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**PUNJAB URBAN PLANNING AND DEVELOPMENT  
AUTHORITY  
PUDA BHAWAN, SECTOR-62, MOHALI  
(Admn Wing)**

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**OFFICE ORDER**

In pursuance of the decision of the Authority vide item No. Special-2 taken in the 41<sup>st</sup> meeting held on 16-04-2010 and in exercise of the powers conferred by Section 182 of Punjab Regional and Town Planning and Development Act, 1995 (Punjab Act No. 11, 1995), the following Committees are reconstituted of the Punjab Urban Planning and Development Authority (committee & Conduct of Business) Regulation 1996 issued vide no. PUDA-Admn-EA4/96/21021 dated 6.6.1996 and amended from time to time:-

**1) Finance & Accounts Committee:**

The Finance & Accounts Committee shall consist of:-

- i) Secretary to Govt. of Punjab  
Department of Housing & Urban Dev. -Chairman
- ii) Secretary to Govt. of Punjab  
Department of Finance or his representative -Member
- iii) Chief Administrator, PUDA -Member/  
Convenor

The Committee shall discharge following functions namely:-

- Scrutiny of budget proposals and annual statements of accounts including balance sheet and to make recommendations thereupon before the same are presented to the authority for approval.
- Determining prices and policies for disposal of land/plots/houses provided that the same shall be placed for the formal approval of the Executive Committee. /
- Allotment of land to various institutions that may be specifically indicated in accordance with the policy decision of the authority provided that the same shall be placed for the former approval of the Executive Committee.
- Discharge any other functions, which the authority or Executive Committee may specifically assign.

**2) Planning & Design Committee:**

The Planning & Design Committee shall consist of:-

- i) Secretary to Govt. of Punjab  
Department of Housing & Urban Development -Chairman
- ii) Secretary to Govt. of Punjab  
Department of Local Govt. or his representative - Member

- |      |                                       |                       |
|------|---------------------------------------|-----------------------|
| iii) | Chief Administrator, PUDA             | - Member/<br>Convenor |
| iv)  | Chief Town & Country Planning, Punjab | - Member              |
| v)   | Chief Architect, Punjab               | -Member               |

The Committee shall discharge following functions namely:-

- Scrutinize proposals for declaring planning areas and preparation of regional plans, master plans and town developments schemes under the Act and the Rules and regulations made thereunder to be recommended to the authority for necessary approval.
- Scrutiny of layout plans for sectors and sub-sectors.
- Discharge any other function that the authority or the Executive Committee may specifically assign.

### 3) Executive Committee:

The Executive Committee shall consist of:-

- |      |  |                       |
|------|--|-----------------------|
| i)   | Chief Secretary to Govt. of Punjab     | - Chairman            |
| ii)  | Principal Secretary to CM, Punjab      | -Member               |
| iii) | Principal Secretary, Finance, Punjab   | -Member               |
| iv)  | Principal Secretary Local Govt. Punjab | -Member               |
| v)   | Secretary Housing & Urban Dev. Pb.     | -Member               |
| vi)  | Chief Town Planner, Punjab             | -Member               |
| vii) | Chief Administrator, PUDA              | -Member/<br>Secretary |

The Committee shall discharge following functions namely:-

- The constitutions of Executive Committee shall be to secure efficient discharge of the functions of PUDA. The Executive Committee will exercise all the powers of PUDA including the functions as specified below and decisions taken in the Executive Committee shall be placed in the next meeting of the Authority for ratification.
- To approve the selection of Urban Estates development of areas and new township.
- To approve housing projects and other projects for development of land in urban estates development of areas and new township and other urban development programme.
- Selection of public/private sector collaborators.

This issues with the approval of Hon'ble Chief Minister,  
Punjab-cum- Chairman, PUDA.

Dated, SAS Nagar  
31-08-2010

Sarvjit Singh, IAS  
Chief Administrator

Endst. No. PUDA-Admn-EA-1-2010/ 21255-330 Dated:- 7-9-2010

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

1. Chief Administrator, PUDA/ GMADA/ GLADA/ JDA/ BDA/  
ADA/ PDA.
2. Addl. Chief Administrators (HQ/Policy/F&A/Proj.), PUDA.
3. Senior Accounts Officer, PUDA, Mohali.
4. Chief Engineer, PUDA, Mohali.
5. Sr. Architect, PUDA, Mohali.
6. Senior Town Planner, PUDA, Mohali.
7. All Establishment Officers, PUDA.
8. All Branches in Head Offices, PUDA, Mohali.

Administrative Officer (Admn)  
For Chief Administrator.

Endst. No. PUDA-Admn-EA-1-2010/ 21331-35 Dated:- 7-9-2010

A copy of the above is forwarded to the following for  
information:-

1. Chief Secretary, Punjab, Chandigarh.
2. Principal Secretary to Chief Minister, Punjab.
3. Principal Secretary to Government, Punjab Department of  
Finance, Chandigarh.
4. Principal Secretary to Government, Punjab Department of  
Local Government.
5. Secy. to Govt., Punjab, Deptt. of Housing and Urban  
Development, Chandigarh.

Administrative Officer (Admn)  
For Chief Administrator.

Endst. No. PUDA-Admn-EA-1-2010/ 21336-38 Dated:- 7-9-2010

A copy of the above is forwarded to the following for  
information:-

1. Chief Town and Country Planning, Punjab, Chandigarh.
2. Chief Town Planner, Punjab, Chandigarh.
3. Chief Architect, Punjab, Chandigarh.

Administrative Officer (Admn)  
For Chief Administrator.

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ,

ਪੁੱਡਾ ਭਵਨ, ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ ਨਗਰ।

(ਅਮਲਾ ਸਾਖਾ)

ਦਫਤਰੀ ਹੁਕਮ

ਇਸ ਦਫਤਰ ਦੇ ਹੁਕਮ ਮਿਤੀ 31-08-2010 ਜੋ ਪਿੱਠ ਅੰਕਣ ਨੰ: PUDA-Admn-  
EA-1-2010-21255-330 ਮਿਤੀ 07-09-2010 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ, ਵਿੱਚ ਦਰਸਾਈ  
ਵਿੱਤ ਤੇ ਲੇਖਾ ਕਮੇਟੀ ਦੇ ਕੰਮਕਾਜ ਸਬੰਧੀ ਮੱਦਾਂ ਵਿੱਚ ਅੰਸ਼ਿਕ ਸੋਧ ਕਰਦੇ ਹੋਏ ਪਹਿਲਾਂ ਨਿਰਧਾਰਤ  
ਮੱਦ ਜਿਸ ਵਿੱਚ Determining prices and policies for disposal of land/ plots/  
houses provided that the same shall be placed for the formal approval  
of the Executive Committee. ਦੀ ਥਾਂ ਤੇ Determining prices and policies for  
disposal of land/ plots/ houses/sale provided that the same shall be  
placed for the formal approval of the Executive Committee. ਪੜ੍ਹਿਆ ਜਾਵੇ।

— ਇਹ ਹੁਕਮ ਮਾਨਯੋਗ ਮੁੱਖ ਮੰਤਰੀ, ਪੰਜਾਬ-ਕਮ-ਚੇਅਰਮੈਨ, ਪੁੱਡਾ ਜੀ ਦੀ ਪੂਰਵ ਪ੍ਰਵਾਨਗੀ  
ਮਾਲ ਜਾਰੀ ਕੀਤੇ ਜਾਂਦੇ ਹਨ।

ਐਸ.ਏ.ਐਸ ਨਗਰ  
ਮਿਤੀ 18-09-2016

ਮਨਵੇਜ਼ ਸਿੰਘ ਸਿੱਧੂ, ਆਈ.ਏ.ਐਸ  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਅਸ-1/2016/ 28 805-50 ਮਿਤੀ: 30/12/16

ਉਪਰੋਕਤ ਦਾ ਇੱਕ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ  
ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

- 1) ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ ਸਮੂਹ ਅਥਾਰਟੀਜ।
- 2) ਵਧੀਕ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਮੁੱ:ਦ: /ਵਿੱਤ ਤੇ ਲੇਖਾ), ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
- 3) ਮੁੱਖ ਇੰਜੀਨੀਅਰ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ/ਗਲਾਡਾ ਲੁਧਿਆਣਾ/ ਜੇ.ਡੀ.ਏ, ਜਲੰਧਰ/  
ਏ.ਡੀ.ਏ., ਅਮ੍ਰਿਤਸਰ।
- 4) ਮੁੱਖ ਲੇਖਾ ਅਫਸਰ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
- 5) ਸੀਨੀਅਰ ਆਰਕੀਟੈਕਟ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
- 6) ਸੀਨੀਅਰ ਟਾਊਨ ਪਲੈਨਰ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
- 7) ਸਮੂਹ ਅਮਲਾ ਅਫਸਰ, ਪੁੱਡਾ
- 8) ਸਮੂਹ ਬਰਾਂਚਾਂ ਦੇ ਮੁੱਖ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।

ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

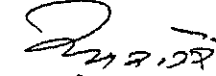
PTO

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਅਸ-1/2016/

ਮਿਤੀ:

ਉਪਰੋਕਤ ਦਾ ਇੱਕ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

- 1) ਮੁੱਖ ਸਕੱਤਰ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 2) ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਮਾਨਯੋਗ ਮੁੱਖ ਮੰਤਰੀ, ਪੰਜਾਬ।
- 3) ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਵਿੱਤ ਵਿਭਾਗ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 4) ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਸਥਾਨਕ ਸਰਕਾਰ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 5) ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਮਕਾਨ ਉਸਾਰੀ ਤੇ ਸ਼ਹਿਰੀ ਵਿਕਾਸ ਵਿਭਾਗ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

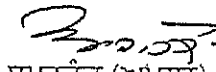
  
ਸੁਪਰਡੰਟ (ਅਮਲਾ)  
ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਅਸ-1/2016/

ਮਿਤੀ:

ਉਪਰੋਕਤ ਦਾ ਇੱਕ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

- 1) ਚੀਫ ਟਾਊਨ ਐਂਡ ਕੰਟਰੀ ਪਲੈਨਿੰਗ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 2) ਮੁੱਖ ਨਗਰ ਯੋਜਨਾਕਾਰ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 3) ਮੁੱਖ ਆਰਕੀਟੈਕਟ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

  
ਸੁਪਰਡੰਟ (ਅਮਲਾ)  
ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ,  
ਪੁੱਡਾ ਭਵਨ, ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ ਨਗਰ।  
(ਅਮਲਾ ਸਾਖਾ)

ਦਫਤਰੀ ਹੁਕਮ

ਇਸ ਦਫਤਰ ਦੇ ਹੁਕਮ ਮਿਤੀ 31-08-2010 ਜੋ ਪਿੱਠ ਐਂਕਣ ਨੰ: PUDA-Admn-  
EA-1-2010-21255-330 ਮਿਤੀ 07-09-2010 ਅਤੇ ਦਫਤਰ ਦੇ ਹੁਕਮ ਮਿਤੀ  
18-09-2016 ਜੋ ਪਿੱਠ ਐਂਕਣ ਨੰ: PUDA-Admn-EA-1-2016/28805-50 ਮਿਤੀ  
30-12-2016 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ, ਵਿੱਚ ਦਰਸਾਈ ਵਿੱਤ ਤੇ ਲੇਖਾ ਕਮੇਟੀ ਦੇ ਕੰਮਕਾਜ  
ਸਬੰਧੀ ਮੱਦਾਂ ਵਿੱਚ ਅੰਸ਼ਿਕ ਸੋਧ ਕਰਦੇ ਹੋਏ ਪਹਿਲਾਂ ਨਿਰਧਾਰਤ ਮੱਦ ਜਿਸ ਵਿੱਚ

"Determining prices and policies for disposal of land/ plots/  
houses provided that the same shall be placed for the formal  
approval of the Executive Committee"

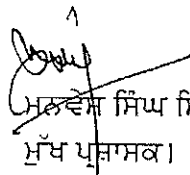
ਦੀ ਥਾਂ ਤੇ

"Determining prices for disposal of land/ plots/ houses  
provided ex-post facto approval of the same shall be taken  
from the Executive Committee"

ਪੜ੍ਹਿਆ ਜਾਵੇ।

ਇਹ ਹੁਕਮ ਮਾਨਯੋਗ ਮੁੱਖ ਮੰਤਰੀ; ਪੰਜਾਬ-ਕਮ-ਚੇਅਰਮੈਨ, ਪੁੱਡਾ ਜੀ ਦੀ ਪੂਰਵ ਪ੍ਰਵਾਨਗੀ  
ਨਾਲ ਜਾਰੀ ਕੀਤੇ ਜਾਂਦੇ ਹਨ।

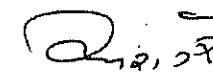
ਐਸ.ਏ.ਐਸ ਨਗਰ  
ਮਿਤੀ 16-3-2017

  
ਮੁਲਵੰਸ ਸਿੰਘ ਸਿੱਧੂ, ਆਈ.ਏ.ਐਸ.  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਐਂਕਣ ਨੰ: ਪੁੱਡਾ-ਅਸ-1/2017/ 9607-52 ਮਿਤੀ: 31/4/17

ਉਪਰੋਕਤ ਦਾ ਇੱਕ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਚਿੱਤ  
ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

