Allocation of work amongst various departments of Government of NCT of Delhi as per Allocation of Business Rules, 1993, notified vide notification No.F. 57/1/92-S.I./Vol.III dated 1.12.1993

1	**Administrative Reforms Department**	1. Administrative Reforms 2. Work Study 3. Re-organisation of Departments 4. Organisation and Methods 5. Office Inspections 6. Redressal of Public Grievances *Other activities assigned:* *Implementation of Right to Information Act* *Secretariat functions of Lokayukta Office* *Secretariat functions of Public Grievances Commission*
2	**Development Department**	1. Agriculture, including agricultural education and research, protection against pests and prevention of plant diseases. 2. Preservation, protection and improvement of livestock and prevention of animal diseases; veterinary training and practice. 3. Fisheries. 4. Dairy Development 5. Poultry 6. Community Projects 7. Minor Irrigation Scheme 8. Panchyats. 9. Prevention of Cruelty to Animals 10. Delhi Energy Development Agency* 11. Agriculture Produce Market Committees 12. Directorate of Agricultural Marketing 13. Agriculture Marketing Board 14. Cooperation 15. Science & Technology 16. District Rural Development Agency * Being wound up
3	**Environment, Forest and Wild Life Department**	1. Environment 2. Forests 3. Protection of wild animals and birds 4. Waste Land Development Agency
4	**Election Department**	1. Election to Parliament and Legislative Assembly
5	**Education Department**	1. School Education 2. Aided Schools 3. College Education* 4. Teachers' Training 5. Sports

		6. State Council for Educational Research & Training and DIET 7. Grant-in-aid /Financial Assistance to scholars and Cultural Organisations 8. Holding of entrance examination of Rashtriya Military College 9. Youth & Welfare activities 10. Sahitya Kala Parishad** 11. Museums** 12. Archives** 13. Archaeology** 14. Delhi Gazetteer 15. Art and Culture** 16. National Cadet Corps * Is with Directorate of Higher Education ** Is with Art & Culture Department
6	**Employment Department**	1. Employment services 2. Employment Exchanges
7	**Finance Department**	1. Fiscal Policy and financial management 2. Preparation of budget estimates revised estimates including pre-budget scrutiny of proposals 3. Re-appropriation of funds 4. Appropriation of Accounts 5. Allotment of funds for conveyance advance and house building advance. 6. Taxes on intoxicating liquors, narcotic dugs, opium and dangerous drugs. 7. Taxes on luxurious items including taxes on entertainment, amusement, betting and gambling. 8. Taxes on land other than land revenue 9. Taxes on sale and purchase of goods 10. Excise duties on alcoholic liquors for human consumption and opium, Indian Hamp and other narcotic drugs. 11. Stamp Duty 12. Administrative work relating to the following departments and the administration of relevant Acts and rules relating to the said departments: a) Chit Fund b) Entertainment c) Excise d) Sales Tax 13. Expenditure sanctions and review of monthly expenditure 14. Pay & Accounts Organisation 15. Administrative work relating to treasury

		16. Management of accounts cadre 17. Directorate of Audit 18. Audit Inspections/Reports 19. Public Accounts Committee 20. Banking and Institutional Finance 21. Foreign Exchange 22. Compulsory Deposit Scheme 23. Delhi Financial Corporation 24. Delhi Lotteries 25. National Savings Scheme 26. Standing Finance Committee 27. Money lending & money lenders
8	**Food & Supplies Department**	1. Supply of Essential Commodities 2. Price Control 3. Maintaining supplies of specified food articles. Kerosene Oil, Soft coke etc. 4. Marketing Intelligence 5. Promoting supply of milk, essential items and other consumer goods 6. Delhi State Civil Supplies Corporation 7. Delhi Consumer Protection Council 8. Consumer Dispute Redressal Commission 9. Consumer Dispute Redressal Forums 10. Weights & Measures except establishment of standards 11. Public Distribution System *Other activities assigned:* *State Consumer Forums* *District Consumer Forums*
9	**General Administration Department**	1. Administration of Government of National Capital Territory of Delhi Act, 1991 & Rules made there under. 2. Political and Confidential Matters 3. Allocation of Business Rules, 1993 4. Transaction of Business Rules, 1993 5. Cabinet Meetings 6. Establishment matters of Secretariat Departments 7. Service matters of Secretariat Departments 8. Estimates Committee/Parliament work belonging to more than one department 9. Grant of relief to political sufferers/political pensions. 10. References from Government of India and other governments on matters, which concern more than one department. 11. Official Gazettes

