

INFORMATION REGARDING THE PROVISIONS OF SECTION 4(1)
b OF RTI ACT 2005 IS AS UNDER:

(i) The Particulars of Organization, Functions & Duties

a) Organization:

Department of Architecture, Haryana,
Plot No. 1, Sector 33-A, Chandigarh- Pin- 160020.
Telephone & PBX No. 0172-2602062 to 2602065
Fax No. 0172-2602067
Email: cahry@hry.nic.in

b) Functions and duties:-

The Architecture department plays key role in infrastructural needs and building activities of entire State of Haryana. The department is a service department and renders Architectural services to Govt., Semi Govt. and Universities in the state. The Architecture department prepares the design of various building projects at the state level, District Level, Sub Division level, Tehsil level, Sub Tehsil level & even extending to village level & to provide for the infrastructural facilities & requirements at grass root level to uplift the living standard of the public at large in the State of Haryana.

This department designs the building projects for:-

- All Departments of the Government such as Health, Education, Distt. Administration, Judiciary, Transport, prosecution etc.
- Autonomous bodies, Universities such as Maharishi Dayanand University Rohtak, Bhagat Phool Singh Mahila Vishvavidyala at Khanpur Kalan District Sonapat, Deen Bandhu Chhotu Ram University of Science & Technology Murthal, District Sonapat etc.
- Boards & Corporations such as Shri Mata Mansa Devi Shrine Board, Panchkula, Kurukshetra Development Board, Rajya Sainik Board etc.

(ii) The Powers and Duties of Officers and employees:

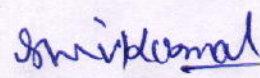
Chief Architect: Chief Architect is the Administrative and Professional/Technical Head of the Department and is responsible for efficient working.

Senior Architect: Senior Architect is the overall in charge of the circle and is responsible to the Chief Architect regarding the Building Design/assistance in all Administrative matters.

Architect: Architect is the incharge, of the Architectural Unit working under his control comprising of Assistant Architect, Architectural Assistant, Senior Draftsman, Junior Draftsman, Assistant Draftsman etc. He is also responsible to get the design/drawings prepared from the staff working under him. Architect also assists the Senior Officers in the technical and other Administrative matters.

Assistant Architect: Assistant Architect's duty is to assist the Architect/Senior Officers in supervising the Technical and other Administrative works as per the directions of the Architect/Senior officers.

Architectural Assistant: Architectural Assistant takes instructions from Architect and Assistant Architect and prepares drawings and also gets the drawings made from other staff members in the group. He puts up the


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drawings to Architect/ Assistant Architect after checking. He is also responsible to get drawings record register maintained as per direction of Architect/Assistant Architect.

Senior Draftsman: Senior Draftsman prepares the working drawings/detail as per the instructions of Architectural Assistant.

Modeller: He prepares models of the building projects as per the drawings prepared by the department.

Junior Draftsman: Junior Draftsman prepares the working drawings/detail as per the instructions of Architectural Assistant.

Assistant Draftsman: Assistant Draftsman prepares/ traces the working drawing/ details etc. as per the instructions of Architectural Assistant.

(iii) The Procedure followed in the decision making process, including Channels of Supervision & Accountability;

A. Technical works: As per the request received from any department for construction of a project, the Department of Architecture asks the Client Department i.e. the Head of the Departments of Government/ Semi Government/ Boards/ Corporations & Universities to send the detailed requirements/ scope of work and site plan of the scheme/ project where the building is to be constructed.

The Proforma for the Architectural charges in case the building is executed by agency other than PWD B&R or a deposit work, is sent to the client department for sending token amount towards departmental charges prior to the preparation of concept plans. The Architectural charges for providing the architectural services are as follows:-

- i) All Boards, Corporation, Autonomous Bodies, Commissions, etc Except Government Department of the state of Haryana @ 2.5% of the cost of building.
- The Architectural drawings are prepared on the basis of scope of work supplied by the client department & is got approved from the client department.
- On receipt of the approval, the drawings are sent to respective departments for preparation of Rough Cost Estimate & administrative approval, thereof & for other Engg. Advices.
- On receipt of advices the working drawings & details are prepared and supplied for execution of the building.
- During execution of the project periodically supervision is carried out by the concerned officers.