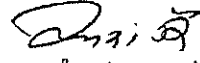
- 1) ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ ਸਮੂਹ ਅਥਾਰਟੀਜ਼।
- 2) ਵਧੀਕ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਮੁੱਦ: /ਵਿੱਤ ਤੇ ਲੇਖਾ), ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
- 3) ਮੁੱਖ ਇੰਜੀਨੀਅਰ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ/ਗਲਾਡਾ ਲੁਧਿਆਣਾ/ ਜੇ.ਡੀ.ਏ, ਜਲੰਧਰ/  
ਏ.ਡੀ.ਏ., ਅਮਿਤਸਰ।
- 4) ਮੁੱਖ ਲੇਖਾ ਅਫਸਰ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
- 5) ਸੀਨੀਅਰ ਆਰਕੀਟੈਕਟ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
- 6) ਸੀਨੀਅਰ ਟਾਊਨ ਪਲੈਨਰ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
- 7) ਸਮੂਹ ਅਮਲਾ ਅਫਸਰ, ਪੁੱਡਾ
- 8) ਸਮੂਹ ਬਰਾਂਚਾਂ ਦੇ ਮੁੱਖ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।


  
ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)  
ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਛਾ-ਅਸ-1/2017/ 9607-52 ਸਿਤੀ: 3/4/17

ਉਪਰੋਕਤ ਦਾ ਇੱਕ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

- 1) ਮੁੱਖ ਸਕੱਤਰ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 2) ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਮਾਨਯੋਗ ਮੁੱਖ ਮੰਤਰੀ, ਪੰਜਾਬ।
- 3) ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਵਿੱਤ ਵਿਭਾਗ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 4) ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਸਥਾਨਕ ਸਰਕਾਰ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 5) ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਮਕਾਨ ਉਸਾਰੀ ਤੇ ਸ਼ਹਿਰੀ ਵਿਕਾਸ ਵਿਭਾਗ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।


  
ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)


ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ। 

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਛਾ-ਅਸ-1/2017/ 9607-52 ਸਿਤੀ: 3/4/17

ਉਪਰੋਕਤ ਦਾ ਇੱਕ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

- 1) ਚੀਫ ਟਾਊਨ ਐਂਡ ਕੰਟਰੀ ਪਲੈਨਿੰਗ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 2) ਮੁੱਖ ਨਗਰ ਯੋਜਨਾਕਾਰ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 3) ਮੁੱਖ ਆਰਕੀਟੈਕਟ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

  
ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ। 

## ਪੰਜਾਬ ਸਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਿਟੀ

ਪੁੱਡਾ ਭਵਨ, ਸੈਕਟਰ 62, ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ 160062

(ਅਮਲਾ ਸਾਖਾ)

ਦਫਤਰੀ ਹੁਕਮ

ਦਫਤਰੀ ਹੁਕਮ ਮਿਤੀ 31-8-2010, ਜੋ ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰਸ਼ਾਸਨ-ਅਸ-1-2010/21253-330 ਮਿਤੀ 7-9-2010 ਰਾਹੀਂ ਜਾਰੀ ਹੋਏ ਦੀ ਲਗਾਤਾਰਤਾ ਵਿੱਚ ਪੁੱਡਾ ਦੀ ਗਠਿਤ ਕੀਤੀ ਗਈ ਵਿੱਤ ਅਤੇ ਲੇਖਾ ਕਮੇਟੀ ਦੀ ਬਣਤਰ ਵਿੱਚ ਵਧੀਕ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਵਿੱਤ ਤੇ ਲੇਖਾ), ਪੁੱਡਾ ਨੂੰ ਬਤੌਰ ਸਪੈਸ਼ਲ ਇਨਵਾਈਟੀ ਸ਼ਾਮਿਲ ਕੀਤਾ ਜਾਂਦਾ ਹੈ।

ਇਹ ਹੁਕਮ ਸਮਰੱਥ ਅਧਿਕਾਰੀ ਦੀ ਪੂਰਵ ਪ੍ਰਵਾਨਗੀ ਨਾਲ ਜਾਰੀ ਕੀਤੇ ਜਾਂਦੇ ਹਨ।

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ ਨਗਰ  
-2017

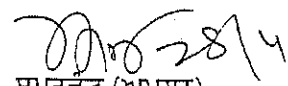
ਰਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2017/ 10546-77

ਮਿਤੀ: 28/4/17

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾਂ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ ਜੀ:-

- 1) ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ/ਗਮਾਡਾ, ਗਲਾਡਾ, ਜੇ.ਡੀ.ਏ/ਬੀ.ਡੀ.ਏ/ਏ.ਡੀ.ਏ/ਪੀ.ਡੀ.ਏ।
- 2) ਵਧੀਕ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, (ਮੁ:ਦ:) ਅਤੇ (ਵਿੱਤ ਤੇ ਲੇਖਾ), ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ
- 3) ਮੁੱਖ ਲੇਖਾ ਅਫਸਰ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
- 4) ਸਮੂਹ ਬਰਾਂਚਾਂ ਦੇ ਮੁੱਖੀ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।

  
ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

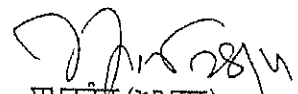
ੴ ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2017/ 10546-77

ਮਿਤੀ: 28/4/17

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾਂ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ ਜੀ:-

- 1) ਵਧੀਕ ਮੁੱਖ ਸਕੱਤਰ, ਵਿੱਤ ਵਿਭਾਗ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 2) ਵਧੀਕ ਮੁੱਖ ਸਕੱਤਰ, ਮਕਾਨ ਉਸਾਰੀ ਤੇ ਸਹਿਰੀ ਵਿਕਾਸ ਵਿਭਾਗ, ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

  
ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ੴ ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।



## **PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY**

PUDA BHAWAN, SECTOR 62, S.A.S NAGAR  
(ADMINISTRATION BRANCH)

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### **OFFICE ORDER**

In pursuance of the decision of the Authority taken in its 60<sup>th</sup> meeting held on 01-04-2021 vide item No. 60.11, the qualification and experience for promotion to the post of Senior Assistant is amended.

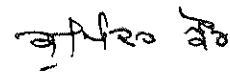
Accordingly, the amended Schedule-III for the post of Senior Assistant is hereby incorporated in the Punjab Urban Planning and Development Authority (Employees Service) Regulations, 1999 as per annexure enclosed.

Dated, SAS Nagar  
17-05-2021

  
Malwinder Singh Jaggi, IAS  
Chief Administrator.

Endst No: PUDA-Admn-EA-1/2021/11030-75      Dated: 19-05-2021

A copy of the above is forwarded to Chief Administrators of all Development Authorities and Heads of Branches, PUDA/GMADA for information and necessary action.

  
Superintendent (Admin),  
For Chief Administrator.

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**SCHEDULE-III (GENERAL)**

**GROUP - B**

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
21	Senior Assistant	100%	-	-	From amongst the Clerk / Junior Assistants of the authority with 7 years experience as such or as per instructions issued by Pb. Govt. and satisfying the required conditions of appointment letter.	-	Should be holding an identical or similar post.

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**PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY**

PUDA BHAWAN, SECTOR 62, S.A.S NAGAR  
(ADMINISTRATION BRANCH)

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**OFFICE ORDER**

In pursuance of the decision of the Authority taken in its 59<sup>th</sup> meeting held on 23-10-2020 vide item No. 59.13, the source of appointment for the post of Assistant Public Relation Officer (APRO) is amended.


Accordingly, the amended Schedule-III for the post of APRO is hereby incorporated in the Punjab Urban Planning and Development Authority (Employees Service) Regulations, 1999 as per annexure enclosed.

Dated, SAS Nagar  
24-12-2020

Malwinder Singh Jaggi, IAS  
Chief Administrator.

Endst No: PUDA-Admn-EA-1/2020/**24033-77**      Dated: **28-12-2020**

A copy of the above is forwarded to Chief Administrators of all Development Authorities and Heads of Branches, PUDA/GMADA for information and necessary action.

  
28/12/20  
Superintendent (Admin),  
For Chief Administrator.

**SCHEDULE-III  
GROUP - B (GENERAL)**

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
1	Assistant Public Relation Officer (APRO)	-	100 %	-	--	<p>i) Should be a Graduate in any discipline from a recognized University.</p> <p>ii) Should possess a degree or Diploma in Journalism or in Mass Communication or in Public Relations and Advertising from a recognized University.</p> <p>iii) Should have an experience of working for a minimum period of 2 years in a newspaper having circulation of at least 25000 copies daily, duly certified by Audit Bureau of Circulation or in a National Television Channel or in a Publicity Organization of a State Government, Government of India or a Public Sector Undertaking; AND possess</p> <p>(a) At least one hundred and twenty hours Course with hands on experience in the use of Personal Computer or Information Technology Office Productivity Applications or Desktop Publishing Applications from a Govt. recognized institution or a reputed Institution, which is ISO 9001 certified OR (b) Certification in usage of Computers equivalent to "O" Level Certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Govt. of India.</p>	From amongst the official holding the post in any other organization having qualifications and experience as prescribed for direct recruitment.

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# **PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY**

PUDA BHAWAN, SECTOR 62, S.A.S NAGAR  
(ADMINISTRATION BRANCH)

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## **OFFICE ORDER**

In pursuance of the decision of the Authority taken in its 57th meeting held on 05-03-2019 vide item No. 57.10 and 59<sup>th</sup> meeting held on 23-10-2020 vide item No. 59.13, the following three posts have been revived by surrendering one post of Joint Director (PR) already sanctioned under the Punjab Urban Planning and Development Authority (Employees Service) Regulations, 1999:-

- 1) One post of Deputy General Manager (DGM) in the pay band of Rs. 15600-39100, Grade Pay 7600.
- 2) One post of Public Relation Officer (PRO) in the pay band of Rs. 10300-34800, Grade Pay 5400.
- 3) One post of Clerk in its existing pay band.


Accordingly Schedule-I, II and III for the above posts are hereby incorporated in the Punjab Urban Planning and Development Authority (Employees Service) Regulations, 1999 as per annexure enclosed.

Dated, SAS Nagar  
24-12-2020

Malwinder Singh Jaggi, IAS  
Chief Administrator.

Endst No: PUDA-Admn-EA-1/2020/23988-24032 Dated: 28-12-2020

A copy of the above is forwarded to Chief Administrators of all Development Authorities and Heads of Branches, PUDA/GMADA for information and necessary action.

  
28/12/20  
Superintendent (Admin),  
For. Chief Administrator.

**SCHEDULE - I**

**CLASSIFICATION OF SERVICE GROUP-A (General)**

<b>Sr. No.</b>	<b>Name of Post</b>
1	Deputy General Manager
2	Public Relation Officer

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## SCHEDULE - II

CLASSIFICATION OF POSTS GROUP-A (General)

Sr. No.	Name of Post	No. of Posts	Scale of Posts (in Rupees)
1	Deputy General Manager	01	Pay band 15600-39100, Grade Pay 7600
2	Public Relation Officer	01	Pay band 10300-34800, Grade Pay 5400

CLASSIFICATION OF POSTS GROUP-C (General)

Sr. No.	Name of Post	No. of Posts	Scale of Posts (in Rupees)
1	Clerk	288	Pay band 10300-34800; Grade Pay 3200.

**SCHEDULE-III  
GROUP - A (GENERAL)**

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
1	Deputy General Manager	100%	-	-	From amongst the Assistant General Managers of the Authority having experience of working as such for a minimum period of Five years.	--	Should be holding an identical or similar post in Government Department / Organization and possess qualification and experience prescribed for appointment by promotion.
2	Public Relation Officer	100%	-	-	From amongst the Assistant Public Relations Officers (APRO) of the Authority, who have an experience of working as such for a minimum period of Ten years.	--	Should be holding an identical or similar post in Government Department / Organization and possess qualification and experience prescribed for appointment by promotion.



## **PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY**

PUDA BHAWAN, SECTOR 62, S.A.S NAGAR  
(ADMINISTRATION BRANCH)

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### **OFFICE ORDER**

In pursuance of the decision of the Authority taken in its 59<sup>th</sup> meeting held on 23-10-2020 vide item No. 59.08, the experience prescribed for promotion, for certain ministerial posts, in the Schedule-III (General) of Punjab Urban Planning and Development Authority (Employees Service) Regulations, 1999 is hereby amended.

Accordingly, the amended Schedule-III (General) is hereby incorporated in the Punjab Urban Planning and Development Authority (Employees Service) Regulations, 1999 as per annexure enclosed.

Dated, SAS Nagar  
14-12-2020

Malwinder Singh Jaggi, IAS  
Chief Administrator.

Endst No: PUDA-Admn-EA-1/2020/ 23101-146      Dated: 16-12-2020

A copy of the above is forwarded to Chief Administrators of all Development Authorities and Heads of Branches, PUDA/GMADA for information and necessary action.

  
16/12/20  
Superintendent (Admin),  
For Chief Administrator

**SCHEDULE-III (GENERAL)**

**GROUP - A**

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
1	General Manager	100 %	-	-	From amongst Deputy General Managers of the Authority having FOUR years service as such.	-	From amongst PCS officers in selection grade or officers holding equivalent or similar post in any other organization. Preference will be given to Law Graduate with ten years legal experience or M.B.A.'s with ten years experience or Post Graduate in Computer Science.
2	Legal Advisor	100 %	-	-	From amongst the Senior Law Officers of the Authority having at least SIX years experience as such.	-	Working as District Attorney or in a higher capacity or in an equivalent or similar capacity for a period of not less than three years.
3	Establishment Officer	100 %	-	-	From amongst Administrative Officers / Assistant Estate Officers of the Authority having at least FOUR years experience as such.	-	

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**SCHEDULE-III (GENERAL)**

**GROUP - A**

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
4	Estate Officer	50%	-	50%	<p>A) 25% by promotion from amongst Administrative Officers and Assistant Estate Officers of the Authority having at least FOUR years experience as such and should have Graduation as minimum qualification.</p> <p>B) The remaining 25% shall be filled by selection on merit-cum-seniority in ratio of 1:1:1 as under:-</p> <p>a. from amongst Sr. Law Officers of PUDA having at least five years working experience as such.</p> <p>b. from amongst Sr. Accounts Officer of PUDA who is qualified in Indian Institute of Cost and Works Accountants of India (ICWA) or Chartered Accountant (CA) or Master of Commerce and having at least five years working experience as such.</p> <p>c. from amongst other employees of PUDA who have qualified MBA degree from a recognized University and having at least three years working experience on the post having a minimum Grade Pay of Rs. 5000/-.</p> <p>Preference in selection will be given to the persons who have additional academic qualification in his sphere of work.</p>	-	From amongst PCS Officers.

