

**DEPARTMENT OF FOOD & SUPPLIES AND CONSUMER
AFFAIRS & LEGAL METROLOGY, U.T. CHANDIGARH**

**PUBLICATION OF INFORMATION REGARDING ITEMS
SPECIFIED IN RULE 4(i) (b) (ii) OF THE RIGHT TO
INFORMATION ACT, 2005**

(The powers and duties of the officers and employees)

Sr. No.	Name of the post	Powers and duties
1.	Secretary Food & Supplies and Consumer Affairs & Legal Metrology	Administrative Secretary
2.	Director, Food & Supplies and Consumer Affairs & Legal Metrology	Head of the Department
3.	Additional Director Food & Supplies and Consumer Affairs & Legal Metrology	Head of office
4.	District Food & Supplies and Consumer Affairs Officer	Supervision of working of the staff of the department, implementation of the DBT Scheme for foodgrains under National Food Security Act, 2013 and control orders issued under the Essential Commodities Act, 1955 and Consumer Protection Act, 1986, Chandigarh Legal Metrology (Enforcement) Rules, 2011
5.	Assistant Food & Supplies Officer	Implementation of the DBT Scheme for foodgrains under National Food Security Act, 2013 and control orders issued under the Essential Commodities Act, 1955.
6.	Superintendent	Establishment Branch and Drawing & Disbursing Officer
7.	Sr. Assistant (Accounts)	Establishment & Service Matters
8.	Jr. Auditor	To deal financial matters

9.	Inspectors	To implement various Acts and control orders, Identification and enrolment of DBT Beneficiaries under NFSA and supervision of area allotted.
10.	Inspectors Gr-II	To implement various act and control orders, Identification of DBT Beneficiaries under NFSA and supervision of area allotted.
11.	Steno	Establishment branch and duties assigned by the officers from time to time.
12.	Clerks	Submission of daily dak to the supervisory staff.