B. Accounts Matters: This office has fully fledged Accounts branch headed by Accounts Officer. All accounts matters are scrutinized by the Superintendent (Accounts) & then checked & verified by Accounts Officer & forward the same for the final approval/ financial sanction which is accorded by the Chief Architect.

C. Establishment Matters: All establishment matters are processed in the Establishment Branch headed by Superintendent (Establishment). He/she is responsible for scrutinizing & checking & verifying the establishment matters & putting up on per applicable Rules. The cases are further routed through at the level of Senior Architect/Architect to forward the same for the final approval/ sanction which is accorded by the Chief Architect.

Shri Prakash

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All the cases of pay revision/fixation, pension revision etc are put up for approval of HOD after the proposal is checked and verified by the Accounts Officers, who is the Competent Authority in accounts/financial matter.

(iv) The norms set by it for the discharge of its function:

A. Technical works

The norms for the design of the various building projects set by the Government are as under:

1. Evolving concept/preliminary drawings on receipt of scope of work from client department.
 - i) 1 to 5 lacs 15 days
 - ii) 5 to 15 lacs 30 days
 - iii) 15 to 50 lacs 45 days
 - iv) above 50 lacs 60 days
2. Architectural drawings prepared for structural advice & rough cost estimates on receipt of approval of concept plan from client department.
 - v) 1 to 5 lacs 30 days
 - vi) 5 to 15 lacs 30 days
 - vii) 15 to 50 lacs 45 days
 - viii) above 50 lacs 60 days
3. Working drawings evolved as per structural advice
 - a) 1 to 5 lacs 30 days
 - b) 5 to 15 lacs 30 days
 - c) 15 to 50 lacs 30 days
 - d) above 50 lacs 30 days
4. Architectural details/detailed drawings prepared
 - a) 1 to 5 lacs 45 days
 - b) 5 to 15 lacs 3 months
 - c) 15 to 50 lacs 6 months
 - d) above 50 lacs 9 months

B. Establishment/Account's matters

All Establishment/Account's matters are dealt as per the norms/ instructions issued by Haryana Govt. from time to time and are dealt as per rules laid down in CSR & PFR

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

A. Technical matters: The information is contained in the Citizens Charter.

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B. Establishment & Account's matters: All Establishment/ Account's matters are dealt as per the norms/ instructions issued by Haryana Government from time to time and as per the rules laid down in CSR & PFR

(vi) The statements of categories of documents that are held by it or under its control

A. Technical matters: The drawings of all ongoing projects are handled by the circles. However the correspondence/noting files are kept in the works branch of the office.

B. Establishment & Account's matter: The files of all Establishment & Account's related cases are handled by Establishment/Account's branch respectively.

(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.

The Architecture department is a service department and prepares the drawings & formulates norms in consultation with the Government/Client Department related with the technical works. This department has no direct interface with public.

(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;

Head of the department/ any officer is nominated as member of Council of Architecture and Head of the Department is also ex officio Director of Housing Board, Haryana Tourism Corporation &, Haryana Police Housing Corporation etc.

**(ix) The directory of officers & staff of the department:
(as on 31.12.2024).**

***Note:-** The documents of some of the newly joined employees are under verification/checking & their names have been included provisionally.

Sr. No.	Employee Name with Designation	Address	Phone Number / Extension No.
1.	Sh. Sanjeev Kumar, Chief Architect	Room No. 230, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	(O) 0172-2602066 Ext. 620
2.	Sh. Aman jain, Senior Architect	Room No. 422, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	(O) 0172-2602064 Ext. 305
3.	Sh. Devender Singh, Senior Architect	Room No. 325, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	(O) 0172-2602063 Ext. 645
4.	Sh. Sanjay Ahalwat, Senior Architect	Room No. 423, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	(O) 0172-2602065 Ext. 370
5.	Sh. Vinod Goury, Architect	Room No. 347, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 664
6.	Smt. Shashi Kiran, Architect	Room No. 127, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 292
7.	Sh. Ashutosh Kumar Singh, Architect	Room no 348, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 556
8.	Sh. Farrukh Nadeem, Architect	Room no 329, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 648
9.	Sh. Sanchit Jain, Architect	Room no 434, 2 nd Floor, Nirman Sadan,	Ext. 653