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Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
5	Administrative Officer	100 %	-	-	From amongst the Superintendents Grade-II of the Authority having at least TWO years experience as such.  NOTE:- The incumbent, when posted in Estate Office will be designated as Assistant Estate Officer.	-	Should be holding an identical or similar post.
6	Senior Law Officer	100 %	-	-	From amongst the Law Officers of the Authority having at least Six years experience as such.	-	Should be holding an identical or similar post.
7	Secretary	100 %	-	-	From amongst the Private Secretaries of the Authority having at least Four years experience as such.	-	Should be holding an identical post or should possess qualification and experience prescribed for appointment by promotion.
8	Private Secretary	100 %	-	-	From amongst the Personal Assistants of the Authority having at least Two years experience as such.	-	Should be holding an identical or similar post.

9	Chief Accounts Officer	100%	-	-	From amongst the Senior Accounts Officers of the Authority having at least TWO years experience as such.	-	In case of non-availability of candidates for promotion, then From amongst the Asstt. Directors/Joint controllers of the Deptt. of Finance of the Govt. of Punjab or holding an equivalent or similar post in the Deptt. of Govt. of Punjab, or from amongst IA&AS Officers of Central Govt. not below the rank of Deputy Accountant General.
10	Senior Accounts Officer	100%	-	-	From amongst the Accounts Officers of the Authority with at least FOUR years experience as Accounts Officer	-	Should be holding an identical or similar post.
11	Accounts Officer	100%	-	-	From amongst the Section Officers (Works) of the Authority with at least FIVE years experience as such.	-	Should be holding an identical or similar post.

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**SCHEDULE-III (GENERAL)**

**GROUP - B**

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
12	Superintendent Grade-II	100 %	-	-	From amongst the Senior Assistants of the Authority having at least FIVE years experience as such.	-	Should be holding an identical or similar post.
13	Law Officer	25 %	75 %	-	From amongst the employees of the Authority who have Professional Degree in Law and at least FOUR years experience as Senior Assistant/ Steno Typist/ Clerk/ Accounts clerk and other group C Ministerial staff including experience of higher post in PUDA.	Law Graduate with at least three years of experience as Advocate or should have held assignment involving legal work for a period of not less than three years.	Should be holding an identical or similar post or should possess qualifications and experience prescribed for direct recruitment.
14	Personal Assistant	100 %	-	-	From amongst the Senior Scale Stenographer of the Authority having at least FOUR years experience as such.	-	Should be holding an identical or similar post or should possess qualification and experience prescribed for appointment by promotion. <i>AM</i>

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
15	Section Officer (Works)	100%	-	-	From amongst the Senior Assistant (Accounts) of the Authority with at least four years experience as such and who : i) have qualified the SAS/ Departmental Examination as specified in regulation 17 ; or ii) have passed Intermediate examination of the Institute of Costs and Works Accountants of India; or iii) have passed Intermediate examination of the Institute of Chartered Accountants of India .	-	Should be holding an identical or similar post or should possess qualifications and experience prescribed by for appointment by promotion.

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Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
16	Senior Assistant (Accounts)	25%	75%	-	From amongst the Clerks/Data Entry Operators/Junior Assistant of the Authority who possesses minimum qualification BA with Economics or B.Com from a recognized University and having at least FOUR years experience as such.	B.Com. from a recognized University with a minimum score of 50% marks AND possesses i) At least one hundred and twenty hours Course with hands on experience in the use of Personal Computer or Information Technology Office Productivity Applications or Desktop Publishing Applications from a Govt. recognized institution or a reputed institution, which is ISO 9001 certified. OR ii) Certification in usage of Computers equivalent to "O" Level Certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Govt. of India. Preference will be given to candidates who have done Post Graduation in Commerce and/or have done a certification Course in the use of accounting software.	Should be holding an identical or similar post or should possess qualification and experience prescribed for appointment by promotion.



**SCHEDULE-III (GENERAL)**

**GROUP - B**

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
17	Senior scale Stenographer	100 %	-	-	<p>From amongst the Junior Scale Stenographers of the Authority with at least TWO years experience as such and who have attained the following proficiency in shorthand:</p> <p>(i) in Punjabi language at a speed of one hundred words per minute and candidate will be required to transcribe these (at the typewriter) at the speed of 20 words per minute. Those committing not more than 4 percent mistakes in the aggregate will be deemed to have qualified in the test for Punjabi Stenography.</p> <p>(ii) in English language at a speed of sixty words per minute and the candidates will be required to transcribe the dictated paras at a speed of 12 words per minute. The candidate committing not more than 4 percent mistakes in a aggregate will be considered to have qualified the test for English Stenography. A person will be considered to have cleared/passed the test only if he/she qualifies the test in both the languages. He/She will be assigned provisional seniority from the date of provisional promotion as Senior Scale Stenographer. He/She shall only be promoted after qualifying the test in Punjabi and subject to condition that he/she have to qualify the test in English at the prescribed speed within a period of one year, from the date of his/her promotion and for this purpose three chances, with an interval of four months each will be given. If he/she fails to qualify the test in English within period of one year, he/she will not be entitled to earn increments as Senior Scale Stenographer. During the next two years, he/she will, however, be given six chances more than an interval of approximately four months each to qualify the test in English. If he/she not be entitled to the benefit of increments in the scale of Sr. Scale Stenographers. On his/her passing the test in English in any of these additional</p>	-	Should be holding an identical or similar post or should possess qualification and experience prescribed for appointment by promotion.

				<p>six chances, he/she would get the increments as Sr. Scale Stenographers shall be determined after his/her clearing both the tests in Punjabi and English.</p> <p>2. A Sr. Scale Stenographer who has availed of all the above said nine chances or more but not exceeding the period of probation of 3 years from the date of joining the post in the cadre, as per provision made under rules 7 and 8 of Punjab Civil Secretariat (State Services Class- III) Rules, 1976, for English test but fails to clear the same, and, is for that reasons, reverted, shall lose his/her seniority in the cadre of Sr. Scale Stenographer.</p> <p>3. Govt. after due consideration on merits of each case may, if it deems fit, allow the Sr. Scale Stenographer reverted as Jr. Scale Stenographer to take the next test (both in Punjabi and English) for the post of a Sr. Scale Stenographer. If he/she qualified in the next test in Punjabi he/she will be promoted again as a Sr. Scale Stenographer and shall be assigned a provisional seniority as such from the date of his/her re-promotion after passing the Punjabi test but shall be eligible for final seniority only after qualifying the test in English within a period of one year from the date of his/her re-promotion for which purpose three chances with an interval of approximately four months each will be given.</p> <p>4. Any such official who qualifies the test in Punjabi but again fails to qualify the test in English within the extended period of one year, in another three chances, will finally be reverted to the post of Jr. Scale Stenographer and shall in no case be given any further chance to take test for the post of Sr. Scale Stenographer.</p> <p>2. Official who are once promoted on the basis of the qualifying test for shorthand in Punjabi only but are later on reverted due to non-availability of posts in respective cadre, will be eligible for re-promotion in the due course but their promotion will be subject to the condition that they will have in qualify the test in English at the prescribed speed from the date of their re-promotion within the period/chances as indicated in the preceding paragraphs. In case they fails to do so within the stipulated period they will be reverted and shall be governed in accordance with procedure detailed above.</p>	
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**SCHEDULE-III (GENERAL)**

**GROUP - C**

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
18	Junior Scale Steno	25%	75%	-	<p>From amongst the Steno-typists of the Authority with at least TWO years experience as such and who have attained the following proficiency in shorthand:</p> <p>(i) in Punjabi language at a speed of one hundred words per minute and the candidates will be required to transcribe the dictated passages (at typewriter) at the speed of 20 words per minute. Those who commit not more than 8 percent mistakes in the aggregate will be considered to have qualified the test in Punjabi.</p> <p>(ii) in English language at a speed of fifty words per minute. The candidate will be required to transcribe the dictated para at a speed of 10 words per minute. Those who commit not more than 8 percent mistakes will be considered to have qualified the test in English. A candidate will be considered to have qualified the test only, if he/she qualifies the test in both the languages. He/she will get provisional promotion after qualifying the test in Punjabi subject to availability of post on seniority cum merit and further subject to the</p>	<p>1 (a) Possesses the Bachelor's Degree from a recognized University or Institution; and</p> <p>(b) qualifies a test in Punjabi stenography to be held by the Board or by the Appointing Authority at a speed specified by the Government from time to time; and</p> <p>(c) in English language stenography to be conducted by the Appointing Authority at a speed to be specified from time to time where Appointing Authority so directs; and</p> <p>(d) Possesses at least one hundred and two hours course with hands on experience in the use of Personal Computer or Information Technology in office productivity applications or Desktop Publishing applications from a Govt. recognized institution or a reputed</p>	<p>Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion.</p>

					<p>condition that he/she shall have to qualify the test in English at the prescribed speed within a period of one-year from the date of his/her promotion and for this purpose three chances with an interval of approximately four months each, will be given. If he/she fails to qualify the English test within the period of one year, he/she will not be entitled to earn increment as a Jr. Scale Stenographer. During next two years, he/she will however, be given six chances more than an interval of approximately four months each to qualify the test in English. If he/she fails in those additional six chances also, he/she will be reverted as a steno typist and shall not be entitled to the benefit of increment (s) in the scale of Jr. Scale Stenographer on his/her passing the test in English in any of these additional six chances, he/she would get the increment as Jr. Scale Stenographer from the date of passing the test in English. His/her final seniority as Jr. Scale Stenographer shall be determined after his/her clearing both the test in Punjabi and English languages.</p> <p>3. A Jr. Scale Stenographer who fails to clear the test in English language in spite of availing of these nine chances or more but not exceeding the period of probation of 3 years from the date of joining the post in the cadre, as per provision made under rules 7 and 8 of Punjab Civil Secretariat (State Services Class-III) Rules, 1976, and, is for that reasons reverted, shall lose his/her seniority in the cadre of Jr. Scale Stenographer.</p> <p>4. Govt after due consideration on merits of each case may, if it deems fit, allow the Jr.</p>	<p>institution, which is ISO 9001, certified OR Possesses Certification in use of Computers course equivalent to "O" Level certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Govt. of India.</p>	
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					<p>Scale Stenographer reverted as Steno-typist to take the next test (both in Punjabi and English) for the post of a Jr. Scale Stenographer, provided that a period of one year at least has elapsed between the date of his/her reversion and the date of his/her taking the subsequent test for the post of Jr. Scale Stenographer. If he/she qualifies in the next test in Punjabi, he/she will be promoted again as a Jr. Scale Stenographer and shall be assigned provisional seniority as such from the date of his/her re-promotion after passing the Punjabi test but shall be eligible for final seniority only after qualifying the test in English within a period of one year from the date of his/her re-promotion, for which three chances with an interval of approximately four months each will be given.</p> <p>5. Any such official who qualifies the test in Punjabi but again fails to qualify the test in English within the extended period of one year, in another three chances, will finally be reverted to the post of Steno-typist and shall in no case be given any further chance to take test for the post of Jr. Scale Stenographer.</p> <p>6. As the Steno-typist form a separate cadre, a Steno-typist who has qualified test both in Punjabi and English shall exercise in writing his/her final option for the cadre of Steno typists, thereby requesting for the termination of his/her lien from the cadre of Clerks/Assistants before he/she is actually promoted as a Jr. Scale Stenographer.</p>		
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2/12

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
19	Clerk	From Peon 15 % From Class IV W/Charge employees 10 %	75 %	-	<p>From amongst the Class IV employees of the Authority and from amongst the Class IV regular work charge employees of the Authority with FOUR years experience and having passed the Matriculation examination from a recognized university, Board or Institution; and Qualifies a test in Punjabi language type-writing to be conducted by the Appointing Authority at a speed of thirty words per minute.</p> <p>Provided that preference will be given to those who possess at least one hundred and twenty hours course with hands on experience in the use of Personal computer or information Technology office productivity applications or Desktop Publishing applications from a Govt. recognized institution or a reputed institution, which is ISO 9001 certified</p> <p>OR</p> <p>Possesses a Computer information Technology course equivalent to "O" Level certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Govt. of India within a period of one year from the date of his appointment.</p> <p>(iii) The person so appointed as Clerk in terms of Clause (i), shall have to qualify a test in Punjabi typewriting to be conducted by the Board or by the Appointing Authority at the speed of thirty words per minute within a period of one year from the date of his appointment.</p> <p>(iv) Qualifies a test in English language type-writing to be evaluated by the appointing authority at a speed of thirty words per minute where appointing authority so directs. In case, the person fails to qualify the said test within the period specified in Clause (iii) &amp; (iv) he shall be allowed annual increment only with effect from the date he qualifies such test, but he shall not be paid any arrears for the period for which he could not qualify the said test.</p>	<p>(i) No person shall be given direct appointment to the post of Clerk under the Authority unless he possesses the Bachelor's Degree from a recognized University or Institution; and</p> <p>(ii) Possesses at least one hundred and twenty hours course with hands on experience in the use of Personal Computer or information Technology office productivity applications or Desktop Publishing applications from a Govt. recognized institution or a reputed institution, which is ISO 9001 certified</p> <p>OR</p> <p>Possesses a Computer information Technology course equivalent to "O" Level certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Govt. of India within a period of one year from the date of his appointment.</p> <p>(iii) The person so appointed as Clerk in terms of Clause (i), shall have to qualify a test in Punjabi typewriting to be conducted by the Board or by the Appointing Authority at the speed of thirty words per minute within a period of one year from the date of his appointment.</p> <p>(iv) Qualifies a test in English language type-writing to be evaluated by the appointing authority at a speed of thirty words per minute where appointing authority so directs. In case, the person fails to qualify the said test within the period specified in Clause (iii) &amp; (iv) he shall be allowed annual increment only with effect from the date he qualifies such test, but he shall not be paid any arrears for the period for which he could not qualify the said test.</p>	<p>Should be holding and identical or similar post or should possess qualification and experience for appointment by direct recruitment.</p>

