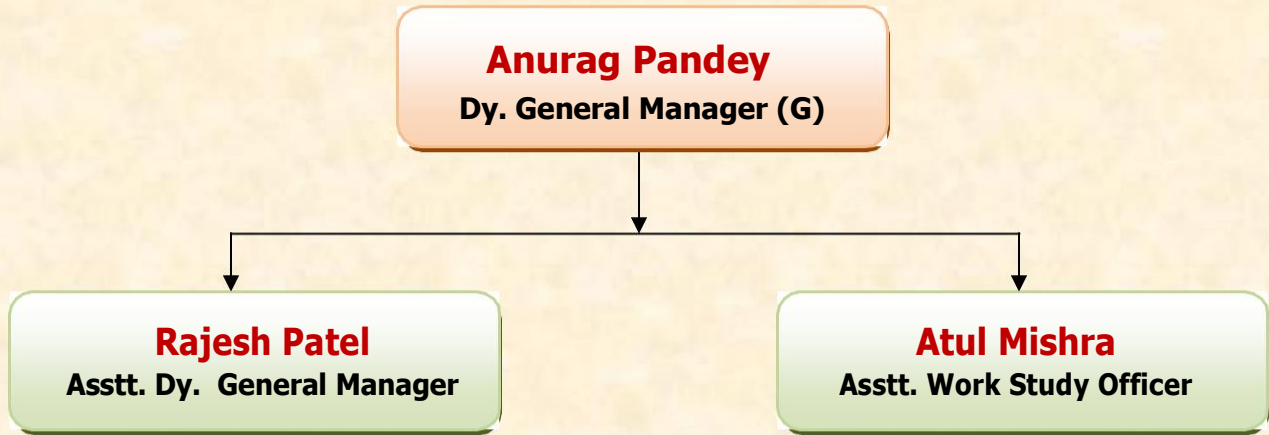


Organization Chart



Duties of Officer's:

Designation	Duties
DGM (G)	Assist SDGM in public grievance cell & work study cell. Controller of civil defence. Assist GM in preparation of MCDO, MP/MLA references replies, GM conference, GM Desk folder, nomination of arbitration panel, SOP, etc. Also he acts as secretary in ZRUCC & PREM meeting.
ADGM	Assist DGM in dealing with Public Grievance, ZRUCC, Parliamentary business and other general matters. Supervision of cleaning contract, procurement of items & repair proposals, general imprest, etc.
AWSO	Assist DGM in dealing with work study cell., nomination of arbitration panel, RTI, CRB/GM Inspections, SOP, etc.

Staff Position of DGM Cell

Category	Grade pay	S/S	MOR	VAC
Planning Insp	4600	1	1	0
Ch. Pub. Inf. Insp (RTI)	4600	1	1	0
Pub. Inf. Insp (RTI)	4200	1	1	0
Chief Work Study Insp	4600	2	2	0
Work Study Insp	4200	2	1	1
Complaint Insp.	4600	1	1	0
Facilitation Insp.	4200	1	1	0
Civil Defence Insp.	4600	1	1	0
Efficiency Insp.	4600	1	1	0
Janitor	4600	1	1	0
Ch. OS	4600	1	1	0
OS	4200	4	6	-2
Sr. Clerk	2800	3	0	3
Jr. Clerk	1900	1	5	-4
Total		21	23	-2