		12. Annual Administration Report 13. Recovery of loans granted to Burma Evacuees 14. General registry and dispatch 15. Care taking Branch for Secretariat Departments 16. Holidays 17. Northern zonal Council 18. Residual work which is not specifically allotted to any other department 19. Coordination between various departments of the Government
10	**Home Department**	1. Public Order 2. Police including Railway & traffic Police 3. Internal Security 4. Prevention, detention, removal of prisoners from one state to another. 5. Criminal Law including all matter included in the Indian Penal Code. 6. Criminal procedure including all matters included in the Code of Criminal Procedure 7. Foreign Regional Registration Office 8. Executive Magistrate 9. Mercy petitions 10. VIP & Airport security 11. Suppression of Immoral Traffic in women 12. National Integration 13. Sikh Pilgrim to Pakistan 14. Prosecution 15. Control of Price Chits & money circulation schemes control 16. Small coins offences 17. Poison & Explosives 18. Magisterial enquiry and Inquiry Commissions 19. Establishment & service matter of Police 20. Regulation of Arms and Ammunition 21. National emergency 22. Awards 23. Theatres and Dramatic performances, Cinemas, Sports, entertainments and Amusement (Regulation) 24. Prevention of improper use of Symbols and names 25. Delhi Fire Service. 26. Press & registration of books 27. Regulation of objectionable printed matters 28. Betting and gambling 29. Prevention of begging 30. Welfare of minorities 31. Contingency Plan for Post and Telegraph and

		Railways during strike. 32. Sale, publication and distribution of restricted maps 33. Prohibited places 34. Disconnection of telephones 35. Interception of mail and telephone tapping 36. Post & Telegraph Advisory Board 37. Administration of Enemy properties 38. Terrorist and Disruptive Activities 39. Civil Defence 40. Home Guards 41. Extension of visas, prosecution and deportation of Pak nationals 42. Administration of Jails.
11	**Industries department**	1. Industries 2. Trade and Commerce 3. Industrial Planning and Development 4. Khadi & Village Industries Board 5. Firms & Societies 6. Quality control 7. Delhi State Industrial Development Corporation 8. Delhi State Mineral Development Corporation* 9. Marketing and Financial assistance to small and medium entrepreneurs. 10. Training facilities related to industry 11. Promotion and Regulation of small scale industries 12. Handloom, Handicrafts & Textiles 13. Industrial Survey 14. Tool room and training center 15. Promotion of foreign trade 16. Promotion and management of industrial estates and industrial areas. * Has been merged with DSIDC
12	**Irrigation and Floor Control Department**	1. Flood Control 2. Water, that is to say, water supplies, irrigation and canals, drainage, embankments and water storage.
13	**Land & Building Department**	1. Acquisition, development and disposal of land. 2. Matters concerning Delhi Development Authority. 3. Master Plan. 4. National Capital Region 5. Housing 6. Custody, management & disposal of government property including agricultural land declared by law to be evacuee property 7. Public Works* 8. Staff Housing* 9. Administration of the Public Premises (Eviction of

		unauthorized occupants) Act, 1971 10. Office accommodation 11. Housing Loans 12. Requisition and Acquisition of immovable property. * Have been separated under and placed under Public works Department
14	**Labour Department**	1. Welfare of Labour including conditions of work, Provident Fund, employers liability, workmen's compensation, infirm and old age pensions and maternity benefits. 2. Trade Unions, Industrial & Labour disputes 3. Industrial Safety 4. Child Labour 5. Condition of service of working journalists 6. Minimum wages 7. Shops and Commercial establishment regulation of timing and conditions of work 8. Industrial Dispute Tribunal & Labour Tribunal Courts.
15	**Department of Law & Justice Legislative Affairs**	1. Administration of Justice 2. Appeals against acquittals 3. Official receivers 4. Law reforms 5. Advice on legal matters 6. Judicial Magistrates 7. Civil laws and procedure 8. Legacies 9. Notary Public 10. Law officers 11. Supervision of Government Litigation 12. Drafting of Bills and Statutory and orders 13. Marriage Acts 14. Delhi Legal Aid and advisory Board 15. Public trusts 16. Appointment of Legal Advisors and Counsels and Law Officers 17. Engagement of government counsels 18. Disposal and distribution of notices and summons received in relation to civil criminal writs etc. 19. All matters relating to legislative Assembly* 20. Salaries and allowances of members of Council of Ministers 21. Advice on legislative business* 22. Bureau of Legislative Studies* * Also done by Legislative Assembly
16	**Language department**	1. Official Languages 2. Promotion of Languages Hindi, Punjabi Urdu &