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Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1.	2.	3.	4.	5.	6.	7.	8.
20	Driver	40%	60%		<p>i) From amongst cleaners of the Authority having driving licence of light or heavy vehicles as per requirement of the job and passed the middle examination with Punjabi as one the subject and should have passed driving test held by the Appointing Authority and FOUR years experience as cleaner or 20 years service as Cleaner with required Driving Licence.</p> <p>ii) In case of shortfall in availability of candidates from (1) from amongst regular work charged employee or other regular Chowkidar/Peons of the authority with at least 06 years of regular services and having a driving license of light or heavy vehicles as well as, working knowledge of Punjabi and should have passed driving test held by the competent authority.</p>	Should possess driving licence of light or heavy vehicles as per requirement of the job and Matriculation and should have passed driving test held by the appointing Authority.	
21	Photostat Machine Operator	80%	20%		<p>From amongst Daftri and Peon of the Authority who are Matriculate in Second Division or has passed Senior Secondary Part-II examination from a recognised University or Institution and possess knowledge of Punjabi of Matriculation or its equivalent level with TWO years service as such and should have at least Six months experience of operating Photostat machine</p>	<p>i) Matriculation in IInd Division or has passed Senior Secondary Part-II examination from a recognised University or institution, and knowledge of Punjabi of Matriculation or its equivalent level.</p> <p>ii) Certificate regarding the operation of Photostat Machine from the reputed company prescribed for</p> <p>iii) Qualifies in competitive test to be held by the Competent Authority</p>	Should be holding an identical post or should possess qualifications prescribed for appointment by promotion

# PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY


PUDA BHAWAN, SECTOR 62, S.A.S NAGAR  
(ADMINISTRATION BRANCH)

## OFFICE ORDER

In pursuance of the approval given by Principal Secretary, Govt. of Punjab, Department of Housing and Urban Development, Punjab, the post of Clerk is hereby renamed as Clerk-cum-Data Entry Operator.

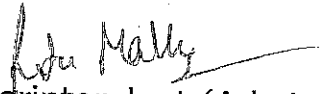
Accordingly, the amended Schedule- III for the post of Clerk-cum-Data Entry Operator is hereby incorporated in the Punjab Urban Planning and Development Authority (Employees Service) Regulations, 1999 as per annexure enclosed.

Dated, SAS Nagar  
05-05-2022

  
Vinay Bublani, IAS  
Chief Administrator

Endst No: PUDA-Admn-EA-4/2022/ 9024-60 Dated: 5/5/22



A copy of the above is forwarded to Chief Administrators of all Development Authorities and Heads of Branches, PUDA/GMADA for information and necessary action.

  
Superintendent (Admin),  
For Chief Administrator



**SCHEDULE-III  
GROUP - C (GENERAL)**

Sr. No	Designation of Post	Source of Appointment			Qualification and Experience		
		From Peon	Promotion From Class IV W/Charge employees	Direct Recruitment	Deputation	Promotion	Direct Recruitment
19	Clerk-cum-Data Entry Operator	15 %	10 %	75 %	-	<p>From amongst the Class IV employees of the Authority and from amongst the Class IV regular work charge employees of the Authority with FOUR years experience and having passed the Matriculation examination from a recognized university, Board or Institution; and</p> <p>Qualifies a test in Punjabi language type-writing to be conducted by the Appointing Authority at a speed of thirty words per minute.</p> <p>Provided that preference will be given to those who possess at least one hundred and twenty hours course with hands on experience in the use of Personal computer or information Technology office productivity applications or Desktop Publishing applications from a Govt. recognized institution or a reputed institution, which is ISO 9001 certified OR</p> <p>Possesses a Computer information Technology course equivalent to "O" Level certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Govt. of India within a period of one year from the date of his appointment.</p> <p>(iii) The person so appointed as Clerk-cum-Data Entry Operator in terms of Clause (i), shall have to qualify a test in Punjabi typewriting to be conducted by the Board or by the Appointing Authority at the speed of thirty words per minute within a period of one year from the date of his appointment.</p> <p>(iv) Qualifies a test in English language type-writing to be evaluated by the appointing authority at a speed of thirty words per minute where appointing authority so directs.</p> <p>In case, the person fails to qualify the said test within the period specified in Clause (iii) &amp; (iv) he shall be allowed annual increment only with effect from the date he qualifies such test, but he shall not be paid any arrears for the period for which he could not qualify the said test.</p>	<p>Should be holding and identical or similar post or should possess qualification and experience for appointment by direct recruitment.</p>



  
 27.12.2017


  
 27.12.2017

**PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY**

PUDA BHAWAN, SECTOR 62, S.A.S NAGAR  
(ADMINISTRATION BRANCH)

**OFFICE ORDER**

In pursuance of the decision of the Authority taken in its 59<sup>th</sup> meeting held on 23-10-2020 vide item No. 59.07, the experience prescribed for promotion, for certain technical cadre posts, in the Schedule-III (Technical) of Punjab Urban Planning and Development Authority (Employees Service) Regulations-1999 is hereby amended.

Accordingly, the amended Schedule-III (Technical) is hereby incorporated in the Punjab Urban Planning and Development Authority (Employees Service) Regulations-1999 as per annexure enclosed.

Dated, SAS Nagar  
14-12-2020

Malwinder Singh Jaggi, IAS  
Chief Administrator.

Endst No: PUDA-Admn-EA-1/2020/23541-85

Dated: 22/12/2020

A copy of the above is forwarded to the Chief Administrators of all the Development Authorities and Heads of Branches, PUDA/GMADA for information and necessary action.

  
Superintendent (T/E),  
For Chief Administrator

Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1	2 Superintending Engineer (Civil)	3 100 percent or by deputation in case suitable candidate is not available	4 -	5 -	6 From amongst the Divisional Engineers (Civil) of the Authority who possess a degree in Civil Engineering or a degree of AMIE from a recognized University or Institutions and who have an experience of working as such for a minimum period of four years. NOTE : The incumbent will look after the composite work.	7 -	8 Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion.

Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment				Qualifications and Experience		
		Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8	
1	2 Superintending Engineer (Public Health)	100 percent or by deputation in case suitable candidate is not available	-	-	From amongst the Divisional Engineers (Public Health) of the Authority who possess a degree in Civil Engineering or a degree of AMIE from a recognized University or Institutions and who have an experience of working as such for a minimum period of four years. NOTE : The incumbent will look after the composite work.	-	Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion.	

Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1	Divisional Engineer (Civil)	3 100 percent or by deputation in case suitable candidate is not available	4	5	6 From amongst the Sub Divisional Engineers (Civil) of the Authority who have an experience of working as such for a minimum period of Five years.	7	8 Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion if suitable persons by promotion are not available in the Authority.

Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment				Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation	
1	Divisional Engineer (Public Health)	3 100 percent or by deputation in case suitable candidate is not available	4	5	6 From amongst the Sub Divisional Engineers (Public Health) of the Authority who have an experience of working as such for a minimum period of Five years.	7	8 Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion if suitable persons by promotion are not available in the Authority.	

Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1	Divisional Engineer (Electrical)	3 100 percent or by deputation in case suitable candidate is not available	4	5	6 From amongst the Sub Divisional Engineers (Electrical) of the Authority who have an experience of working as such for a minimum period of Five years.	7	8 Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion if suitable persons by promotion are not available in the Authority.

Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
1	Divisional Engineer (Horticulture)	100 percent or by deputation in case suitable candidate is not available	-	-	From amongst the Sub Divisional Landscape Officers of the Authority having atleast Five years experience as such.	-	Should be holding an identical Post or should possess qualifications & experience prescribed for appointment by promotion.



Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1	Circle Head Draftsman	3 100 percent	4	5	6 From Amongst the Divisional Head Draftsmen of the authority having atleast Four years experience as Divisional Head Draftsman	7	8 Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion

Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
1	Divisional Head Draftsman	100 percent			From Amongst the Draftsmen of the authority having atleast Four years experience as Draftsman		Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion

Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment				Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation	
1	2 Senior Architect	3 100 percent	4 -	5 -	6 From Amongst the Architects of the authority having atleast Five years experience as such	7 -	8 Should be holding an identical post or should possess qualifications and experience prescribed for appointment by promotion	

**Schedule-III  
Group A (Technical)**

Designation of Post	Source of Appointment			Qualifications and Experience		
	Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
2 Sub Divisional Engineer (Civil)	55 percent 25 Posts  34% 15 14% 6 7% 4	45 percent 20 Posts		<p>i) 34 percent Posts from amongst Junior Engineers (Civil) who possess Diploma in Civil Engineering &amp; who have an experience of working as such for a minimum period of Five years;</p> <p>ii) 14 percent from amongst the Junior Engineers (Civil) who possess a Degree in Civil Engineering or Degree of AMIE from a recognised University or Institution, and who have an experience of working as such for a minimum period of Three years after obtaining the aforesaid Degree;</p> <p>iii) 7 percent posts from amongst the Circle Head Draftsmen &amp; Divisional Head Draftsmen, who possess a Degree in Civil Engineering or Degree of AMIE from a recognised University or Institution, and who have an experience of working as such for a minimum period of Two years; and</p> <p>b) Should have qualified the Departmental examination conducted by the Punjab PWD Department;</p> <p>Provided that persons who have been appointed as Junior Engineers/Draftsmen prior to 5-10-2010 shall not be required to pass such Departmental examination prior to consideration for promotion to the post of Sub Divisional Engineers. However, they shall have to qualify the Departmental examination of Sub Divisional Engineer level to be conducted by the Punjab Public Works Department or PUDA as may be decided by the appointing authority, within a period of 2 ½ years from the date of promotion as Sub Divisional Engineer, failing which they shall be reverted to the post of Junior Engineer/Draftsman.</p>	<p>Degree in Civil Engineering or equivalent Qualification from a recognised University/Institution &amp; to pass Departmental Professional Examination to be conducted by Punjab PWD or PUDA as may be decided by the Appointing Authority, within a period of 2 ½ years from the date of Appointment, failing which action will be taken as per provisions made in the Service Regulations.</p>	<p>Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion</p>

**NOTE:** In case the Eligible candidates are not available for promotion in either category of Junior Engineer then these vacancies will be filled up from amongst the candidates in other categories of Junior Engineer.

Schedule-III  
Group A (Technical)

Designation of Post	Source of Appointment			Qualifications and Experience		
	Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
2 Sub Divisional Engineer (Public Health)	55 percent	45 percent	-	<p>i) 34 percent Posts from amongst Junior Engineers (Public Health) who possess Diploma in Civil Engineering &amp; who have an experience of working as such for a minimum period of five years;</p> <p>ii) 14 percent from amongst the Junior Engineers (Public Health) who possess a Degree in Civil Engineering or Degree of AMIE from a recognised University or Institution, and who have an experience of working as such for a minimum period of three years after obtaining the aforesaid Degree;</p> <p>iii) 7 percent posts from amongst the Circle Head Draftsman &amp; Divisional Head Draftsman, who possess a Degree in Civil Engineering or Degree of AMIE from a recognised University or Institution, and who have an experience of working as such for a minimum period of two years; and</p> <p>b) Should have qualified the Departmental examination conducted by the Punjab PWD Department;</p> <p>Provided that persons who have been appointed as Junior Engineers/Draftsman prior to 5-10-2010 shall not be required to pass such Departmental examination prior to consideration for promotion to the post of Sub Divisional Engineers. However, they shall have to qualify the Departmental examination of Sub Divisional Engineer level to be conducted by the Punjab Public Works Department or PUDA as may be decided by the appointing authority, within a period of 2 ½ years from the date of promotion as Sub Divisional Engineer, failing which they shall be reverted to the post of Junior Engineer/Draftsman.</p>	<p>Degree in Civil Engineering or equivalent Qualification from a recognised University/Institution &amp; to pass Departmental Professional Examination to be conducted by Punjab PWD or PUDA as may be decided by the Appointing Authority, within a period of 2 ½ years from the date of Appointment, failing which action will be taken as per provisions made in the Service Regulations.</p>	<p>Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion</p>

**NOTE:** In case the Eligible candidates are not available for promotion in either category of Junior Engineer then these vacancies will be filled up from amongst the candidates in other categories of Junior Engineer.

