to	the advice of Legal	Department	1001	Tun Tuvvers
	PFR V-I	Government	Remembrance being			
		employees under	obtained first.			
		Workmen's				
		Compensation Act.	.11 .11.22		<u> </u>	
12	Sr.No. 13 of	To grant cash rewards	Full powers subject to	Head of Office	CAO (HQ)	Full Powers
	Rule 19.6 of PFR V-I	to meet funeral and	the maximum of Rs.			
	LUK A.T	other unavoidable	5,000/- in each case.			
		expenses to the relations of all Govt.	Note:-			
			The term "special			
		employees of aroun	THE WITH SPUCIAL			1
		employees of group "D" service, who are		JSL 7_ = =		
	z <sup>11</sup>	"D" service, who are killed or died of injury	risk" is defined in rule 8.26 (7) and (8) of	alin te a		
	a <sup>1</sup>	"D" service, who are	risk" is defined in rule			
		"D" service, who are killed or died of injury received as a result of special risk of office in	risk" is defined in rule 8.26 (7) and (8) of			
		"D" service, who are killed or died of injury received as a result of	risk" is defined in rule 8.26 (7) and (8) of Punjab Civil Services			

13	Sr.No. 14 of Rule 19.6 of PFR V-I	To engage upto four hours part time sweeper, water man gardener etc. chargeable to Contingencies.	I dii porrore are area	Head of Department	JDST	Full Powers
14	Sr.No. 15 of Rule 19.6 of PFR V-I	To sanction expenditure for setting departmental examination papers and evaluation of answer books.	<ul> <li>(i) Rs. 500/- for setting of one paper.</li> <li>(ii) Rs. 10/- for evaluation of each answer book.</li> <li>(iii) Rs. 10/- for practical and viva- voce examination for each candidate.</li> </ul>	Head of Department	JDST	Full Powers
15	Sr.No. 17 of Rule 19.6 of PFR V-I	To sanction expenditure for :- Purchase of books, periodicals and newspaper (only three in numbers) required for official use only.	Full powers	Head of Department	JDST	Full Powers
16	Sr.No. 18 of Rule 19.6 of PFR V-I	(a) To sanction expenditure on New Telephone connections including accessories for the offices and also at the residence of entitled officers approved by the Telephone Board Haryana.	Full powers	Head of Department	JDST	Full Powers
		(b) To sanction expenditure or temporary installation of telephone in emergent cases only.	Full powers subject to the condition the temporary installation should not exceed three months.	Head of Department	JDST	Full Powers
17	Sr.No. 19 of Rule 19.6 of PFR V-I	To sanction expenditure on direct purchase of stores from the local market after exhausting all the approved sources	Upto Rs. 75,000/- for anyone item during a financial year in respect of each Head of offices under his control.	Head of Department	JDST	Full Powers
		of supply mentioned in Appendix 17 of the Punjab Financial Rules, Volume-II and the rate contract arranged by the	Upto Rs. 25,000/- for any one item during a financial year in respect of each Head of offices under his control.	Controlling Officer	JDST	Full Powers
		Director, Supplies and Disposals Haryana, if available	Upto Rs. 7,000/- for any one item on each occasion subject to the condition that the aggregate purchases relating to such an item during the course of financial year do not exceed the amount of Rs. 15,000/		CAO (HQ)	Full Powers
18	Sr.No. 20 of Rule 19.6 of PFR V-I	To sanction expenditure on direct purchases of stores	Upto Rs. 20,000/- in each case.  Upto Rs. 10,000/- in	Head of Department Controlling	JDST JDST	Full Powers
		from the local market	each case.	Officer	JUJI	I ull FOWEIS

