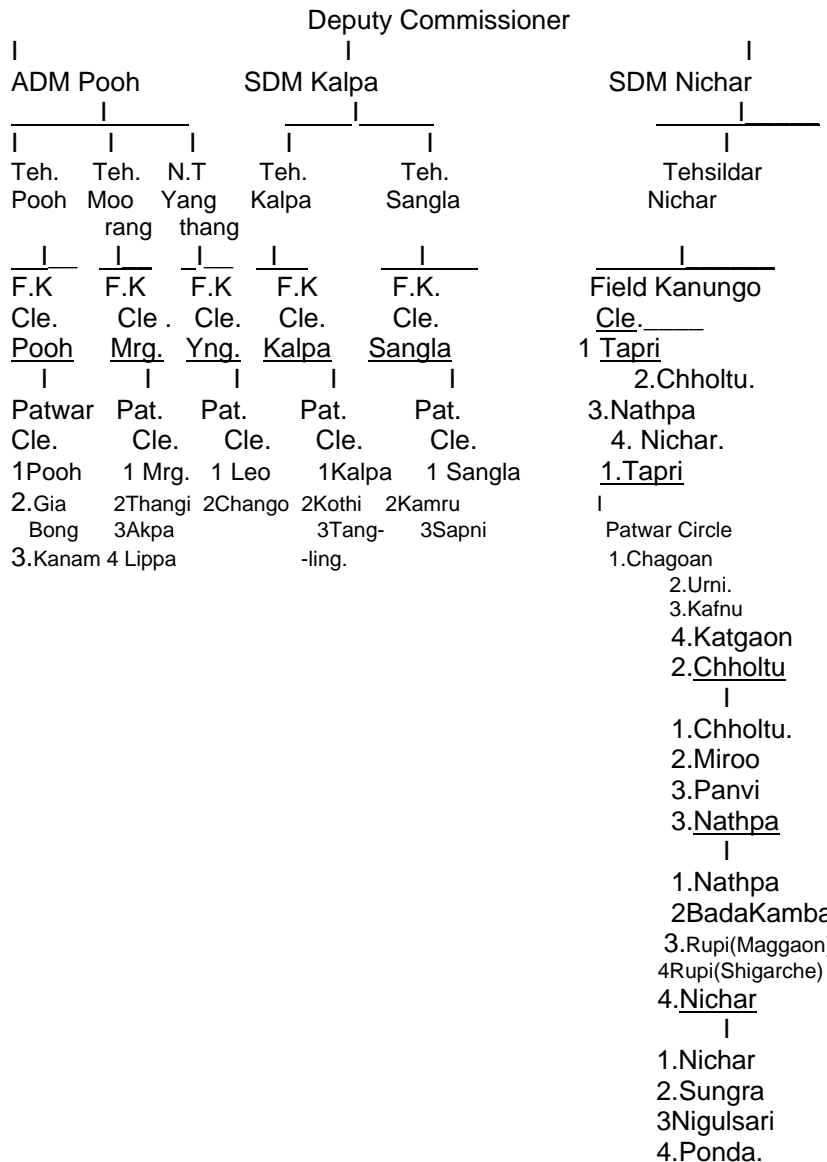


PARTICULARS OF ORGANISATION, FUNCTIONS AND DUTIES

Office of Deputy Commissioner Kinnaur.

The Deputy Commissioner is assisted by the Assistant Commissioner at the district headquarter Rekong Peo , and Additional district Magistrate, Sub Divisional Magistrates, Tehsildars, Naib Tehsildar, Officers/ functionaries at Sub Division/Tehsil/Sub Tehsil/ Field Kanungos-Patwar Circle level. The organizational setup of the office in this district is as under:-



The Additional District Magistrate, Sub Divisional Magistrates, Tehsildar, Naib Tehsildar exercise revenue and executive powers under various laws in their local jurisdiction. They are responsible for law and order besides implementing various Govt. policies/ schemes/ decisions pertaining to revenue department through the officers/ functionaries at grass root level in the district. They are also responsible for updating of land records, conducting agriculture census in their defined jurisdictions. These revenue officers act under the general control of the Deputy commissioner.

At the district headquarter; this office has been divided in various branches mentioned hereinafter. Mainly the function and duties of this office are:-

1. Land Revenue Administration (including preparation/ updating of land records).
2. Maintenance of Law & Order.
3. Implementation of Provisions of various land laws/ acts/Rules.
4. Implementation of various policy/ schemes/ instructions of Revenue department in the district.
5. Redressal of Public Grievances pertaining to revenue deptt. in this district.