

Powers and Duties of Officers and Employees [Section 4(1) (b) (ii)]

3.1 Details of the powers and duties of officers and employees of the authority by designation as follows

Sl. No.	Officers/ Designation	Duties Allotted	Powers
1	Secretary	Head of the Department	Final Authority
2	Special Secretary	Policy Matters, Planning and Co-ordination of Departmental sections	All delegated powers
3	Chief Engineer (Civil)	Civil Engineering works of the Department	- Do -
4	Additional Chief Engineer	Civil Engineering works of the Department	- Do -
5	DIRECTOR Technical Education & Scholarship Scholarship & Higher Education		- Do -
6	DIRECTOR Higher Education & Recruitment Higher	Education, Recruitment of personnel, Education Rules	
7.	DIRECTOR Language, Text Book	All matters related to Language, Text Book, Co-ordination	-Do-
8.	DIRECTOR Training & Legal Matters	SIE, DIET, Training Programmes & Legal Matters	-Do-
9.	DIRECTOR Language, Textbook	All matters related to Language & Text Book Sections	- Do -
10.	STATE PROJECT DIRECTOR SSA	Implementation of SSA	- Do -
11.	DIRECT Accounts OR HRDD	Financial management of	- Do -