		in emergent circumstances, when	Upto Rs. 2,000/- in each case	Head of Office	CAO (HQ)	Full Powers
		it is not possible to exhaust the approved sources of supply.  Provided emergency is clearly explained in the sanctioning order while exercising these				
19	Sr.No. 21 of Rule 19.6 of PFR V-I	powers.  To sanction expenditure on purchase of type- writers, fax-machine, dedicated intercom equipments, electronic stencil cutter, Dictaphones, copying machine, duplicator, duplicating machine, franking machine, addressographs, filing and indexing system, etc. for themselves and offices subordinate to them.	Full powers subject to the scale fixed by the Government and conditions in the Printing and Stationery Manual and to the provisions that replacement of machines is done after consideration by the Board and that condemnation process is completed within 60 days of the receipt of the request for condemnation otherwise the department will presume that the request has been accepted by the Board. After the rate contract has been finalised and circulated by the Controller, Printing and Stationery, the purchases will be effected direct by the	Head of Department	JDST	Full Powers
20	Sr.No. 22 of Rule 19.6 of	To sanction expenditure on repairs	department itself Full Powers	Head of Department	JDST	Full Powers
	PFR V-I	of Govt. vehicle(s)	Upto Rs. 10,000/- at one time subject to the condition that the repair be carried out from authorised dealer of Company as approved by the Govt., Building and Road Workshop or Haryana Roadways Workshop.	Head of Office	CAO (HQ)	Full Powers
21	Sr.No. 65 of Rule 19.6 of PFR V-I	To sanction expenditure on the purchase of petrol, mobile oil and lubricants.	Full powers.	General Manager Haryana Roadways	GM HR	Full Powers
22	Sr.No. 66 of Rule 19.6 of PFR V-I	To sanction expenditure on repairs, servicing and other contingencies, including	E OMOS	Transport Commissioner [Director State Transport]	JDST	Full Powers
		purchase of minor tools.	Rs. 2,000/- on each item subject to maximum Rs. 30,000/- in a month.	Deputy Transport Controller (Technical)	DTC (Technical), HQ	Full Powers
			Rs. 1,000/- on each item subject to maximum Rs. 25,000/- in a month.	General Manager Haryana Roadways	GM HR	Full Powers

23	Sr.No. 67 of Rule 19.6 of PFR V-I	To sanction expenditure on simple meals and refreshments to be served to the staff working beyond normal duty hours in connection with plying of bus service on important fairs.	Rs. 150/- at a time and Rs. 20/- per head for those employees who have actually worked but are not entitled for over time.	General Manager Haryana Roadways	GM HR	Full Powers
24	Sr.No. 68 of Rule 19.6 of PFR V-I	To sanction expenditure on advertisement and publicity.	Full powers.	Transport Commissioner [Director State Transport]	JDST	Full Powers
			Upto Rs. 5,000/- per annum.	Deputy Transport Controller (Tech.)	DTC (Technical), HQ	Full Powers
			Upto Rs. 2,000/- per annum.	General Manager Haryana Roadways	GM HR	Full Powers
25	Sr.No. 70 of Rule 19.6 of PFR V-I	To sanction expenditure on purchase of plants and machinery.	Full powers.	Transport Commissioner [Director State Transport]	JDST	Full Powers
		Provided that the purchases are made through Director Supplies and Disposals.	Upto Rs. 10,000/- on each item subject to total of Rs. 30,000/- in a month.	Deputy Transport Controller (Tech.)	DTC (Technical), HQ	Full Powers
			Up to Rs. 1,000/- on each item subject to a total of Rs. 10,000 in a month.	General Manager Haryana Roadways	GM HR	Full Powers
26	Sr.No. 71 of Rule 19.6 of PFR V-I	To sanction expenditure on repairs of buses involved in minor accident.	Full powers.	Transport Commissioner [Director State Transport]	JDST	Full Powers
			Upto Rs. 2,000/- in each case.	General Manager Haryana Roadways	GM HR	Full Powers
27	Sr.No. 72 of Rule 19.6 of PFR V-I	To sanction expenditure on claims for compensation arising out of accidents awarded by the court of law.	Full powers  Provided that all cases which reveal negligence on the part of individuals should be communicated to the Accountant General through the Finance Department and advice of Legal Remembrancer is obtained before making any payment.	Transport Commissioner [Director State Transport]	JDST	Full Powers
28	Sr.No. 73 of Rule 19.6 of PFR V-I	To sanction expenditure on claims of compensations arising out of accidents in cases other the court	Upto Rs. 5,000/- in each case.	Transport Commissioner [Director State Transport]	JDST	Full Powers
		Provided that all cases which reveal negligence on the part of any individual should be communicated to the Accountant General	Upto Rs. 1,000/- in each case.	General Manager Haryana Roadways	GM HR	Full Powers

