

# **JOB CHART OF OFFICERS OF R.D.D.**

## **I. DEPUTY SECRETARY (ADMN.)**

1. Establishment & Training
2. Court Cases
3. Legislative Matters Coordination
4. Stores & House Keeping / DDO
5. Complaints PE, DE, ACD Cases

## **II. PROJECT DIRECTOR-CUM-DEPUTY SECRETARY(LAND RESOURCES)**

1. Land Development Programme including DDP, DPAP, IWDP, MGY, NWDPRA etc.
2. Community Lift Irrigation Schemes.

## **III. PROJECT DIRECTOR-CUM-DEPUTY SECRETARY(WAGE EMPLOYMENT)**

1. SGRY, NFFWP, NREGS.
2. Water Harvesting Structure
3. Wage Employment based Programme

## **IV. PROJECT DIRECTOR-CUM-DEPUTY SECRETARY(SELF EMPLOYMENT)**

1. SGSY
2. Self Employment based Poverty Alleviation Programmes.

## **V. PROJECT DIRECTOR-CUM-DEPUTY SECRETARY (Engg.)**

1. Housing Programmes.
2. Gramin Karya Nirdeshika
3. Renewable Energy Related Programme (Biogas etc.)
4. NGO's Involvement in RD Programmes.

## **VI. PROJECT DIRECTOR-CUM-DEPUTY SECRETARY(Special Area Programme)**

1. Area Development Programmes including MPLAD, MLALAD, GGY, BADP, MEWAT, PURA, DANG, MAGRA, SWA-VIVEK
2. Rural Technology Centres.

## **VII. PROJECT DIRECTOR-CUM-DEPUTY SECRETARY (FINANCE & ACCOUNTS)**

1. Budget
2. Accounts & Audit.
3. DRDA Administration.
4. Vigilance.

## **VIII. PROJECT DIRECTOR-CUM-DEPUTY SECRETARY(MONIT. EVALUATION)**

1. Monitoring & Evaluation.
2. Coordination within RD Department.
3. Presentations.
4. IEC & Publicity.
5. Library.
6. Computerization in RD Department.