**Schedule-II**  
**Group A (Technical)**

Designation of Post	Source of Appointment			Qualifications and Experience		
	Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
2 Sub Divisional Engineer (Electrical)	55 percent	45 percent	-	<p>i) 34 percent Posts from amongst Junior Engineers (Electrical) who possess Diploma in Electrical Engineering &amp; who have an experience of working as such for a minimum period of Five years;</p> <p>ii) 21 percent from amongst the Junior Engineers (Electrical) who possess a Degree in Electrical Engineering or Degree of AMIE from a recognised University or Institution, and who have an experience of working as such for a minimum period of Three years after obtaining the aforesaid Degree; and</p> <p>b) Should have qualified the Departmental examination conducted by the Punjab PWD Department;</p> <p>Provided that persons who have been appointed as Junior Engineer (Electrical) prior to 5-10-2010 shall not be required to pass such Departmental examination prior to consideration for promotion to the post of Sub Divisional Engineers. However, they shall have to qualify the Departmental examination of Sub Divisional Engineer level to be conducted by the Punjab Public Works Department or PUDA as may be decided by the appointing authority, within a period of 2 ½ years from the date of promotion as Sub Divisional Engineer, failing which they shall be reverted to the post of Junior Engineer.</p>	<p>7</p> <p>Degree in Electrical Engineering or equivalent Qualification from a recognised University/Institution &amp; to pass Departmental Professional Examination to be conducted by Punjab PWD or PUDA as may be decided by the Appointing Authority within a period of 2 ½ years from the date of Appointment, failing which action will be taken as per provisions made in the Service Regulations.</p>	<p>8</p> <p>Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion</p>

**NOTE:** In case the Eligible candidates are not available for promotion in category (ii) then these vacancies will be filled up from amongst the candidates from the category (i).

**Schedule-III**  
**Group A (Technical)**

Designation of Post	Source of Appointment			Qualifications and Experience		
	Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
Sub Divisional Engineer (Horticulture)	40 percent	60 percent	-	<p>i) 20 percent Posts from amongst Junior Engineers (Horticulture)/Landscape Officers of the Authority who have an experience of working as such for a minimum period of Five years; &amp;</p> <p>ii) 20 percent from amongst the Junior Engineers (Horticulture) who possess a Degree in agriculture with specialisation in Horticulture (in First Division) from a recognised University or Institute &amp; who have an experience of working as such for a minimum period of Three years.</p> <p>iii) Should have qualified the Departmental examination conducted by the Punjab PWD Department;</p> <p>Provided that persons who have been appointed as Junior Engineer (Horticulture) prior to 5-10-2010 shall not be required to pass such Departmental examination prior to consideration for promotion to the post of SUB Divisional Engineers. However, They shall have to qualify the Departmental examination of SUB Divisional Engineer level to be conducted by the Punjab Public Works Department or PUDA as may be decided by the appointing authority, within a period of 2 ½ years from the date of promotion as Sub Divisional Engineer, failing which they shall be reverted to the post of Junior Engineer.</p>	<p>Should be a Graduate in Agriculture with Specialisation in Horticulture (in First Division) or Master Degree in Science in Horticulture including Floriculture &amp; Arboriculture or Master Degree in Botany with Horticulture as one of the Subjects from a Recognised University/Institution; and to pass Departmental Professional Examination to be conducted by Punjab PWD or PUDA as may be decided by the Appointing Authority, within a period of 2 ½ years from the date of Appointment, failing which action will be taken as per provisions made in the Service Regulations.</p>	<p>Should be holding an identical or similar post or should possess qualifications and experience prescribed by for appointment by promotion</p>

**NOTE:** In case the Eligible candidates are not available for promotion in category (ii) then these vacancies will be filled up from amongst the candidates from the category (i).

Schedule-III  
Group A (Technical)

Designation of Post	Source of Appointment			Qualifications and Experience		
	Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
2 Sub Divisional Engineer (Mechanical)	100 percent	-	-	<p>i) From amongst Junior Engineer (Mechanical) of the Authority having atleast Seven years experience as such &amp; having passed or should pass the departmental examination as specified in regulation 17.</p> <p>ii) Degree in Mechanical engineering and Two years experience as Junior Engineer (Mechanical) or AMIE in Mechanical Engineering with Five years experience as Junior Engineer (Mechanical) &amp; in the case of Drawing cadre not below the rank of Draftsman &amp; having passed or should pass the departmental examination as specified in regulation 17.</p>	-	Should be holding an identical or similar post in any other organisation.



Schedule-III  
Group A (Technical)

Designation of Post	Source of Appointment			Qualifications and Experience		
	Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
2 Sub Divisional Engineer (Building)	100 percent	-	-	From amongst Junior Engineer (Building) of the Authority with Diploma in Civil Engineering with atleast Seven years experience as Junior Engineer (Building) & having passed or should pass the departmental examination as specified in regulation 17.	-	Should be holding an identical or similar post.

Schedule-III

Group A (Technical)

Designation of Post	Source of Appointment			Qualifications and Experience		
	Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
2 Architect	3 50 percent	4	5 50 percent	6 From amongst the Assistant Architects of the Authority possessing a Degree or Diploma in Architecture recognised by the Council of Architecture incorporated under the Architects Act, 1972 for the purposes of registration as its member & having atleast six years experience as Assistant Architect & should be registered with the Council of Architecture.	7	8 Should be holding a similar post in any Department of Punjab Government.

**Schedule-III  
Group A (Technical)**

Designation of Post	Source of Appointment			Qualifications and Experience		
	Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
General Manager (Information Technology & Computerization)	100 percent	-	-	From Amongst the Deputy Director (IT & C) of the authority having at least Six years experience.	-	Should be holding an identical or similar post or should possess Qualifications & experience prescribed by promotion if suitable persons by promotion are not available.

Punjab Urban Planning & Development Authority  
Puda Bhawan, Sector 62, S.A.S Nagar  
(Establishment Branch)

Office Order

In pursuance of the approval given at the level of Hon'ble Chief Minister, Punjab - CUM - Chairman, PUDA, the criteria of educational qualification for the post of Junior Engineer (Civil/Public Health) in direct quota, in the Schedule-III (Technical) of Punjab Urban Planning and Development Authority (Employees Service) Regulations, 1999 is hereby amended.

Accordingly, the amended Schedule-III (Technical) is hereby incorporated in the Punjab Urban Planning and Development Authority (Employees Service) Regulations, 1999 as per annexure enclosed.

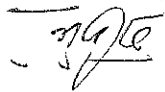
Date, S.A.S Nagar  
26 April 2021

Malwinder Singh Jaggi, IAS  
Chief Administrator

Endst No: PUDA-Admin-EA-5/2021/9390-9434 Dated: 26/4/2021

A Copy of the above is forwarded to the Chief Administrators of all the Development Authorities & Heads of Branches, PUDA/Gmada for information and necessary action.

Supdt (T/E)  
For: Chief Administrator



ਮੁੱਖ ਮਨੁੱਖੀ ਸੇਵਾ ਵਿਭਾਗ  
ਪਿ. ਐ. ਐ. ਸੀ. ਨਗਰ

Schedule-III

Group B (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
1	Junior Engineer (Civil)	30 Percent	50 Percent	20 Percent	i) 4% from amongst Draftsmen & Junior Draftsmen having Diploma In Civil Engineering and have at least Five Years experience as Junior Draftsmen or above. ii) 33% from amongst the Work Supervisors or Surveyors of the Authority who have at least Ten years experience as Work Supervisor or Surveyor & have passed the Departmental Examination as specified in Regulation 17.	Should possess Minimum Three Years Diploma in Civil Engineering from State Technical Education Board or from a Recognized University/Institution OR Higher qualification in the same discipline i.e. Degree in Civil Engineering from Recognized University/Institution	Should be holding an identical or similar post or should possess qualifications prescribed for appointment by Direct Recruitment.

*[Signature]*

Superintendent  
(Tech. Servt)  
PUDA, S.A.S. Nagar

65

Schedule-III  
Group B (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1	2 Junior Engineer (Public Health)	3 30 Percent	4 50 Percent	5 20 Percent	6 i) 4% from amongst Draftsmen & Junior Draftsmen having Diploma In Civil Engineering and have at least Five Years experience as Junior Draftsmen or above. ii) 33% from amongst the Work Supervisors or Surveyors of the Authority who have at least Ten years experience as Work Supervisor or Surveyor & have passed the Departmental Examination as specified in Regulation 17.	7 Should possess Minimum Three Years Diploma in Civil Engineering from State Technical Education Board or from a Recognized University/Institution  OR Higher qualification in the same discipline i.e. Degree in Civil Engineering from Recognized University/Institution	8 Should be holding an identical or similar post or should possess qualifications prescribed for appointment by Direct Recruitment.

*[Signature]*

Director  
Public Health  
Muzaffargarh

PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY  
PUDA BAHAWAN, SECTOR-62, SAS NAGAR  
(TECHNICAL ADMN. BRANCH)

OFFICE ORDER

In pursuance of the decision of the Authority taken in its 60<sup>th</sup> meeting held on 01-04-2021 vide item No. 60.12, the footnote in promotion criteria of Sub Divisional Engineer (Electrical) in Class-I (Technical) of Schedule-III of Punjab Urban Planning and Development Authority (Employees Services) Regulations-1999 is hereby amended as per annexure enclosed.

Dated, SAS Nagar  
24-05-2021

  
Malwinder Singh Jaggi, IAS  
Chief Administrator

Endst No: PUDA-Admn-EA-2/2021/ <sup>11394-438</sup> Dated: 25/5/2021

A copy of the above is forwarded to the Chief Administrators of all the Development Authorities and Heads of Branches, PUDA/GMADA for information and necessary action.

  
Superintendent (T/E)  
For Chief Administrator

Sr No	Designation of Post	Source of Appointment				Qualification and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation	
1	2 Sub Divisional Engineer (Electrical)	3 55 percent	4 45 percent	5 -	6 i) 34 percent Posts from amongst Junior Engineers (Electrical) who possess Diploma in Electrical Engineering & who have an experience of working as such for a minimum period of Five years; ii) 21 percent from amongst the Junior Engineers (Electrical) who possess a Degree in Electrical Engineering or Degree of AMIE from a recognised University or Institution, and who have and experience of working as such for a minimum period of Three years after obtaining the aforesaid Degree; and b) Should have qualified the Department examination conducted by the Punjab PWD Department; Provided that persons who have been appointed as Junior Engineer (Electrical) prior to 05-10-2010 shall not be required to pass such Departmental examination prior to consideration for promotion to the post of Sub Divisional Engineers. However, they shall have to qualify the Departmental examination of Sub Divisional Engineer level to be conducted by the Punjab Public Works Department or PUDA as may be decided by the appointing authority, within a period of 2 ½ years from the date of promotion as Sub Divisional Engineer, failing which they shall be reverted to the post of Junior Engineer.	7 Degree in Electrical Engineering or equivalent Qualification from a recognised University / Institution & to pass Departmental Professional Examination to be conducted by Punjab PWD or PUDA as may be decided by the Appointing Authority within a period of 2 ½ years from the date of Appointing, failing which action will be taken as per provisions made in the Service Regulations.	8 Should be holding identical or similar post or should possess qualification and experience prescribed for appointment by promotion	

NOTE: In case the Eligible candidates are not available for promotion in either category of Junior Engineer then these vacancies will be filled up from amongst the candidates in other category of Junior Engineer.



272331  
2/10/2021

### ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਸੈਕਟਰ 62 ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ (ਮੋਹਾਲੀ)

(ਤਕਨੀਕੀ ਸ਼ਾਖਾ)

ਦਫਤਰੀ ਹੁਕਮ

ਮੁੱਖ ਅਫਸਰ (ਤਕਨੀਕੀ ਅਮਲਾ)  
ਭ: 17770.....  
ਮਿਤੀ: 22/10/21  
ਦਫਤਰੀ ਹੁਕਮ

ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (busy)  
14.10.21  
ਵਾਜਪੇਈ  
ਗੀ/IC

ਵੱਖ ਵੱਖ ਵਿਕਾਸ ਅਥਾਰਟੀਆਂ ਦੀ ਪੱਤਰ ਨੰਬਰ-ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-3/2021/  
11103-11166 ਮਿਤੀ 19-05-2021 ਰਾਹੀਂ ਕੀਤੀ ਗਈ ਰੀਸਟਰਕਚਰਿੰਗ ਅਨੁਸਾਰ ਮੁੱਖ ਇੰਜੀਨੀਅਰ ਦੀਆਂ ਮਿਤੀ 31-07-2021 ਤੱਕ 03 ਅਸਾਮੀਆਂ ਨੂੰ ਬਰਕਰਾਰ ਰੱਖਿਆ ਗਿਆ ਸੀ, ਜਿਸ ਉਪਰੰਤ 01 ਮੁੱਖ ਇੰਜੀਨੀਅਰ ਦੀ ਮਿਤੀ 31-07-2021 ਨੂੰ ਰਿਟਾਇਰਮੈਂਟ ਉਪਰੰਤ 02 ਮੁੱਖ ਇੰਜੀਨੀਅਰ (ਪੁੱਡਾ ਅਤੇ ਗਮਾਡਾ) ਦੀਆਂ ਅਸਾਮੀਆਂ ਪ੍ਰਵਾਨਤ ਰਹਿ ਗਈਆਂ ਹਨ।

ਵੱਖ ਵੱਖ ਅਥਾਰਟੀਆਂ ਦੇ ਕੰਮ ਕਾਰਜ ਨੂੰ ਮੁੱਖ ਰੱਖਦੇ ਹੋਏ ਮਾਨਯੋਗ ਮੁੱਖ ਮੰਤਰੀ, ਪੰਜਾਬ-ਕਮ-ਚੇਅਰਮੈਨ, ਪੁੱਡਾ ਜੀ ਦੀ ਮਿਤੀ 30-09-2021 ਪ੍ਰਵਾਨਗੀ ਨਾਲ ਨਿਮਨ ਅਨੁਸਾਰ ਮੁੱਖ ਇੰਜੀਨੀਅਰ ਦੀਆਂ 03 ਅਸਾਮੀਆਂ ਪ੍ਰਵਾਨ ਕੀਤੀਆਂ ਜਾਂਦੀਆਂ ਹਨ :-