		through the Finance Department and advice of Legal Remembrance is obtained before making any payment.				
29	Sr.No. 74 of Rule 19.6 of PFR V-I	To sanction expenditure for MACT cases settled in:-	Upto Rs. 5 Lakh	Transport Commissioner [Director State	JDST	Full Powers
		(i) Lok Adalat in High Court or at Distt. Level.	Upto 1.50 Lakh	Transport] General Manager, Haryana Roadways	GM HR	Full Powers
30	Sr.No. 75 of Rule 19.6 of PFR V-I	To sanction expenditure on purchase tyres and tubes.	Full powers subject to the conditions that :- (i) Purchase is made at the rates fixed by Director, Supplies and Disposals. (ii) Purchase of tyres	General Manager, Haryana Roadways	GM HR	Full Powers
			and tube should not exceed the requirement of one quarter at a			
			time; (iii) that the number of kilometers by tyres or tubes replaced are to			
			be intimated to the Transport Commissioner for checking in his office.			
31	Sr.No. 76 of Rule 19.6 of PFR V-I	To sanction expenditure for supply of uniform to driver, conductors and other staff, who are required to wear		Head of Department and Offices.	JDST/ GM HR	Full Powers
32	Rule 32 to 35 of HCS (GPF), Rules 2016	To sanction the Advance from the GPF account.	Full powers	Head of Department and Offices.	CAO (HQ)/ Head of Office of Regional offices	Full Powers
33	Rule 38 of HCS (GPF), Rules 2016	To sanction First withdrawal from the GPF account for House Building.	Full powers	Head of Department and Offices.	CAO (HQ)/ Head of Office of Regional offices	Full Powers
34	Rule 39 of HCS (GPF), Rules 2016	To sanction Second withdrawal from the GPF account for House Building.	Full powers	Head of Department	CAO (HQ)/ Head of Office of Regional offices	Full Powers
35	Rule 42 of HCS (GPF), Rules 2016	To sanction withdrawal from the GPF account for additions/alterations of house.	Full powers	Head of Department	CAO (HQ)/ Head of Office of Regional offices	Full Powers
36	Rule 43 of HCS (GPF), Rules 2016	To sanction withdrawal for upkeep of ancestral house from the GPF account.	Full powers	Head of Department	CAO (HQ)/ Head of Office of Regional offices	Full Powers
37	Rule 44 of HCS (GPF), Rules 2016	To sanction withdrawal from the GPF account for settlement of	Full powers	Head of Department	CAO (HQ)/ Head of Office of	Full Powers

		unemployed /dependent children.			Regional offices	
38	Rule 45 of HCS (GPF), Rules 2016	To sanction withdrawal from the GPF account for higher education of children.	Full powers	Head of Department	CAO (HQ)/ Head of Office of Regional offices	Full Powers
39	Rule 46 of HCS (GPF), Rules 2016	To sanction withdrawal from the GPF account for celebration of marriage.	Full powers	Head of Department	CAO (HQ)/ Head of Office of Regional offices	Full Powers
40	Rule 47 of HCS (GPF), Rules 2016	To sanction withdrawal from the GPF account for purchase of motor vehicle.	Full powers	Head of Department	CAO (HQ)/ Head of Office of Regional offices	Full Powers
41	Rule 48 of HCS (GPF), Rules 2016	To sanction withdrawal before retirement on superannuation from the GPF account.	Full powers	Head of Department	CAO (HQ)/ Head of Office of Regional offices	Full Powers
42	No. 02/24/2013- 1HB-III dated 19.09.2016	To sanction advance and reimbursement of medical bills/claims of employees/ pensioners	Full Powers in case of Group 'A', 'B' officers.  Full Powers in case of Group 'C' and 'D'	Head of Department and Office	JDST CAO (HQ)	Full Powers
		& their dependents upto Rs.7 Lakh.	Group 'C' and 'D' officals.			
43		To sanction the bills of Cashless Medical Facilities upto Rs.7 Lakh.	Full Powers in case of all Group of officers/ officials of the department.	Head of Department	JDST	Full Powers
44		All medical bills of unapproved hospitals to be forwarded to Govt. as per rules.	Full Powers in case of all Group of officers/ officials of the department.	Head of Department	JDST	Full Powers
45	No.2/307/2005- 1HBIII, dated 31.01.2016	Change of option for Open or Fixed Medical Allowance.	Full Powers in case of all Group of officers/ officials of the department.	Head of Department	JDST	Full Powers
46	No.2/77/82- 1HBIII, dated 12.04.1983	Change of office between HQ or Regional Offices for claiming reimbursement of medical bills to pensioners of the department and their dependents.	Full Powers	Head of Department	JDST	Full Powers
47	No. 16/24/86- 6GS-II dated 25.03.1987	To sanction Ex-gratia amount to the dependents of deceased Government Employees.	Full Powers in case of all Group of officers/ officials of the department.	Head of Department	JDST	Full Powers
48	No. 1/11/2011- 1GSII, dated 10.01.2012	To sanction the Monthly Financial Assistance to the dependents of deceased Government Employees	Full Powers in case of all Group of officers/ officials of the department.	Head of Department	JDST	Full Powers
49	Rule 16 of Exgratia Policy of Govt. dated 02.08.2019	To sanction the exgratia grant of Rs. 1,00,000/- (Rupees One Lakh only) to eligible family members of deceased employees	Full Powers in case of Group 'C' & 'D' officials of the department.	Head of Department	General Manager	Full Powers
50		To approve the cases/files relating to POL/Petrol bills up to Rs.50,000/- (Fifty	Full Powers	Head of Department	CAO (HQ)	Full Powers