Sh. Sanjeev Kumar
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		Sec- 33A, Chandigarh	
10.	Ms. Ashima Gautam, Architect	Room No. 435, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 556
11.	Ms. Priya Darshani, Architect	Room no 234, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 624
12.	Sh. Abhilash Rawat, Architect	Room no 252, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 641
13.	Sh. Lalit Kumar, Architect	Room no 328, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 647
14.	Sh. Subhash Chander, Asstt. Architect.	Room No.126, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 612
15.	Smt. Sapna Rani, Asstt. Architect.	Room no 342, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 626
16.	Sh. Devender Kumar, A.O	Room no 239, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 188
17.	Sh. Naveen Kumar S.O.	Room No. 248, 1 st Floor, Nirman Sadan, Sec-33A, Chandigarh	Ext. 291
18.	Smt. Anita Gupta, Architectural Assistant	Room no 433, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
19.	Smt. Karuna Arora, Architectural Assistant	Room no 236, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
20.	Smt. Chanda Jain, Architectural Assistant	Room no 330, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
21.	Smt. Punita Gupta, Architectural Assistant	Room No.128, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
22.	Sh. Sunny Verma, Architectural Assistant	Room no 432, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
23.	Ms. Ritu Dalal, Architectural Assistant	Room No.129, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
24.	Sh. Sunil Kumar, Architectural Assistant	Room no 336, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
25.	Smt. Mamta Sharma, Senior Draftsman	Room no 345, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 662
26.	Sh. Kanshi Ram, Senior Draftsman	Room no 330, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
27.	Sh. Subhash Chander-I, Senior Draftsman	Room no 251, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
28.	Sh. Subhash Chander-II, Senior Draftsman	Room no 340, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
29.	Sh. Rishab Malik, Senior Draftsman	Room No. 128, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
30.	Smt. Asha Rani, Senior Draftsman	Room No. 129, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
31.	Smt. Luxmi Devi, Senior Draftsman	Room No. 250, First Floor, Nirman Sadan, Sec- 33A, Chandigarh	
32.	Sh. Sat Naryan, Senior	Room No. 229, 1 st Floor,	

Sm. Indu Mal
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	Draftsman	Nirman Sadan, Sec-33A, Chandigarh	
33.	Sh. Shamsheer Singh, Senior Draftsman	Room no 432, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
34.	Sh. Ram Gopal, Senior Draftsman	Room no 129, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
35.	Smt. Manju Gandhi, Senior Draftsman	Room no 346, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
36.	Smt. Meenu, Senior Draftsman	Room No. 235, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
37.	Smt. Neeraj Madaan, Senior Draftsman	Room No. 250, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
38.	Smt. Sneha Lata, Senior Draftsman/Interior Decorator	Room No. 250, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
39.	Sh. Mohamad Sahbaz, Junior Draftsman	Room No. 236, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
40.	Sh. Rahul Chauhan, Junior Draftsman	Room No. 330, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
41.	Sh. Mohan Lal, Junior Draftsman	Room no 235, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
42.	Smt. Babita, Junior Draftsman	Room no 354, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
43.	Sh. Arun, Junior Draftsman	Room no 128, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
44.	Smt. Bharati, Junior Draftsman		
45.	Sh. Sunil, A.D.	Room no 230, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
46.	Sh. Aladeen, A.D.	Room no 236, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
47.	Sh. Rahul, A.D.	Room No. 129, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
48.	Sh. Prashant Kumar, A.D.	Room no 346, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
49.	Sh. Mohit, A.D.	Room no 345, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
50.	Sh. Narender Kumar, A.D.	Room No. 251, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
51.	Smt. Pooja Rani, A.D.	Room No. 250, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
52.	Sh. Deepak Rawal, A.D.	Room No. 433, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
53.	Sh. Tarsem, A.D	Room no 332, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
54.	Smt. Sunita Devi, A.D	Room No. 235, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
55.	Sh. Tarsem Kumar, A.D	Room no 331, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 650

