

**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 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

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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.

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.**

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

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 30.06.2026).

Sr. No.	Employee Name with Designation	Address	Phone Number / Extension No.
1.	Sh. Sanjeev Kumar, Chief Architect	Room No. 230, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	(O) 0172-2602066 Ext. 620
2.	Sh. Aman Jain, Senior Architect	Room No. 422, 3rd Floor, Nirman Sadan, Sector 33-A, Chandigarh	(O) 0172-2602064 Ext. 305
3.	Sh. Sanjay Ahlawat, Senior Architect	Room No. 423, 3rd Floor, Nirman Sadan, Sector 33-A, Chandigarh	(O) 0172-2602065 Ext. 645
4.	Sh. Vinod Goury, Senior Architect	Room No. 326, 2NDFloor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 663

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5.	Smt. Shashi Kiran, Architect	Room No. 127, Ground Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 292
6.	Sh. Ashutosh Kumar Singh, Architect	Room No. 348, 2nd Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 556
7.	Sh. Farrukh Nadeem, Architect	Room No. 329, 2nd Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 664
8.	Sh. Sanchit Jain, Architect	Room No. 434, 3rd Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 676
9.	Ms. Ashima Gautam, Architect	Room No. 435, 3rd Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 677
10.	Ms. Priya Darshani, Architect	Room No. 234, 2nd Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 624
11.	Sh. Abhilash Rawat, Architect	Room No. 252, 1st Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 641
12.	Sh. Lalit Kumar, Architect	Room No. 328, 2nd Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 647
13.	Smt. Sapna Rani, Assistant Architect	Room No. 238, 1st Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 626
14.	Ms. Ayushi Dongre, Assistant Architect	Room No. 233, 1st Floor, Nirman Sadan, Sector 33-A, Chandigarh	
15.	Ms. Ishika, Assistant Architect	Room No. 329, 2nd Floor, Nirman Sadan, Sector 33-A, Chandigarh	
16.	Sh. Praveen, Assistant Architect	Room No. 253, 1st Floor, Nirman Sadan, Sector 33-A, Chandigarh	
17.	Ms. Meena, Assistant Architect	Room No. 428, 3rd Floor, Nirman Sadan, Sector 33-A, Chandigarh	
18.	Sh. Gajender Kumar Sharma, Assistant Architect	Room No. 126, Ground Floor, Nirman Sadan, Sector 33-A, Chandigarh	
19.	Sh. Devender Kumar, Accounts Officer	Room No. 239, 1st Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 188
20.	Smt. Suman Rani, Superintendent	Room No. 246, 1st Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 117

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21.	Sh. Shiv Kumar Gulia, Superintendent	Room No. 123, Ground Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 601
22.	Smt. Veena Kumari, Private Secretary (Deputation)	Room No. 231, 1st Floor, Nirman Sadan, Sector 33-A, Chandigarh	Ext. 621
23.	Smt. Anita Gupta, Architectural Assistant	Room no 433, 3rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
24.	Smt. Karuna Arora, Architectural Assistant	Room no 236, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
25.	Smt. Chanda Jain, Architectural Assistant	Room no 330, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
26.	Smt. Punita Gupta, Architectural Assistant	Room No.251, 1 st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
27.	Sh. Sunny Verma, Architectural Assistant	Room no 432, 3rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
28.	Ms. Ritu Dalal, Architectural Assistant	Room no 129, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
29.	Sh. Sunil Kumar, Architectural Assistant	Room no 330, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
30.	Smt. Mamta Sharma, Architectural Assistant	Room no 345, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
31.	Sh. Subhash Chander, Senior Draftsman.	Room no 340, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
32.	Sh. Rishab Malik, Senior Draftsman.	Room No. 128, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
33.	Smt. Asha Rani, Senior Draftsman.	Room No. 129, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
34.	Smt. Luxmi Devi, Senior Draftsman.	Room No. 250, First Floor, Nirman Sadan, Sec- 33A, Chandigarh	
35.	Sh. Shamsheer Singh, Senior Draftsman.	Room no 346, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
36.	Smt. Manju Gandhi, Senior Draftsman.	Room no 432, 3rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
37.	Smt. Meenu, Senior Draftsman.	Room No. 235, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
38.	Smt. Neeraj Madaan, Senior Draftsman.	Room No. 250, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
39.	Smt. Sneha Lata, Senior Draftsman/ Interior Decorator	Room No. 346, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
40.	Sh. Mohd. Sahbaz, Junior Draftsman	Room No. 236, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
41.	Sh. Rahul Chauhan, Junior Draftsman	Room no 432, 3rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	


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42.	Sh. Mohan Lal, Junior Draftsman	Room No. 235, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
43.	Smt. Babita, Junior Draftsman	Room No. 354, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
44.	Sh. Arun, Junior Draftsman	Room No. 128, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
45.	Smt. Bharti, Junior Draftsman	Room No. 346, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
46.	Sh. Sunil, Assistant Draftsman	Room No. 128, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
47.	Sh. Aladeen, Assistant Draftsman	Room no 236, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
48.	Sh. Rahul, Assistant Draftsman	Room No. 129, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
49.	Sh. Prashant Kumar, Assistant Draftsman	Room no 346, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
50.	Smt. Nisha Rani, Assistant Draftsman	Room No. 331, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
51.	Sh. Mohit, Assistant Draftsman	Room no 345, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
52.	Sh. Narender Kumar, Assistant Draftsman	Room No. 251, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
53.	Smt. Pooja Rani, Assistant Draftsman	Room No. 250, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
54.	Sh. Deepak Rawal, Assistant Draftsman	Room No. 433, 3rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
55.	Sh. Tarsem, Assistant Draftsman	Room no 250, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
56.	Smt. Sunita Devi, Assistant Draftsman	Room No. 235, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
57.	Sh. Tarsem Kumar, Assistant Draftsman	Room no 331, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
58.	Ms. Kalpana, Assistant Draftsman	Room no 236, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
59.	Sh. Deepak, Assistant	Room No. 123 Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 606
60.	Sh. Sunil Singh, Assistant	Room No. 247, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
61.	Sh. Anil Kumar, Assistant	Room No. 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 606
62.	Sh. Pankaj Panchal, Assistant	Deputed to OSD to CM (Sh. Virender Singh)	
63.	Smt. Komal, Assistant	Room No. 123 Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 606

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64.	Sh. Satish Kumar, Assistant	Room No. 335, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 307
65.	Smt. Krishna Devi, Sr. Scale Stenographer	Room No. 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 606
66.	Smt. Sunita Chhikara, Jr. Scale Stenographer	Room no 421, 3rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 666
67.	Sh. Sunil, Jr. Scale Stenographer	Room no 421, 3rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 666
68.	Smt. Kiran Bala, Jr. Scale Stenographer	Room no 324, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 644
69.	Sh. Mohit, Jr. Scale Stenographer	Room No. 231, 1st Floor Nirman Sadan, Sec- 33A, Chandigarh	Ext. 621
70.	Sh. Sukhi Ram, Clerk	Room no 245, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
71.	Smt. Nisha Rani, Clerk	Room No. 247, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
72.	Smt. Babita Sharama, Clerk	Room No. 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	Ext. 601
73.	Sh. Mohit Bakshi, Driver		
74.	Sh. Ajay kumar, Driver		
75.	Sh. Rakesh Kumar, Peon	Room No. 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
76.	Sh. Sandeep Kumar, Peon	Room No. 230, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
77.	Ms. Priyanka, Peon	Room no 324, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
78.	Ms. Pooja, Peon	Room no 334, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
79.	Sh. Dharmvir Singh, Peon	Room No. 123, Ground Floor, Nirman Sadan, Sec- 33A, Chandigarh	
80.	Sh. Aditya, Peon	Room no 238, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
81.	Sh. Ashwani Kumar, Peon	Room No. 328, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
82.	Sh. Harsh Singla, Peon	Room No. 348, 2nd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
83.	Sh. Nitesh, Peon	Room No. 422, 3rd Floor, Nirman Sadan, Sec- 33A, Chandigarh	
84.	Sh. Nitesh Kumar, Peon	Room no 239, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	
85.	Smt. Pinki, Peon	Room No. 246, 1st Floor, Nirman Sadan, Sec- 33A, Chandigarh	

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86.	Ms.Sarla Devi, Peon	Room No. 126,Ground Floor, NirmanSadan, Sec- 33A, Chandigarh	
87.	Ms.Vandana Giri, Peon	Room No.423,3rdFloor, NirmanSadan, Sec- 33A, Chandigarh	
88.	Mr. Bobby, Peon	Room No. 230,1st Floor, NirmanSadan, Sec- 33A, Chandigarh	
89.	Monu, Peon	Room No. 434,435,3rdFloor, NirmanSadan, Sec- 33A, Chandigarh	
90.	Mr.Vikas, Peon	Room No. 123,Ground Floor, NirmanSadan, Sec- 33A, Chandigarh	
91.	Ms.Peam Singh, Peon	Room No. 127,Ground Floor, NirmanSadan, Sec- 33A, Chandigarh	
92.	Sh. Virender Kumar, peon	Room No. 230,1st Floor, NirmanSadan, 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	
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, 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	
15.	Smt. Kusum , Net Asstt.	Room no 229, 1 st Floor, Nirman Sadan, Sec- 33 A, Chandigarh	

(x) The Pay Scale of each of its officers and employees including the system of compensation as provided in its regulations:

The Pay Scale of each of the officers and employees including the system of compensation as provided in its regulations Salary month of June-2026:-

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	--

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

(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;

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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.
3. Sh. Parveen, Assistant Architect/ Assistant State Public Information Officer.
Room No. 253, 1st Floor, Nirman Sadan, Sector 33-A, Chandigarh

(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 architectural.gov.in An officer is also deputed for uploading/updating the information on website periodically.

Suman Kaur
SUPERINTENDENT (ESTT.)
DEPTT. OF ARCHITECTURE,
HARYANA, CHANDIGARH.