		E II Dowers	Head of	Head of	Full Powers
51	and other punishment cases of Drivers and Conductors of Haryana	Full Powers	Department	Department	
	b) All types of appeal and other punishment cases of Workshop staff			JDST	Full Powers
52	of Haryana Roadways.  Condemnation of vehicles of department i.e. buses, trucks, crane, cars and jeeps etc. and to determine reserve price for auction sale of the said vehicles.	Full Powers	Head of Department	JDST	Full Powers
53	e-Auction of condemned buses/ cars/ jeeps/ other departmental vehicles/ black-oil/ tyres/ tubes and miscellaneous items.	Full Powers	Head of Department	JDST	Full Powers
54	Conversion of buses from 52 Seaters to 20 Seaters for use in Driver Training Schools of the department owned by Haryana Roadways.	Full Powers	Head of Department	JDST	Full Power
55	a) All types of court cases/legal matters. b) The replies/ affidavit to the CWPs/COCPs and Court matters shall be prepared by legal branch after obtaining case files from the concerned branch at least 15 days before date of hearing. c) To provide advice in all cases forwarded by branch In-charge of HQ's branches for advice.	S	DA (HQ) after obtaining approval of the Head of Department.	DA (HQ) after obtaining approval of the concerned JDST.	Full Power
56	Transfer of staff cars/ jeeps of the departmen between depots of Haryana Roadway/HQ	Full Powers	Head of Department	JDST	Full Power
57	Quotation-based Goods and Services up to Rs.: Lakh for branch/ work assigned to him including HREC, Gurugram.		Head of Department	Head of Department	Full Power
58	All traffic branch work excluding cases of irregularities by conductors where station allotment and disciplinary matters are to be finalized, strictly	Full Powers	Head of Department	JDST	Full Powers

		as per the policy.				
59		To approve TA bills of officials of HQ.	Full Powers	Head of Department	JDST	Full Powers
60		Accord permission for undertaking journey beyond jurisdiction in the case of Group 'A' & 'B' officers of the department and 'C' & 'D' employees of HQ and Field Offices.	Full Powers	Head of Department	JDST	Full Powers
61		Countersignature of TA bills of officers of the department except DGST.	Full Powers	Head of Department	JDST	Full Powers
62		Approval of Tour Diary of GMs/TMs or other field officers.	Full Powers	Head of Department	JDST	Full Powers
63		Grant of ACP scale to Group 'C' & 'D' employees of Headquarter, who fulfill all the prescribed requirements	Full Powers	Head of Department	JDST	Full Powers
64		Fixation of Pay of Group 'A' & 'B' departmental officers and Group 'C' & 'D' employees of the Headquarter.	Full Powers	Head of Department	JDST	Full Powers
65	Rule 29 & 66 of HCS (Pay), Rule, 2016 & No.1/13/2016- 1 PR(FD)/ 22489, dated 19.07.2016.	Grant of Annual Increment to Group 'A' & 'B' departmental officers and Group 'C' & 'D' employees of the Headquarter.	Full Powers	Head of Department	JDST	Full Powers
66		Grant of Approval of Salary to Employees engaged through HARTRON and HKRNL of Headquarter.	Full Powers	Head of Department	JDST	Full Powers
67		Issue of domicile certificate/caste certificate and other relevant certificates to Group 'A' & 'B' officers of the department and 'C' & 'D' employees of HQ.	Full Powers	Head of Department	JDST	Full Powers
68		All types of Training programs for all officers/officials of the department.	Full Powers	Head of Department	JDST	Full Powers
69		Sanction of Leave Encashment, G.I.S. and LTC to Group 'A' & 'B' departmental officers and Group 'C' & 'D' employees of the Headquarter.	Full Powers	Head of Department	JDST	Full Powers
70	-	Sanction of Medical Leaves and Earned Leave of all officers/ officials [Group 'B', 'C' & 'D'] of the department, who fulfill all the	Full Powers	Head of Department	JDST	Full Powers