Sh. Tarsem

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56.	Ms. Kalpana, A.D	Room no 432, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 674
57.	Smt. Nisha Rani, A.D	Room No. 235, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
58.	Smt. Suman Rani, Supdt.	Room No. 246, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 117
59.	Sh. Shiv Kumar Gulia, Supdt.	Room No. 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 601
60.	Sh. Deepak, Asstt.	Room no 245, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
61.	Smt. Amita Rani, Asstt.	Room No. 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
62.	Sh. Satish Kumar, Assistant	Room No. 123 Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
63.	Sh. Anil Kumar, Assistant	Room No. 335, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 307
64.	Smt. Krishna Devi, Sr. Scale Stenographer	Room No. 231, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 601
65.	Smt. Sunita Chhikara, Jr. Scale Stenographer	Room no 421, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 666
66.	Sh. Sunil, Jr. Scale Stenographer	Room no 421, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 666
67.	Smt. Kiran Bala, Jr. Scale Stenographer	Room no 432, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 644
68.	Sh. Mohit, Jr. Scale Stenographer	Room No. 231, 1 st Floor Nirman Sadan, Sec- 33A, Chandigarh	Ext. 621
69.	Sh. Sunil Singh, Clerk	Room No. 247, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 667
70.	Smt. Komal , Clerk	Room No. 123 Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 606
71.	Sh. Pankaj Panchal, Clerk		On Deputation FMDA
72.	Sh. Sukhi Ram, Clerk	Room no 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 601
73.	Smt. Nisha Rani, Clerk	Room No. 247, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 667
74.	Smt. Babita Sharama, Clerk	Room no 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 601
75.	Sh. Vinay Kumar, Clerk	Room No. 245, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
76.	Sh. Mohit Bakshi, Driver	Room No. 434, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
77.	Sh. Ajay kumar, Driver	Room No. 231, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	<i>Sh. Mohit</i>
78.	Sh. Jai Parkash, peon	Room no 435, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	SUPERINTENDENT (ESTT.) DEPTT. OF ARCHITECTURE, HARYANA, CHANDIGARH.
79.	Sh. Rakesh Kumar, Peon	Room No. 123, Ground	

		Floor, Nirman Sadan, Sec- 33A, Chandigarh	
80.	Sh. Sandeep Kumar, Peon	Room No. 230, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
81.	Ms. Priyanka, Peon	Room no 324, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
82.	Ms. Pooja , Peon	Room no 435, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
83.	Sh. Dharmvir Singh, Peon	Room no 230, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
84.	Sh. Aditya, Peon	Room no 238, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
85.	Sh. Ashwani Kumar, Peon	Room No. 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
86.	Sh. Harsh Singla, Peon	Room no 423, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
87.	Ms. Manisha, Peon	Room No. 127, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
88.	Sh. Nitesh, Peon	Room no 246, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
89.	Sh. Nitesh Kumar, Peon	Room no 246, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
90.	Smt. Pinki, Peon	Room no 434, 3 rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
91.	Ms. Sarla Devi, Peon	Room No. 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
92.	Ms. Vandana Giri, Peon	Room no 329, 2 nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	

Directory of Staff on Contract Basis:-

Sr. No.	Employee Name with Designation	Address	Phone Number / Extension No.
1.	Mr. Nitish Seth, Assistant Architect	Room no 334, 2 nd Floor, Nirman Sadan, Sec- 33 A, Chandigarh	
2.	Ms. Monika, A.D	Room No. 433, 1 st Floor, Nirman Sadan, Sec- 33 A, Chandigarh	Ext. 675
3.	Mr. Krishan Kumar, A.D.	Room no 346, 2 nd Floor, Nirman Sadan, Sec- 33 A, Chandigarh	
4.	Mr. Tarvinder Singh, A.D	Room no 330, 2 nd Floor, Nirman Sadan, Sec- 33 A, Chandigarh	Ext. 649
5.	Ms. Astha Gupta, A.D	Room no 129, Ground Floor, Nirman Sadan, Sec- 33 A, Chandigarh	Ext. 615
6.	Ms. Upjeet Kaur , A.D	Room no 250, 2 nd Floor, Nirman Sadan, Sec- 33 A, Chandigarh	<i>sonu kumar</i>
7.	Ms. Sakshi I, A.D	Room no 331, 2 nd Floor, Nirman Sadan, Sec- 33 A, Chandigarh	Ext. 650
8.	Mr. Sonu, A.D	Room no 235, 1 st Floor, Nirman Sadan,	

