

CHAPTER – 7
(Manual – 6)

Statement of Boards, Committees constituted by the Department

1. Committee for Procurement of Stationery and Non-stationery Items

A Committee with a composition of -

- i) Secretary to Government (Ptg. & Sty.) as Chairman,
- ii) Director (Stationery & Printing) – Member,
- iii) Under Secretary (Finance) - Member,

iv) Deputy Director (Sty.) / Senior Accounts Officer – Member Secretary

is constituted for procurement of bulk quantities of Stationery, non-stationery Items and machinery in a transparent manner.

The stocks on receipt are accepted only after verification by a committee of Officers consisting of Joint Director (Printing), Deputy Director (Works) and Stores Superintendent.

2. Committee for Review of Recruitment Rules

A Committee with the following composition of -

- Director - Chairman
- Under Secretary to Government - Member
- Joint Director (Ptg.) - Member
- Deputy Director (Works) - Member
- Seven representatives from Service Associations - Members
- Deputy Director (Sty.) - Member Secretary

is constituted to review the Recruitment Rules of various posts/grades in the Department and to suggest amendments wherever necessary taking into account the instructions/orders/guidelines issued by the Government for framing/amendment of the Recruitment Rules. The recommendations of the Committee shall only be recommendatory in nature and the decision of the Government shall be final.