

2. Functions and Powers of Different Section of State Board

The powers under constituting statutes vested with the Board constituted by the government have been, for the day to day working of the State Board, conferred and delegated to Chairperson, Member Secretary and other officers of the State Board. The details of such delegation is enclosed as annexure '2A'

2.1. Powers and Duties of the Chairperson

- The Chairperson shall have overall control over the day-to-day activities of the State Board.
- The Chairperson may undertake tours within State for carrying out the functions of the State Board.
- The Chairperson, may with the prior approval of the State Government, visit any place outside the State.
- Subject to rules, if any, made under sub-section (3) of Sec.12 of the Water Act, the Chairperson shall have full powers in matters of appointment and promotion, confirmation, transfer and termination of service of the officers and employees of the Board.
- In the matter of acceptance to tenders, the Chairperson shall have full powers subject to the concurrence of the State Board.
- Subject to overall sanctioned budget provision, the Chairperson shall have full powers to administratively approve and sanction all estimates.

2.2. Powers and Duties of the Member-Secretary

The Member-Secretary shall be subordinate to the Chairperson and shall, subject to the control of the Chairperson, exercise the following powers:-

- The Member Secretary shall be in charge of all the confidential papers of the Board and shall be responsible for preserving them.
- The Member Secretary shall produce such papers whenever so directed by the Chairperson or by the State Board.
- The Member Secretary shall make available to any member of the Board, for his perusal, any record of the Board with the prior approval of the Chairperson.
- The Member Secretary shall be entitled to call for the services of any officer or employee of the State Board and files, papers and documents for study from any department of the Board, as also to carry out inspection of any office at any time including checking of accounts, vouchers, bills and other records and stores pertaining to the Board or Regional Offices there under.

- The Member Secretary may withhold any payment, provided that as soon as may be, after such withholding of payment the matter shall be placed before the State Board for its approval.
- The Member Secretary shall make all arrangements for holding meetings of the State Board and meetings of the committees constituted by the State Board.
- All orders or instructions to be issued by the State Board shall be over the signature of the Member Secretary or of any other officer authorized in this behalf by the Chairperson.
- The Member Secretary shall authorize, sanction or pass all payments against allotments made or estimates sanctioned.
- The Member Secretary shall write and maintain confidential reports of all Class I and Class II officers of the State Board and shall get them countersigned by the Chairperson
- The Member Secretary shall countersign the confidential reports of all the Class III and employees of the State Board.
- The Member Secretary shall sanction the annual increments of Class I and Class II officers of the State Board Provided that the increment of Class I and Class II officers shall be withheld only with the approval of the Chairperson.
- The annual increments of other employees of the State Board not referred to in Class II shall be sanctioned by officers authorized in this behalf by the Member Secretary.
- The Member Secretary shall have full powers for according technical sanction to all estimates.
- To function as Head of the Office/ Drawing and Disbursing Officer (in terms of various rules and procedures) for the Head Office and the Regional Offices (wherever applicable).
- Vigilance.
- Public relations – including functions relating to public awareness and assistance group.
- The Member Secretary shall be the overall In-charge of litigations and may nominate case In-charge with the approval of the Chairperson.
- The Member Secretary shall be assessing and recovery officer in matter pertaining to the Water Cess.
- Planning, projects, research & development.
- The Member Secretary shall be In-charge of general administrative supervision and internal co-ordination.
- All other matters not specifically assigned to any other unit.
- The Member Secretary shall exercise such other powers and perform such other functions as may be delegated to him from time to time either by the Board or by the Chairperson, or by an statue.

2.3. Functions of Different Groups in Head Office

2.3.1. Planning Group

- Assist the Chairperson and Member Secretary on implementation of mandate to RSPCB under the provisions of different Acts and Rules.
- Assist the Chairperson and Member Secretary in preparation and implementation of the Board's plan on the recommendations of National Environmental Policy, 2006 formulated time to time.
- Monitoring of overall functioning of Head Office and Regional Offices and organizing review meetings. Planning cell will keep Chairperson and Member Secretary apprised.
- Submission of statutory returns/ reports to the Central/ State Government and CPCB.
- To plan and co-ordinate the internal audits of Regional Offices.
- Coordinate with Groups of Head Office and Regional Offices for effective implementation of Environmental Laws.
- Issue clarification on policy matters or interpretation referred by Regional offices, project proponents and any other stake holder.
- Matter related with Assembly/ Parliament.
- Preparation and monitoring of various Action Plans of the State Board.
- Follow up action for water policy and related guidelines.
- Maintain master file of the circulars/ notification issued by the MoEF, GoI, CPCB, State Government, RSPCB in the matters pertaining to the State Board.
- Preparation and publication of Annual Report.
- Important meetings such as meeting in DOE and other departments in the Government on the issues not allocated to specific groups, Regional Officer & follow up thereof.
- Board meeting and follow up thereof.
- Issues related to Capacity Building and Training Program.
- Issues related to Annual Performance Appraisal Reports of the employees of the Board.
- Celebration of important days related to environment.
- Issues related to Comprehensive Environmental Pollution Index (CEPI).
- Any other issue where policy decision is required.
- Any other matter as directed by the Member Secretary and/ or Chairperson from time to time.
- Issues related with Inventorization of entities covered under the various Acts and Rules.

