

NO: D.C. MKD. NO. 5485
2-12-014

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GOVT. OF KHYBER PAKHTUNKHWA
ESTABLISHMENT & ADMN: DEPARTMENT
(REGULATION WING)

Dated Peshawar, the 16th January, 2013

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NOTIFICATION

No. SO(O&M)E&AD/2-30/2007-Vol-II: The competent authority is pleased to approve the following functions of the Deputy Commissioner, Additional Deputy Commissioner, Assistant Commissioner and Additional Assistant Commissioner working in the Govt. of Khyber Pakhtunkhwa:-

(FUNCTIONS OF THE DEPUTY COMMISSIONER)

1. Monitoring and Supervision of Revenue Administration as Collector.
2. As representative of the Government at the District level and in the discharge of his duties/functions will be responsible to the Provincial Government through the Commissioner.
3. Dispose off Revenue appeals.
4. Supervise and Coordinate with the District Line Departments in implementation of Government policies.
5. Oversee the Law and Order of the District and keep posted the Commissioner/ Provincial Government.
6. Exercise powers u/s 144 Cr.Pc and 3 MPO.
7. Act as Controller General of prices in the District.
8. Act as District Relief Commissioner.
9. Act as Principal Accounting Officer of A/C-IV and Chairman, District Development Committee(DDC) and other committees.
10. Supervise duties pertaining to Polio, election, encroachments, traffic plans, Addas/Bus Stands.
11. Exercise general supervision over Programmes, Projects, Services and other activities in the Districts.
12. Controller civil defence. ✓
13. Any other duty assigned by the Government.

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(FUNCTIONS OF THE ADDITIONAL DEPUTY COMMISSIONER)

1. Assist the Deputy Commissioner in Development Work
2. Assist the Deputy Commissioner in Revenue work as Additional Collector.
3. Work as Driving Licence Issuance Authority. —
4. Any other duty assigned by the Deputy Commissioner.
5. Any other duty assigned by the Government.

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FUNCTIONS OF THE ASSISTANT COMMISSIONER

1. In the discharge of duties and functions will be responsible to the Deputy Commissioner
2. Monitoring and supervision of Revenue Administration as Assistant Collector in his Sub-Division.
3. Supervise the Prices of essential commodities in his Sub-Division.
4. Supervise and coordinate with the line Departments in implementation of Government Policies.
5. Oversee Law and order of the Sub-Division and keep posted the Deputy Commissioner.
6. Act as representative of the Government at Sub-Divisional level.
7. Supervise duties pertaining to Polio, encroachment removal, Civic Services, Traffic Plans, Addas/Bus Stands related issues etc.
8. Any other duty assigned by the Deputy Commissioner.

FUNCTIONS OF THE ADDITIONAL ASSISTANT COMMISSIONER

1. In the discharge of duties and functions will be responsible to the Deputy Commissioner through the Assistant Commissioner.
2. Act as Price Magistrate.
3. Supervise and take steps for Removal of Encroachments.
- ✓ 4. Attestation of Domiciles.
5. Dispose of Revenue Cases as Assistant Collector.
6. Attestation of documents of his jurisdiction. ✓
7. Law and Order duty in his jurisdiction as District Administration Representative.
8. Protocol Duty in his jurisdiction.
9. Inspection of educational, Health, and civic facilities in his jurisdiction as and when directed. —
10. Assist the Assistant Commissioner in day to day affairs.
11. Any other duty assigned by the Deputy Commissioner.

All the concerned Departments may amend the existing rules where required.

CHIEF SECRETARY
GOVERNMENT OF KHYBER PAKHTUNKHWA

OFFICE OF THE DY: COMMISSIONER, MALAKAND

No. _____ 11/7/Est: Dated _____ 11/2/2014

Copy with copy of above forwarded to :-

- (1) The Addl: Dy: Commissioner, Malakand
 - (2) The A. C. Battkhela.
 - (3) The A. C. Dargai
 - (4) The Addl. A. C. Battkhela
 - (5) The Addl. A. C. Dargai
- For information and Compliance.

For Dy: Commissioner