ਅਸਾਮੀ ਦਾ ਨਾਂ	ਪੁੱਡਾ	ਗਮਾਡਾ	ਗਲਾਡਾ
ਮੁੱਖ ਇੰਜੀਨੀਅਰ	01	01	01

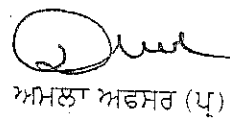
ਮੁੱਖ ਇੰਜੀਨੀਅਰ, ਪੁੱਡਾ, ਪੀ.ਡੀ.ਏ ਅਤੇ ਬੀ.ਡੀ.ਏ, ਮੁੱਖ ਇੰਜੀਨੀਅਰ, ਗਲਾਡਾ, ਜੇ.ਡੀ.ਏ ਅਤੇ ਏ.ਡੀ.ਏ ਦਾ ਕੰਮ ਵੀ ਵੇਖਣਗੇ।

ਮਿਤੀ, ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ,  
30 ਸਤੰਬਰ, 2021

ਵਿਨੈ ਬੁਖਲਾਨੀ, ਆਈ.ਏ.ਐਸ  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ

ਪਿੱਠ ਔਕਣ ਨੰ: ਪੁੱਡਾ-ਤਅ-ਅਸ-2/2021/ 32230-70 ਮਿਤੀ 8/10/21  
ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਮਾਡਾ/ ਗਲਾਡਾ।
2. ਵਧੀਕ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਮਾਡਾ/ਗਲਾਡਾ/ਜੇ.ਡੀ.ਏ/ਏ.ਡੀ.ਏ/ਪੀ.ਡੀ.ਏ/ਬੀ.ਡੀ.ਏ।
3. ਵੱਧੀਕ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਵਿੱਤ ਤੇ ਲੇਖਾ), ਪੁੱਡਾ/ਗਮਾਡਾ ਐਸ.ਏ.ਐਸ ਨਗਰ।
4. ਸਮੂਹ ਬਰਾਂਚਾਂ ਦੇ ਮੁੱਖੀ, ਪੁੱਡਾ/ਗਮਾਡਾ।
5. ਅਸ-2, ਪ੍ਰਸ਼ਾਸਨ ਸ਼ਾਖਾ (ਅਮਲਾ), ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।

  
ਅਮਲਾ ਅਫਸਰ (ਪ੍ਰ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ

272331 2/10/2021

**Punjab Urban Planning and Development Authority**

Puda Bhawan, Sector-62, S.A.S Nagar.

(Technical Branch)

Office Order

In PUDA one post of Superintending Engineer (Horticulture) in the regular pay band of Rs. 37400-67000+8700 Grade Pay is hereby sanctioned in anticipation approval of the Authority. The qualification and experience for the post of Superintending Engineer (Horticulture) is hereby incorporated in Schedules - III (Group-A) (Technical) of the Punjab Urban Planning and Development Authority (Service) Regulations, 1999, which is enclosed. Moreover, the said post is also incorporated in Schedule I & II of the Punjab Urban Planning and Development Authority (Service) Regulations, 1999.

This issues with the approval of Chairman, PUDA-cum- Hon'ble Chief Minister, Punjab.


Date, S.A.S Nagar  
29<sup>th</sup> November, 2021

Vinay Bublani, IAS  
Chief Administrator

Endst NO. PUDA-Admin-EA-5/2021/ 35873-909 Dated: 29/11/21

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

- 1 Chief Administrator GMADA/GLADA.
- 2 Additional Chief Administrator, GMADA /GLADA /PDA /BDA/ JDA/ADA.
- 3 Heads of Branches, PUDA/GMADA.

  
Superintendent (T/E)  
For: Chief Administrator.

Proposed Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion 3	Direct Recruitment 4	Deputation 5	Promotion 6	Direct Recruitment 7	Deputation 8
1	Superintending Engineer (Horticulture)	100 Percent or by Deputation in case suitable candidate is not available.			From amongst the Divisional Engineers (Horticulture) of the Authority who possess Graduation in Agriculture with Specialisation in Horticulture or Master Degree in Science in Horticulture including Floriculture & Arboriculture or Master Degree in Botany with Horticulture as one of the Subjects from a Recognised University/ Institution		Should be holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion.

**Punjab Urban Planning and Development Authority**

Puda Bhawan, Sector-62, S.A.S Nagar.

(Technical Branch)

Office Order

In PUDA one post of Superintending Engineer (Electrical) in the regular pay band of Rs. 37400-67000+8700 Grade Pay is hereby sanctioned in anticipation approval of the Authority. The qualification and experience for the post of Superintending Engineer (Electrical) is hereby incorporated in Schedules - III (Group-A) (Technical) of the Punjab Urban Planning and Development Authority (Service) Regulations, 1999 as annexure enclosed. Moreover, the said post is also incorporated in Schedule I & II of the Punjab Urban Planning and Development Authority (Service) Regulations, 1999.

This is issued with the approval of Chairman, PUDA-cum- Hon'ble Chief Minister, Punjab.

Date, S.A.S Nagar  
29<sup>th</sup> November, 2021

Vinay Bublani, IAS  
Chief Administrator

Endst NO.: PUDA-Admin-EA-5/2021/ 35837-73 Dated: 29/11/21

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

- 1 Chief Administrator GMADA/GLADA.
- 2 Additional Chief Administrator, GMADA /GLADA /PDA /BDA/ JDA/ADA.
- 3 Heads of Branches, PUDA/GMADA.

  
Superintendent (T/E)  
For: Chief Administrator.

Schedule-III

Group A (Technical)

Sr No	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1	2 Superintending Engineer (Electrical)	3 100 Percent	4 -	5 -	6 From amongst the Divisional Engineers (Electrical) of the Authority who possess a Degree in Electrical Engineering or a Degree of AMIE from a recognized University or Institutions and who have an experience of working as such for a minimum period of four years.	7 -	8 In case suitable candidate is not available then the post shall be filled up by way of Deputation, from a person holding an identical or similar post or should possess qualifications and experience prescribed for appointment by promotion.

15  
*Draftsman (Engineering) + Draftsman (Architect)*

Punjab Urban Planning & Development Authority

Puda Bhawan, Sector 62, S.A.S Nagar

(Establishment Branch)

Office Order

In Pursuance of the approval given by Chief Secretary, Punjab Government during 21<sup>st</sup> Executive Committee Meeting of PUDA held on 20.04.2022 through Agenda item no. 21.28, the criteria of educational qualification for the post of Draftsman (Engineering/Architect) in direct quota, in the Schedule-III (Technical) of Punjab Urban Planning & Development Authority (Employees Services) Regulations, 1999 is hereby amended.

Accordingly, the amended Schedule-III (Technical) is hereby incorporated in the Punjab Urban Planning & Development Authority (Employees Services) Regulations, 1999 as per annexure enclosed.

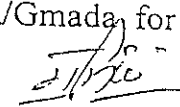
Date, S.A.S Nagar  
20 April 2022

18  
Vinay Bublani, IAS  
Chief Administrator

Endst No: PUDA-T/E-A-5/2022/ 8060-96.

Dated: 20/4/22

A Copy of the above is forwarded to the Chief Administrators of all the Development Authorities & Heads of Branches, PUDA/Gmada, for information please.

  
Supdt (T/E)  
For: Chief Administrator

Schedule-III  
Group B (Technical)

Sl. No.	Designation of Post	Source of Appointment			Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation
1	Draftsman (Engineering)	3	4 100 Percent	5	6	7	8
						<p>Diploma in Civil Engineering in First Division awarded by a State Board of Technical Education or any other Institution recognized by AICTE OR Higher Qualification in the same discipline i.e. Degree in Civil Engineering &amp; above from Recognized University/Institution</p> <p>AND POSSESSES i) At least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in Office Productivity Applications including specialized application software like AUTO-CAD etc. from a Govt. recognized institution or a reputed institution, which is ISO 9001, certified.</p> <p>OR ii) Certification in usage of Computers equivalent to 'O' level certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Government of India and has working knowledge in specialized application software like AUTO-CAD etc.</p> <p>Provided that Junior Draftsman who are already in service of PUDA shall be recruited to this service on preferential basis as and when they become eligible for promotion to the post as per provision of PUDA Employees (Service) Regulation, 1999, i.e. twelve years of service as Junior Draftsman Which is being replaced by this schedule.</p>	<p>Should be holding an identical or similar post or should possess qualification and experience prescribed for direct appointment.</p>

15  
C.A. PUDA

Schedule-III

Group B (Technical)

Sr No	Designation of Post	Source of Appointment				Qualifications and Experience		
		Promotion	Direct Recruitment	Deputation	Promotion	Direct Recruitment	Deputation	
1	Draftsman (Architect)	3	4 100 Percent	5	6	7	8	
						<p>Diploma in Architecture in First Division awarded by a State Board of Technical Education or any other Institution recognized by AICTE</p> <p>OR</p> <p>Higher Qualification in the same discipline i.e. Degree in Architecture &amp; above from Recognized University/Institution</p> <p>AND POSSESSES</p> <p>(i) At least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in Office Productivity Applications including specialized application software like AUTO-CAD etc. from a Govt. recognized Institution or a reputed institution, which is ISO 9001, certified.</p> <p>OR</p> <p>ii) Certification in usage of Computers equivalent to 'O' level Certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Government of India and has working knowledge in specialized application software like AUTO-CAD etc.</p> <p>Provided that Junior Draftsman who are already in service of PUDA shall be recruited to this service on preferential basis as and when they become eligible for promotion to the post as per provision of PUDA Employees (Service) Regulation, 1999, i.e. twelve years of service as Junior Draftsman Which is being replaced by this schedule.</p>	<p>Should be holding an identical or similar post or should possess qualification and experience prescribed for direct appointment.</p>	



# PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY

PUDA BHAWAN, SECTOR 62, S.A.S NAGAR  
(ADMINISTRATION BRANCH)

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## OFFICE ORDER

In pursuance of the decision of the Authority taken in 59<sup>th</sup> meeting held on 23-10-2020 vide item No. 59.05, the Punjab Urban Planning and Development Authority Employees (Conduct) Regulations-1997 for "**Regulation-17: Acquisition and disposal of property**" is hereby amended.

In Regulation-17: Acquisition and disposal of property, for sub-rules (1) and (2), the following sub-rule (1) shall be substituted namely:-

"(1) Every PUDA Employee shall report to the prescribed authority each transaction of moveable or immovable property by way of lease, mortgage, purchase, sale, gift or otherwise, either in his own name or in the name of any member of his family, within Thirty days from the date of such transaction, if the actual cost of such transaction exceeds one month's gross salary of such employee."

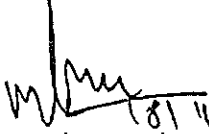
Dated, SAS Nagar  
17-11-2020

  
Malwinder Singh Jaggi, IAS  
Chief Administrator.

Endst No: PUDA-Admn-EA-1/2020/ 21119-64

Dated: 18-11-2020

A copy of the above is forwarded to the Chief Administrators of all the Development Authorities and Heads of Branches, PUDA/GMADA for information and necessary action.

  
Superintendent (Admin),  
For Chief Administrator.

Scanned by CamScanner

## ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਪੁੱਡਾ ਡਵਨ, ਸੈਕਟਰ 62, ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ 160062

(ਅਮਲਾ ਸਾਖਾ)

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਕਿ ਪਿੱਠ ਔਕਟ ਨੰ: ਪੁੱਡਾ: ਪ੍-ਅਸ-4/1997/25512-865 ਮਿਤੀ 18-11-1997 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੀ ਗਈ ਵਿੱਚ ਲੜੀ ਨੰ: 32 ਭਾਗ II (ਵਰਕਸ) ਅਧੀਨ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਪਾਵਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਦੇ ਹੋਏ ਮੈਂ, ਹਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ, ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿੱਠ ਔਕਟ -ਪ੍-ਅਸ-1/2012/16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਦੇ ਸੈਕਸ਼ਨ 1 ਏ (ਜਨਰਲ) ਦੇ ਲੜੀ ਨੰ: 15, 35, 37, 41 ਅਤੇ 42 ਵਿੱਚ ਚੋਠ ਅਨੁਸਾਰ ਸੋਧ ਕੀਤੀ ਜਾਂਦੀ ਹੈ:-

Sr. No.	Nature of Powers	Authority or Officer to whom Power is delegated	Extent of Powers delegated
15	Power to fix pay	i) ACA (F&A)	Full Powers for Group A, B,C & D employees.
35	Grant of proficiency/selection grade and senior scale/ placement in the higher scale and grant of class-II status to JE under Assured Career Progression Scheme.	ii) CA, PUDA iii) ACA (H.Q) iii) AGM (HR)  iv) S.E concerned	Full Powers for Group A employees. Full Powers for Group B & C employees. Full Powers for Group D employees. If in any case the record of the concerned employee is not satisfactory the same may be forwarded to the Chief Administrator. Full Powers for work-charged staff under their control. If in any case the record of the concerned employee is not satisfactory the same may be forwarded to the Chief Engineer.
37	Posting & transfers of employees	i)VC ii) CA, PUDA iii) ACA (H.Q)	Full Powers for Group A employees. Full Powers for Group B employees. Full Powers for Group C & D employees
41	To sanction post retirement benefits viz, payment of gratuity, leave encashment, payment of C.P.F & GIS etc. to employees of PUDA.	i) ACA (H.Q) ii) AGM (HR) iii) C.E, PUDA	Full Powers for Group A & B. Full Powers for Group C & D. Full Powers for Work-charged Staff.
42	Clearance of probation period	i) CA, PUDA ii) ACA (H.Q) iii) D.E concerned	Full powers for group A & B Full powers for Group C & D Full powers for work charge staff working under his/her control.