6 1	w.dnemin	prescribed requirements.	no isnoiper alla o	retreuebe	124	
71	SORTRAH	Sanction of Child Care Leave of Group 'B', 'C' & 'D' officers/officials of the department, who fulfill all the prescribed requirements.	Full Powers	Head of Department	JDST	Full Powers
72	TAControlling	Approval of cases of grant of Conveyance Allowance to the Divyang officers/ officials [Group 'A', 'B', 'C' and 'D'] of the department, who fulfill all the prescribed requirements.	Full Powers	Head of Department	JDST	Full Powers
73	ratao Singhi	Administrative Secretaries/ DCs/ SPs meetings and follow up action.	Full Powers	Head of Department	JDST	Full Powers
74	e <del>oun com</del> na, Panenku scen GGST)	All follow-up CO's meetings of the department.	Full Powers	Head of Department	JDST	Full Powers
75	Dandigarh. and necessa ndigarh.	Issuance of NOC/IC for Foregin Trip and for getting passport to Group-C and D of HQ/Field office except Group-A and Group-B Officers	Full Powers	Head of Department	JDST	Full Power
76	Rule 32(4) of HCS (TA) Rules, 2016	To Sanction Conditions for drawl of daily allowance	Upto 15 days	Head of Department	General Manager, Haryana Roadways	Full Power

## B) The Branches are distributed among the Officers, as under:

Name of the Branch of HQ	Controlling Officer / JDST concerned
<ol> <li>Establishment Branch-II</li> <li>Establishment Branch-IV</li> <li>Statistical Branch</li> <li>Store Branch</li> <li>RTI &amp; Ex-gratia Branch</li> <li>Diary Branch</li> </ol>	Shri Rajesh Punia, HCS, Joint Director, State Transport. [JDST-I]
<ol> <li>Establishment Branch-I</li> <li>Establishment Branch-III</li> <li>Land &amp; Building Branch</li> <li>Computer Branch</li> <li>Traffic Branch</li> <li>Nazir Branch</li> </ol>	Shri Dilbag Singh, HCS, Joint Director, State Transport. [JDST-II]

## Note: 1. JDST-I and JDST-II will work/act as Link Officers for each other.

- 2. The Superintendent, Establishment Branch-I and the Superintendent, Establishment Branch-II will work/act as Link Officers to each other.
- 3. The Branch Incharge, Establishment-III and the Branch Incharge, Establishment-IV will work/act as Link Officers to each other.
- 4. The Chief Accounts Officer, Headquarter is, hereby, designated as the Head of Office (HoO) for the official work/purposes being dealt with at the level of Head of Office (HoO) for the office of DGST, Haryana i.e. Headquarter.

- 5. All instructions, directions or guidelines, irrespective of subject matter, which are required to be issued by any branch or section of the Headquarter to the regional office(s) of the department, will be issued only after obtaining the prior approval of the Director General of State Transport.
- All the work related to the salary of HKRN and HARTRON officials and sanction of service extension of HARTRON officials will be disposed-off by the JDST-II.
- 7. All the work/files of all the branches mentioned in the above table will be routed through/disposed-off by the concerned JDST/Controlling Officer of the branch, as the case may be.
- 8. The officers are directed to meticulously use the delegated powers strictly within the ambit of service rules, departmental guidelines and Govt. instructions as issued from time to time.

Dated: Chandigarh, the 6<sup>th</sup> November, 2025

Vinay Pratap Singh, IAS Excise & Taxation Commissioner, Haryana, Panchkula.

[Link Officer: DGST, Haryana]

Endst. No. 9603 - 33 /EA3/E1

Dated, Chandigarh, the 07-11-2025

A copy is forwarded to the following for information and necessary action:-

- 1. Senior Mechanical Engineer, GCW, Haryana, Chandigarh.
- 2. All Officers at Headquarter.
- 3. All General Managers, Haryana Roadways.
- 4. General Manager/DTC, GCW, Karnal/Hisar, DTI Murthal.
- 5. Flying Squad Officer, ISBT, Delhi.
- 6. All Branch In-Charge at Headquarter.
- 7. PS/DGST, PA/JDST-I & PA/JDST-II
- 8. Order File.

Superintendent, Establishment-1 for Director, State Transport, Haryana.