

## CHAPTER 2

### **Organisation, Functions and Duties [Section 4(1)(b)(i)]**

2.1 Particulars of the organization, functions and duties:-

#### **WINGS & FUNCTIONS :**

- **Administration wing (Secretary)** deals with the matters pertaining to establishment, allotment of sites, houses, shops, offices etc.,
- **Engineering wing (Chief Engineer)** deals with execution of various developmental works, formation of layouts, infrastructure works and deposit works.
- **Planning wing (Chief Urban Planner)** deals with the preparation of Master plans, Zonal Development Plans and Layout plans and its regulation & enforcement.
- **Projects wing** undertakes Planning and Development of Special Projects, Housing Projects, other projects related tourism and recreational interest.
- **Estate Management wing (Estate officer)** secures land for development of layouts and construction of housing projects / others. It also manages assets of the Authority.
- **Accounts wing (Chief Accounts officer)** maintains the accounts of the Authority.
- **Urban Forestry wing (Divisional Forest officer)** looks after development and maintenance of parks, greenery