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ ਨਗਰ

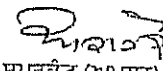
18-04-2017

ਹਵੀ ਭਗਤ, ਆਈ.ਏ.ਐਸ  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਔਕਟ ਨੰ: ਪੁੱਡਾ-ਪ੍-ਅਸ-1/2017/ 9482-9509

ਮਿਤੀ: 18/4/17

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਸਮੂਹ ਅਥਾਰਟੀਜ਼) ਅਤੇ ਪੁੱਡਾ ਦੇ ਸਮੂਹ ਦਫਤਰਾਂ/ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁੱਖੀਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

  
ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

# ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਿਟੀ

ਪੁੱਡਾ ਭਵਨ, ਸੈਕਟਰ-62, ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ  
(ਲੇਖਾ ਸ਼ਾਖਾ)

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਿਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਕਿ ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍-ਅਸ-4/1997/25512-865 ਮਿਤੀ 18-11-1997 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਹੁਕਮਾਂ ਵਿੱਚ ਲੜੀ ਨੰ: 32- ਭਾਗ II (ਵਰਕਸ) ਅਧੀਨ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਪਾਵਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਦੇ ਹੋਏ ਮੈਂ ਧਰਮ ਪਾਲ ਗੁਪਤਾ, ਆਈ.ਏ.ਐਸ., ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਜੋ ਸਮੇਂ ਸਮੇਂ ਸਿਰ ਸੋਧ ਉਤਸ਼ਾਹਕ ਪਿੱਠ ਅੰਕਣ ਨੰ:-ਪ੍-ਅਸ-1/2012/ 16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਸਨ ਦੇ ਸੈਕਸ਼ਨ 1-ਏ (ਜਨਰਲ) ਦੇ ਲੜੀ ਨੰ: 15 ਵਿੱਚ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਸੋਧ ਕਰਨ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੰਦਾ ਹਾਂ:-

24/5  
ਮਮ-1  
ਮਮ-2  
ਮਮ-3  
ਮਮ-5

Sr.No.	Nature of Powers	Authority or officer to whom Power is delegated
15(i)	Power to fix pay of PUDA/GMADA	ACA (F&A)
15(ii)	Power to fix pay of all authorities staff	ACA of the concerned Authority.

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ. ਨਗਰ  
09-05-2019

ਧਰਮ ਪਾਲ ਗੁਪਤਾ,  
ਆਈ.ਏ.ਐਸ.  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍-ਅਸ-1/2019/ 28341

ਮਿਤੀ: 14/5/19

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾਂ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਚਿੱਠ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

- 1) ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ (ਸਮੂਹ ਅਥਾਰਿਟੀਜ਼) ਅਤੇ ਪੁੱਡਾ ਦੇ ਸਮੂਹ ਦਫਤਰਾਂ/ ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁੱਖੀਆਂ।
- 2) ਸੁਪਰਡੈਂਟ (ਅਮਲਾ) ਨੂੰ ਭੇਜ ਕੇ ਲਿਖਿਆ ਜਾਂਦਾ ਹੈ ਕਿ ਪੁੱਡਾ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ) ਰੈਗੂਲੇਸ਼ਨਜ਼ 1997 ਵਿੱਚ ਉਪਰੋਕਤ ਅਨੁਸਾਰ ਸੋਧ ਸ਼ਾਮਲ ਕਰ ਲਈ ਜਾਵੇ।

ਪੁੱਡਾ ਸ਼ਾਖਾ, ਪੁੱਡਾ  
ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ  
ਤਾਰੀਖ ਨੰ: 14/5/19  
ਮਿਤੀ: 23/5/19

*(Signature)*

ਮੁੱਖ ਲੇਖਾ ਅਫਸਰ,  
ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ

# ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੋਹਾਲੀ) 160062  
(ਪ੍ਰਸ਼ਾਸਨ ਸਾਖਾ)

## ਦਫਤਰੀ ਹੁਕਮ

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਪੁੱਡਾ) ਦੀ 57ਵੀਂ ਮੀਟਿੰਗ ਦੇ ਮੱਦ ਨੰ: 57.04 ਰਾਹੀਂ ਪੁੱਡਾ ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼ ਰੈਗੂਲੇਸ਼ਨਜ਼-1997 ਵਿੱਚ ਨਵੇਂ ਸੈਕਸ਼ਨ 1-ਸੀ-ਜਨਰਲ ਦੀ ਰਚਨਾ ਕਰਨ ਅਤੇ ਇਸ ਸੈਕਸ਼ਨ ਵਿੱਚ ਲੇਖਾ ਸ਼ਾਖਾ ਨਾਲ ਸਬੰਧਤ ਦੋ ਪਾਵਰਾਂ ਸ਼ਾਮਲ ਕਰਨ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੱਤੀ ਗਈ ਹੈ। ਪੁੱਡਾ ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼ ਰੈਗੂਲੇਸ਼ਨਜ਼-1997, ਜੋ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿ.ਐੱਨ. ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2012/16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਹਨ, ਵਿੱਚ ਸੈਕਸ਼ਨ-1-ਸੀ (ਜਨਰਲ) ਦੀ ਰਚਨਾ ਕਰਦੇ ਹੋਏ ਨਿਮਨ ਪਾਵਰਾਂ ਸ਼ਾਮਲ ਕੀਤੀਆਂ ਜਾਂਦੀਆਂ ਹਨ:-

### ਸੈਕਸ਼ਨ 1-ਸੀ (ਜਨਰਲ)

Sr. No	Nature of Powers	Authority or Officer to whom Power is delegated	Extent of Powers delegated
1.	Repayment of Principal & Interest amount of loan taken from various banks.	Additional Chief Administrator (F&A), PUDA	Full Powers
2.	Transfer of funds from one bank to another bank.	Additional Chief Administrator (F&A), PUDA	Full Powers

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।  
18-06-2019

ਧਰਮ ਪਾਲ ਗੁਪਤਾ, ਆਈ.ਏ.ਐਸ.  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿ.ਐੱਨ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1-2019/17107-166

ਮਿਤੀ:- 18/6/19

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਮਾਡਾ/ਗਲਾਡਾ/ਜੇ.ਡੀ.ਏ/ਪੀ.ਡੀ.ਏ/ਏ.ਡੀ.ਏ/ਬੀ.ਡੀ.ਏ।
2. ਪੁੱਡਾ/ਗਮਾਡਾ ਦੀਆਂ ਸਮੂਹ ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁਖੀ।

ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)  
ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

# ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੋਹਾਲੀ) 160062

(ਪ੍ਰਸ਼ਾਸਨ ਸਾਖਾ)

## ਦਫ਼ਤਰੀ ਹੁਕਮ

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਪੁੱਡਾ) ਦੀ 57ਵੀਂ ਮੀਟਿੰਗ ਵਿੱਚ ਫੈਸਲਾ ਕੀਤਾ ਗਿਆ ਹੈ ਕਿ Deptt of Home Affairs & Justice (Judicial-II Branch) ਵੱਲੋਂ ਤਿਆਰ ਕੀਤੀ "Punjab Dispute Resolution & Litigation Policy, 2018" ਪਾਲਿਸੀ ਅਨੁਸਾਰ ਪੁੱਡਾ ਅਤੇ ਸਮੂਹ ਅਥਾਰਟੀਆਂ ਦਾ ਪੈਨਲ ਐਡਵੋਕੇਟ ਜਨਰਲ, ਪੰਜਾਬ ਤੋਂ ਰੀਵਿਊ ਕਰਵਾਉਣ ਅਤੇ ਨਵੇਂ ਕੇਸ ਐਡਵੋਕੇਟ ਜਨਰਲ, ਪੰਜਾਬ ਦੀ ਸਲਾਹ ਮੁਤਾਬਿਕ ਇਸ ਪੈਨਲ ਦੇ ਵਕੀਲ ਨੂੰ ਦੇਣ ਦੀ ਪ੍ਰਵਾਨਗੀ ਇਸ ਸਰਤ ਤੇ ਦਿੱਤੀ ਜਾਂਦੀ ਹੈ ਕਿ ਜੇਕਰ ਐਡਵੋਕੇਟ ਜਨਰਲ, ਪੰਜਾਬ ਦੀ ਸਲਾਹ ਸਮੇਂ ਸਿਰ ਨਹੀਂ ਪ੍ਰਾਪਤ ਹੁੰਦੀ ਤਾਂ ਸਬੰਧਤ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ ਇਸ ਪੈਨਲ ਦੇ ਕਿਸੇ ਵਕੀਲ ਨੂੰ ਆਪਣੇ ਪੱਧਰ ਤੇ ਕੇਸ ਐਲੋਕੇਟ ਕਰ ਸਕਣਗੇ।

ਇਸ ਲਈ ਪੁੱਡਾ ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ ਰੈਗੂਲੇਸ਼ਨਜ-1997, ਜੋ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿ.ਐ.ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2012/16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਹਨ, ਦੇ ਸੈਕਸ਼ਨ-1-ਏ (ਜਨਰਲ) ਵਿੱਚ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਸੋਧ ਕੀਤੀ ਜਾਂਦੀ ਹੈ:-

### ਸੈਕਸ਼ਨ 1-ਏ (ਜਨਰਲ)

Sr. No.	Nature of Powers	Authority or Officer to whom Power is delegated	Extent of Powers delegated
36	Power to engage lawyers in connection with Civil Suits / Complaints / Appeals for and against the Authority.	(i) Advocate General, Punjab  (ii) CA	(i) Full Powers to engage Advocates for PUDA / All Development Authorities, from panel of Advocates.  (ii) In case, timely response is not received from Advocate General, Punjab Office, CA's will have Full Powers to engage Advocates from respective Authority's panel of Advocates.

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।  
22-04-2019

ਧਰਮ ਪਾਲ ਗੁਪਤਾ, ਆਈ.ਏ.ਐਸ.  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1-2019/

13092 - 13237

ਮਿਤੀ:- 26/4/19

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. ਸਕੱਤਰ, ਗ੍ਰਹਿ ਮਾਮਲੇ ਅਤੇ ਨਿਆਂ ਵਿਭਾਗ (ਜੁਡੀਸ਼ੀਅਲ-II ਸਾਖਾ) ਨੂੰ ਉਹਨਾਂ ਦੇ ਪੱਤਰ ਨੰ: 4/12/2010-6Judl.2/3115 ਮਿਤੀ 24-09-2018 ਦੇ ਹਵਾਲੇ ਵਿੱਚ।
2. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਮਾਡਾ/ਗਲਾਡਾ/ਜੇ.ਡੀ.ਏ/ਪੀ.ਡੀ.ਏ/ਏ.ਡੀ.ਏ/ਬੀ.ਡੀ.ਏ।
3. ਪੁੱਡਾ/ਗਮਾਡਾ ਦੀਆਂ ਸਮੂਹ ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁਖੀ।

26/4/19  
ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

# Punjab Urban Planning & Development Authority

Sector-62, SAS Nagar - 160062  
(Administration Branch)

## Office Orders

With a view to expedite the important projects of Greater Mohali Area Development Authority being handled by Sh. T.R. Katnoria, Superintending Engineer, GMADA, he is hereby delegated the financial and technical powers as given below:-

### Section- II (Works)

Sr. No.	Nature of Powers	Authority or Officer to whom power is delegated	Extent of powers delegated
2.	To accord technical sanction to the detailed estimates.	S.E.	Full Powers
3.	To accept tenders for execution of works.	(i) Committee consisting of SE, ACA (F&A) and ACA (Policy)  ii) Committee consisting of SE, ACA (F&A) and ACA (Policy)	i) Works between Rs. 20.00 lacs to Rs. 50.00 lacs subject to approval of CA in case of single tender or tender other than the lowest.  ii) Works above Rs. 50.00 lacs subject to approval of CA in case of single tender or tender other than the lowest.
5.	To accord sanction to Non-Schedule or extra items.	SE	Full powers.
20.	Grant of extension of time limit for completion of works.	SE	Full powers.

This is issued in exercise of powers conferred vide Sr. No. 32 of Section-II (Works) of Punjab Urban Planning & Development Authority (Delegation of Powers) Regulations-1997, issued vide Endst No. 7989-8018, dated: 09-04-2013 and amended from time to time and with prior approval of Hon'ble Minister, Department of Housing and Urban Development, Punjab.

Dated, SAS Nagar  
06-10-2020

Malwinder Singh Jaggi, IAS  
Chief Administrator.

Endst No. PUDA/Admin/EA1/ 17113-138

Date: 6/10/2020

Copy of the above is forwarded to the following for information and necessary action:-

- 1) Chief Administrator, GMADA, SAS Nagar.
- 2) Head of all branches of GMADA, SAS Nagar.
- 3) Sh. T.R. Katnoria, SE, GMADA, SAS Nagar.

Chief Administrator,  
PUDA.

# ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੋਹਾਲੀ) 160062

(ਪ੍ਰਸ਼ਾਸਨ ਸ਼ਾਖਾ)

## ਦਫਤਰੀ ਹੁਕਮ

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997, ਜੋ ਕਿ ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ:ਪ੍ਰ-ਅਸ-4/1997/25812-865 ਮਿਤੀ 18-11-1997 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਸਨ ਅਤੇ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿ:ਅੰ:ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2013/16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਹਨ, ਦੇ ਲੜੀ ਨੰ: 32 ਭਾਗ II (ਵਰਕਸ) ਅਧੀਨ ਦਿੱਤੇ ਗਏ ਅਧਿਕਾਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਦੇ ਹੋਏ ਮੈਂ, ਮਾਲਵਿੰਦਰ ਸਿੰਘ ਜੱਗੀ, ਆਈ.ਏ.ਐਸ, ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ ਐਸ.ਏ.ਐਸ ਨਗਰ, ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਦੇ ਸੈਕਸ਼ਨ 1-ਬੀ (ਜਨਰਲ) ਦੇ ਲੜੀ ਨੰ: 23 ਵਿੱਚ ਹੇਠ ਅਨੁਸਾਰ ਸੋਧ ਕਰਦਾ ਹਾਂ।

## ਸੈਕਸ਼ਨ 1-ਬੀ (ਜਨਰਲ)

Sr. No	Nature of Powers	Authority or Officer to whom Power is delegated.	Extent of Powers delegated
23.	To sanction reimbursement of medical expenses incurred by the employees.	CA / ACA (HQ) / ACA (Field)	Full powers for Group A, B, C & D

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।  
23-12-2020

ਮਾਲਵਿੰਦਰ ਸਿੰਘ ਜੱਗੀ, ਆਈ.ਏ.ਐਸ  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿ:ਅੰ:ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1-2020/23943-87

ਮਿਤੀ:- 28-12-2020

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਮਾਡਾ/ਗਲਾਡਾ/ਜੇ.ਡੀ.ਏ/ਪੀ.ਡੀ.ਏ/ਏ.ਡੀ.ਏ/ਬੀ.ਡੀ.ਏ।
2. ਪੁੱਡਾ/ਗਮਾਡਾ ਦੀਆਂ ਸਮੂਹ ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁਖੀ।

28/12/20  
ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

# ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੋਹਾਲੀ) 160062

(ਪ੍ਰਸ਼ਾਸਨ ਸਾਖਾ)

## ਦਫਤਰੀ ਹੁਕਮ

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997, ਜੋ ਕਿ ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ:ਪ੍-ਅਸ-4/1997/25812-865 ਮਿਤੀ 18-11-1997 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਸਨ ਅਤੇ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿ:ਅੰ:ਨੰ: ਪੁੱਡਾ-ਪ੍-ਅਸ-1/2013/16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਹਨ, ਦੇ ਲੜੀ ਨੰ: 32 ਭਾਗ II (ਵਰਕਸ) ਅਧੀਨ ਦਿੱਤੇ ਗਏ ਅਧਿਕਾਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਦੇ ਹੋਏ ਮੈਂ, ਮਾਲਵਿੰਦਰ ਸਿੰਘ ਜੱਗੀ, ਆਈ.ਏ.ਐਸ, ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ ਐਸ.ਏ.ਐਸ ਨਗਰ, ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਨਿਮਨ ਅਨੁਸਾਰ ਸੋਧ ਕਰਦਾ ਹਾਂ।

SECTION 1-A (GENERAL)			
Sr. No	Nature of Powers	Authority or Officer to whom Power is delegated	Extent of Powers delegated
21	Power to grant leave	i. CA ii. ACA (HQ/Field) iii. CE iv. SE v. Divisional Engineer vi. AGM (HR)/Estb. Officer (Admin)	i. Full Powers (Including Ex-India Leave) ii. Full Powers for Group-A,B,C & D (excluding Ex-India Leave) for employees working under their respective controls. iii. Full Powers for Group-A,B,C & D (except Superintending Engineers) for employees working under their respective controls (excluding Ex-India Leave) iv. Full Powers for Group-A,B,C & D (except Divisional Engineers) for employees working under their respective controls (excluding Ex-India Leave) v. Full Powers for Group-A,B,C & D (except Sub Divisional Engineers) for employees working under their respective controls (excluding Ex-India Leave) vi. Full Powers for Group-C & D (excluding Ex-India Leave) for employees working under their respective controls.
31	Issuing of No Objection Certificate. No dues certificates for obtaining Passport	i. CA ii. CE, PUDA iii. AGM (HR) /Estb. Officer (Admin)	i. Full Powers for ACAs, CE, GM ii. Full Powers for regular workcharged employees. iii. Full Powers for All Ministerial & Technical Staff including Group D employees except ACA, CE, GM.



31-B	Issue of No due Certificate to the PUDA employees.	i. ACA (HQ) ii. AGM (HR) /Estb. Officer (Admin)	i. Full powers for Group-A, B & C employees. ii. Full powers for Group-D employees.
33.	Forwarding of applications to the organization to whom they are addressed as per government instructions and permission to pursue further studies by the employee in every class through correspondence or privately or any other examination.	i. ACA (HQ)/Field ii. AGM (HR) /Estb. Officer (Admin) iii. Chief Engineer	i. Full Powers Group- A, B, C & D ii. Full Powers for Group- C & D. iii. Full Powers for workcharged employees.
35	Grant of proficiency/selection grade and senior scale/placement in the higher scale and grant of class -II status to JE under Assured Career Progression Scheme.	i. CA, PUDA ii. ACA (HQ) iii. AGM (HR) /Estb. Officer (Admin) iv. SE concerned	i. Full Powers for Group-A employees. ii. Full Powers for Group B & C employees iii. Full Powers for Group-D employees. If in any case, the record of the concerned employee is not satisfactory the same may be forwarded to Chief Administrator. iv. Full Powers for work-charged staff under his control. If in any case, the record of the concerned employee is not satisfactory the same may be forwarded to Chief Engineer.
41	To sanction post retirement benefits viz, payment of gratuity, leave encashment, payment of C.P.F. & GIS etc. to employees of PUDA.	i. ACA (HQ) ii. AGM (HR) /Estb. Officer (Admin) iii. CE, PUDA	i. Full Powers For Group-A & B ii. Full Powers for Group- C & D. iii. Full Powers for Work-charged staff.
<b>SECTION 1-B (GENERAL)</b>			
14	To sanction supply of liveries to drivers and Class-IV employees	i. ACA (Field)/ AGM (HR) /Estb. Officer (Admin)	i. Full Powers
31-A	To issue certificate of residential proof to the officers/ officials of PUDA.	i. AGM (HR) /Estb. Officer (Admin)	i. Full powers for Group A, B, C & D.

ਮਿਤੀ, ਐਸ. ਏ. ਐਸ. ਨਗਰ।  
04-06-2021

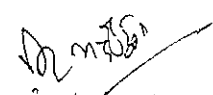
ਮਾਲਵਿੰਦਰ ਸਿੰਘ ਜੱਗੀ, ਆਈ. ਏ. ਐਸ.  
ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿੱਠੀ: ਪੱਡਾ-ਪ੍ਰ-ਅਸ-1-2021/13103-147

ਮਿਤੀ:- 11-06-2021

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਮਾਡਾ/ਗਲਾਡਾ/ਜੇ.ਡੀ.ਏ./ਪੀ.ਡੀ.ਏ./ਏ.ਡੀ.ਏ./ਬੀ.ਡੀ.ਏ।
2. ਪੁੱਡਾ/ਗਮਾਡਾ ਦੀਆਂ ਸਮੂਹ ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁਖੀ।

  
ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

# ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੋਹਾਲੀ) 160062

(ਪ੍ਰਸ਼ਾਸਨ ਸ਼ਾਖਾ)

## ਦਫਤਰੀ ਹੁਕਮ

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997, ਜੋ ਕਿ ਪਿਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-4/1997/25812-865 ਮਿਤੀ 18-11-1997 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਸਨ ਅਤੇ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿ.ਐ.ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2013/16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਹਨ, ਦੇ ਲੜੀ ਨੰ: 32 ਭਾਗ II (ਵਰਕਸ) ਅਧੀਨ ਦਿੱਤੇ ਗਏ ਅਧਿਕਾਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਦੇ ਹੋਏ ਮੈਂ, ਵਿਨੈ ਬੁਬਲਾਨੀ, ਆਈ.ਏ.ਐਸ, ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ ਐਸ.ਏ.ਐਸ ਨਗਰ, ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਨਿਮਨ ਅਨੁਸਾਰ ਸੋਧ ਕਰਦਾ ਹਾਂ।

### SECTION-1-B (General)

Sr No.	Nature of Powers	Authority or Officer to whom Power is delegated	Extent of Powers delegated
1.	To sanction expenditure on purchase of vehicles such as Cars, Jeeps, Pick-up Vans, Trucks, Buses etc.	(ii) ACA (F&A), PUDA/GMADA	(ii) Full powers for purchase of vehicles only for replacement of old vehicles.
2.	To sanction expenditure on purchase of: - (i) Furniture & fixtures	(ii) ACA (F&A), PUDA/GMADA	(ii) Full Powers
9	To sanction expenditure on purchase of stationary without obtaining tenders	(iv) ACA (F&A), PUDA/GMADA	(iv) Upto Rs. 10,000/- on one single occasion and Rs. 50,000/- in a year.
16	To sanction expenditure on miscellaneous office expenses such as hire charges and repair of office furniture, office equipment, fans, charges for carriage of office record.	(ii) ACA (F&A), PUDA/GMADA	(ii) Full Powers
17-A	(i) To incur expenditure on entertainment during the meeting held by the Officers posted at HQ.	(i) ACA (F&A), PUDA/GMADA	Upto Rs. 10,000/- PM.
20.	(i) To sanction expenditure on repair and replacement of parts of vehicles (Major repair).	(ii) ACA (F&A), PUDA/GMADA	(ii) Full Powers
	(ii) To sanction expenditure on running & maintenance of Vehicles and generator including repair & replacement of parts.	(ii) ACA (F&A), PUDA/GMADA	(ii) Full powers (above the ceiling imposed).
24.	To declare stores and stocks surplus or un-serviceable.	(v) ACA (F&A), PUDA/GMADA	(v) Upto Rs. 5,000/- each item (book value)
33.	To sanction expenditure upon items specified in detail in the sanctioned budget estimates under contingencies not otherwise provided for in these regulations.	(iii) ACA (F&A), PUDA/GMADA	(iii) Upto Rs. 25,000/- per item.

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।

27-09-2021

ਪਿ.ਐ.ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1-2021/ 31258-94

ਵਿਨੈ ਬੁਬਲਾਨੀ, ਆਈ.ਏ.ਐਸ

ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਮਿਤੀ:- 28/9/21

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਮਾਡਾ/ਗਲਾਡਾ/ਜੇ.ਡੀ.ਏ/ਪੀ.ਡੀ.ਏ/ਏ.ਡੀ.ਏ/ਬੀ.ਡੀ.ਏ।
2. ਪੁੱਡਾ/ਗਮਾਡਾ ਦੀਆਂ ਸਮੂਹ ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁਖੀ।

ਸੁਪਰਡੈਂਟ (ਅਮਲਾ)

ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

# ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਸੈਕਟਰ-62, ਐਸ.ਏ.ਐਸ. ਨਗਰ (ਮੋਹਾਲੀ) 160062

(ਪ੍ਰਸ਼ਾਸਨ ਸ਼ਾਖਾ)

## ਦਫਤਰੀ ਹੁਕਮ

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997, ਜੋ ਕਿ ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-4/1997/25812-865 ਮਿਤੀ 18-11-1997 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਸਨ ਅਤੇ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਸੋਧ ਮੁਤਾਬਿਕ ਪਿ.ਅੰ.ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1/2013/16340-75 ਮਿਤੀ 02-08-2013 ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੇ ਗਏ ਹਨ, ਦੇ ਲੜੀ ਨੰ: 32 ਭਾਗ II (ਵਰਕਸ) ਅਧੀਨ ਦਿੱਤੇ ਗਏ ਅਧਿਕਾਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਦੇ ਹੋਏ ਮੈਂ, ਵਿਨੈ ਬੁਬਲਾਨੀ, ਆਈ.ਏ.ਐਸ, ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੁੱਡਾ ਐਸ.ਏ.ਐਸ ਨਗਰ, ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ (ਡੈਲੀਗੇਸ਼ਨ ਆਫ ਪਾਵਰਜ਼) ਰੈਗੂਲੇਸ਼ਨਜ਼, 1997 ਦੇ Section- 1-B (General) ਦੇ Sr. No. 17 ਵਿੱਚ ਸੋਧ ਕਰਦੇ ਹੋਏ ਨਿਮਨ ਅਸਾਮੀ ਦਾ ਨਾਂ ਸ਼ਾਮਲ ਕਰਦਾ ਹਾਂ:-

Sr. No	Nature of Powers	Authority or Officer to whom Power is delegated	Extent of Powers delegated
17	To incur expenditure on entertainment in the interest of the Authority's business activities.	23) Chief Town Planner, PUDA	Upto Rs. 2,000/- per month.

ਮਿਤੀ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।

21-09-2021

ਵਿਨੈ ਬੁਬਲਾਨੀ, ਆਈ.ਏ.ਐਸ


ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।

ਪਿ.ਅੰ.ਨੰ: ਪੁੱਡਾ-ਪ੍ਰ-ਅਸ-1-2021/ 31422-58

ਮਿਤੀ:- 24/9/21

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਮਾਡਾ/ਗਲਾਡਾ/ਜੇ.ਡੀ.ਏ/ਪੀ.ਡੀ.ਏ/ਏ.ਡੀ.ਏ/ਬੀ.ਡੀ.ਏ।
2. ਮੁੱਖ ਨਗਰ ਯੋਜਨਾਕਾਰ, ਪੁੱਡਾ, ਐਸ.ਏ.ਐਸ ਨਗਰ।
3. ਪੁੱਡਾ/ਗਮਾਡਾ ਦੀਆਂ ਸਮੂਹ ਸ਼ਾਖਾਵਾਂ ਦੇ ਮੁਖੀ।

  
ਸੁਪਰਡੈਂਟ (ਅਸਲਾ)

21 ਵਾ: ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ।