

In terms of Rule 20 of the West Bengal Rules of Business, made by the Governor of West Bengal under Article 166(3) of the Constitution of India and in supersession of all previous standing orders in this behalf, the following orders in respect of the Department of Development & Planning Department will be as follows :

All matters under the said Rule as detailed below shall be brought to the notice of MIC of the Department by the Secretary of the Department.

**SCHEDULE** ✓

1. All matters involving questions of policy or principle or a departure from the existing policy or principle of this Department.
2. All matters which are required to be placed before the Cabinet.
3. All cases which are required to be submitted to the Governor, the Chief Minister, any other Ministers of this Government and the Learned Advocate General.
4. Framing and amendment of Acts & Rules by this Department.
5. All communications on policy matters received from or to be sent to the Central Government and other State Government.
6. All communications to be sent to the MIC/MOS of other Departments of this State Government.
7. Correspondence received from MPs, MLAs, Sabhadhipatis of Zilla Parishads.
8. All proposals involving Central or State Legislation and proposals for framing or amending any statutory rules.
9. Any case in which the proposed action is likely to cause difference of opinion with other Departments or with the members of the State and Union Legislatures or has communal implications may raise serious controversy in the Press or Legislature.
10. Release, disciplinary proceedings, re-employment and representations of all officers of All India Services and Group "A" State Services of this Department.
11. All matters relating to important new schemes.

12. All cases or irregularities reported in inspection reports by the Accountant General, West Bengal, the Comptroller & Auditor General and the Public Accounts Committee.
13. Appointment, promotion, disciplinary proceedings, dismissal, re-employment and representations of all Gr. A officers not below the rank of Additional Director of the subordinate offices under the administrative control of the Department.
14. All proposals relating to recruitment to any post in the Department and subordinate offices under the administrative control of the Department in relaxation of the normal rules and procedures.
15. All nominations or appointments to Boards, Committees etc. under the control of the Department.
16. All cases in which it is proposed to disagree with the advice of the Public Service Commission or of the Ld. Legal Remembrancer or the Vigilance Commission.
17. Appointment of lawyers outside the panel of Learned Legal Remembrancer to defend the cases of the Department and subordinate offices under the administrative control of the Department.
18. All matters relating to extension of tenure of appointment and re-employment in the Department and in the subordinate offices under the administrative control of the Department.
19. All matters of public importance/interest regarding which it is proposed to release information to the Press and under the Right to Information Act.
20. All important reports or allegations about corrupt practices.
21. All matters related to Assembly/Parliamentary questions and Budget Speech.
22. Any other matters that I may pass orders for being brought to my notice from time to time.