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		Sec- 33 A, Chandigarh	
9.	Ms. Seema Sharma, A.D	Room No. 251, First Floor, Nirman Sadan, Sec- 33 A, Chandigarh	
10.	Ms. Deepika , A.D	Room No. 251, First Floor, Nirman Sadan, Sec- 33 A, Chandigarh	
11.	Mrs. Rupinder Kaur, A.D.	Room no 433, 3 rd Floor, Nirman Sadan, Sec- 33 A, Chandigarh	Ext. 675
12.	Ms. Priya, A.D	Room no 345, 2 st Floor, Nirman Sadan, Sec- 33 A, Chandigarh	
13.	Ms. Srishti, A.D	Room no 330, 2 nd Floor, Nirman Sadan, Sec- 33 A, Chandigarh	
14.	Mr. Angat Nath, Junior Programmer	Room No. 123 Ground Floor (Estt Branch) Nirman Sadan, Sec-33 A, Chandigarh	Ext. 601
15.	Smt. Kusum , Net Asstt.	Room no 229, 1 st Floor, Nirman Sadan, Sec- 33 A, Chandigarh	Ext. 623

(x) The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations:

The monthly remuneration received by each of the officers and employees including the system of compensation as provided in its regulations Salary month of Oct-2024:

TECHNICAL

Sr. No.	Name of Post	Pay Level	Pay Range	Special Pay, if any
1.	Chief Architect	19	128900-219600	--
2.	Senior Architect	14	123100-209600	---
3.	Architect	11	67700-191000	--
4.	Assistant Architect	9	53100-167800	--
5.	Architectural Assistant	6	35400-112400	100
6.	Senior Draftsman	6	35400-112400	
7.	Senior Draftsman (Modeller)	6	35400-112400	
8.	Senior Draftsman (Interior Decorator)	6	35400-112400	
9.	Junior Draftsman	6	35400-112400	
10.	Assistant Draftsman	6	35400-112400	
	Total			

MINISTERIAL

11.	Accounts officer	9	53100-167800	
12.	Superintendent	7	44900-142400	
13.	Private Secretary	7	44900-142400	
14.	Section Officer	7	44900-142400	100
15.	Assistant	6	35400-112400	
16.	Senior Scale Stenographer	6	35400-112400	
17.	Junior Scale Stenographer	4	25500-81100	

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18.	Steno-typist	3	21700-69100	100
19.	Clerk	3	21700-69100	
20.	Driver	4	25500-81100	200
21.	Peon	DL	16900-53500	
	Total			
	Grand Total			

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

This information is not applicable being a service department.

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

This information is not applicable being a service department.

- (xiii) **The particulars of recipients of concessions, permits or authorizations granted by it;**

This information is not applicable being a service department.

- (xiv) **Detail in respect of the information available to or held by it, reduced in an electronic form;**

Currently most of the drawings are being prepared on computers and bear copy right of the Department and can only be issued on the instruction of the Govt. Manual drawings have not yet been produced in electronic form. Some standard drawings/designs and general information of the department is being provided on the web site also.

- (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;**

Any citizens of India can seek information by making a proper application along with the requisite fees under Right to Information Act, 2005 during office hours. A library having reference books is being maintained by this Department for use by its officers/ staff & not for public use.

- (xvi) **The names, designations and other particulars of the Public; Information Officers:-**

1. Sh. Sanjeev Kumar, Chief Architect-First Appellate Authority.
Room No. 230, First Floor Tel. No. 2602066.
2. Smt. Shashi Kiran, Architect/State Public Information Officer.
Room No. 252, Ground Floor, Tel. No. 2602066.

- (xvii) **Such other information as may be prescribed, and thereafter update these publications every year;**

Annual Administrative Report is published by the department annually and the same is uploaded on the website of the department, name of the departmental website is architecturehry.gov.in An officer is also deputed for uploading/updating the information on website periodically.

Sh. Sanjeev Kumar

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