		Sanskrit 3. Translation work 4. Hindi Academy 5. Punjabi Academy 6. Urdu Academy * + Other academies and Sahitya Kala Parishad
17	**Meidcal Public Health and Family Welfare Department**	1. Public health, hospitals and dispensaries 2. Lunacy and medical deficiencies including placed for reception of treatment of lunatics and mental deficient. 3. Drugs an poisons 4. Population control and Family Planning 5. Prevention of Food Adulteration 6. Indraprastha Medical Corporation Ltd.(IPMCL) 7. Central Accident and Trauma Services (CATS) 8. Ayurvedic and Unani Tibbia College 9. Board of Homeopathy Medicine 10. Delhi Dental Council 11. Delhi Homeopathic Council * + Other Councils (Nursing, Pharmacy, Medical, Physiotherapy & Occupational Therapy)
18	**Revenue Department**	1. Land revenue, including the assessment and collection of revenue, the maintenance of land records, survey for revenue purpose and records of rights, and alienation of revenue. 2. Land, that is to say, rights in our land, land tenures including the relation of landlord and tenant, and the collection of rents; transfer and alienation of agricultural land, land improvement and agricultural loans, colonization. 3. Settlement & Consolidation of holdings 4. Relief & Rehabilitation 5. Revenue Courts 6. Citizenship, Nationality and Schedule Caste Certificates 7. Land acquisition 8. Haj Pilgrimage 9. Recovery in state of claim in respect of taxes and other public demand including arrears of land revenue and sum recoverable as such arrears arising outside that state. 10. Gurudwara election and administration of Gurudwaras.
19	**Public Relation Department**	1. Information and Publicity 2. Hospitality* 3. Protocol* 4. State Guests*

		* With GAD
20	**Planning Department**	1. Formulation, monitoring, appraisal and review of Plans 2. Evaluation of Plan Schemes 3. 20 Point Programme 4. Planning and Statistical Cadre 5. Manpower Planning 6. Directorate of Economics and Statistics* 7. State Planning Board * Renamed
21	**Services Department**	1. Service Matters relating to Indian Administrative Services, Delhi Andaman Nicobar Islands Civil Services, Delhi Administration Subordinate Service Cadre and Stenographers except ex-cadre posts (Gazetted and Non Gazetted) to be dealt with by respective departments. 2. Appeals/petitions/representations and memorials under Central Civil Services (Classification, Control and Appeal) Rules, 1965. 3. Declaration of Heads of Department and delegation of powers. 4. Conferment of ex-officio status of Secretaries/joint Secretaries/ Deputy Secretaries/ Under Secretaries. 5. Annual Confidential Report of Indian Administrative Services/Delhi Andaman Nicobar Islands Civil Services and Grade I of DASS cadre officers 6. Appointments on compassionate grounds 7. Joint Consultative Machinery 8. Constitution of Departmental Promotion Committees/Selection Board 9. Reservation policy and monitoring of matters concerning Scheduled Castes/ Scheduled Tribes/Ex Servicemen/Physically Handicapped Employees 10. Advice to other departments in service matters 11. Matters relating to foreign service in respect of Indian Administrative Service/Delhi Andaman Nicobar Islands Civil Services officers who are awaiting posting 12. Pension cases of Indian Administrative Service/Indian Police Service officers of Union Territories Cadre working with other state Governments. 13. In service training of members of the IAS, DANICS, DASS & other employees of the government.* *Now done by UTCS
22	**Social Welfare**	1. Social Welfare

	Department	2. Institutional and non-institutional care for socially disadvantaged persons. 3. Relief of the disabled and un-employable. 4. Social security and social insurance; employment and un-employment 5. Invalidity and old age pension and maternity benefits 6. Rehabilitation of physically and mentally handicapped 7. Juveniles, delinquency, and other care programmes 8. Research evaluation and training in welfare programme 9. Drugs, de-addiction programmes 10. Promotion of voluntary sectors in welfare programme 11. Integrated child development scheme 12. Anti-dowry programme 13. Rehabilitation services 14. Prevention, treatment and rehabilitation of beggars including lepers.
23	**Tourism Department**	1. Classification of Hotels 2. Delhi Tourism & Transportation Development Corporation Limited 3. Development & promotion of tourism 4. Food Craft Institute 5. Licensing of Travel Agents.
24	**Transport Department**	1. Road Transport 2. State Transport Authority 3. Inter State Bus Terminals 4. Matters relating to Delhi Transport Corporation 5. Planning of roads, bridges and flyovers 6. Control of vehicle pollution 7. Taxes on motor vehicles.
25	**Training and Technical Educations**	1. Technical Education and training 2. College of Art 3. Delhi College of Engineering 4. College of Pharmacy 5. Delhi Institute of Technology now NSIT 6. Polytechnics 7. Industrial Training Institutes 8. Regulation and control of private technical education institution` 9. Board of Technical Education 10. Industrial apprenticeship.
26	**Department of Urban Development**	1. Urban Development 2. Local Self Government 3. Generation and supply of electric power* * It is with Power Department

27	**Vigilance Department**	1. Vigilance 2. Anti-corruption Branch 3. Disciplinary cases against Gazetted Officers 4. Vigilance cases in respect of non-gazetted staff in all departments 5. Advice to other departments in vigilance matters
28	**Welfare of Scheduled Castes Scheduled Tribes Department**	1. Welfare of Schedule Castes & Scheduled Tribes & other Backward Classes 2. Special component plan for scheduled caste and scheduled tribes 3. Scheduled Castes/Scheduled Tribes Welfare Board. 4. Delhi Scheduled Caste Financial & Development Corporation 5. Reports of Commission set up by the government of India for the Scheduled Caste /Scheduled Tribes. 6. Commission for Backward Classes of National Capital Territory of Delhi.