2.3.2. Technical Groups

- Assist Chairperson and Member Secretary in the matters related to the implementation of provisions of Water Act, Air Act, Environment (Protection) Act, PLI Act and other acts, rules and notifications assigned to them from time to time within the jurisdiction allotted to them.
- Process applications related to consent under Air Act-1981 and Water Act-1974 and Authorization and Registration under Hazardous Waste (Management, Handling and Trans-Boundary Movement) Rules–2008, Bio-Medical Waste (Management and Handling) Rules–1998, e-Waste (Management and Handling) Rules–2011, Municipal Solid Waste (Management and Handling) Rules-2000 and submit to competent authority for decision.
- Monitor compliance of conditions of Consent/Authorization/Registration and recommend action against defaulters.
- Initiate legal proceedings against defaulters.
- Supervise preparation of affidavits and replies by Legal Group in the matter related with court cases and appeals.
- Preparation and updation of inventory of entities under consent management/ HWMR/ MSWR/ BMWR/Plastic Rules/ Battery Rules/ Isolated Storage/ Units covered under PLIA/ 17 – category units/ Units covered under EIA notification.
- Provide required information related to Parliament and Legislation Assembly matters and other VIP references.
- Collect and provide required information on public grievances.
- Maintain master file of circulars.
- Assist Chief Environmental Engineer in submission of statutory returns/reports to the Central/ State Government and CPCB.

2.3.3. Cess Group

- Assessment of Water Cess of major assesses based on returns file by assesses and/or information provided by Regional Officer.
- Scrutiny of self assessments submitted by Minor Assesses on sample basis (whose annual assessment is less than the limit approved by the State Board from time to time).
- Follow up of Cess remittance by the assesses.
- Supervise and coordinate with Legal Group on appeals before appellate authority and Court of Law.
- Remittance of Cess to Government of India (GoI).
- Follow-up with GoI for reimbursement of share of the State Board.
- Submission of utilization certificate to GoI on utilization of Cess funds.
- Maintenance of data bank of assesses, cess assessed and cess realization.

- Preparation of plans to utilize the cess funds based on the guideline by the State Board, GoI.
- Provide required information related to Parliament and Legislation Assembly matters and other VIP references.
- Submission of statutory returns/reports to the GoR, GoI and CPCB.
- Maintain master file of circulars related to the cess.
- Assist Chief Environmental Engineer in submission of statutory returns/reports to the Central/ State Government and CPCB.

2.3.4. Legal Group

- Assist Chairperson, Member Secretary and Group Heads on initiation of legal proceedings against non-compliant entities under the powers & functions with the Board under different Acts and rules.
- Ensure timely submission of affidavits, replies and represent State Board in matters, appeals and other cases as per the procedure applicable.
- Obtaining copy of court judgments, evaluation and communication of the same internally.
- Legal proceedings and filling of affidavits/replies in service matters of employees.
- Co-ordination with Government on notification of rules under various Acts
- Assist Regional officer in filing of replies and affidavits in the cases preferred before the Courts of Law.
- Empanelment and hiring of legal advisors and legal counsels for the Board
- Preparation and updation of inventory of decisions/directions of Supreme Court, National Green Tribunal and High Court and document on yearly basis in the matters related with the State Board. The document shall be kept in the Board's library for reference purpose.
- Assist Chief Environmental Engineer in submission of statutory returns/reports to the Central/ State Government and CPCB.
- Maintain master file of statutes, notifications and circulars related with the matter of the State Board.

2.3.5. VTR and PAAC

- Processing and follow up action on vigilance cases.
- Issues related to Right to Information Act, 2005.
- Processing and follow up action on Public complaints with the assistance of Group In charges.
- Issues and activities related to Public Education, Awareness and Assistance.
- Preparation, publication and distribution of promotional literature.
- Receipt and dispatch.

- Reception & Help Desk.
- Issued related to-
 1. Noise Pollution (Regulation & Control) Rules, 2000.
 2. Taj Trapezium Pollution (Prevention & Control Authority) Notification, 2003.

2.3.6. Climate Change Group

- Issues related to Climate Change, Clean Development Mechanism, Carbon Trading and Clean Technology.
- Issues related to Ozone Depleting Substances (Regulation) Rules, 2000.
- Issue related with the various missions of the Central/ State Government.
- Assist Chief Environmental Engineer in submission of statutory returns/reports to the Central/ State Government and CPCB.

2.3.7. Environmental Clearance Group

- Assist the Chairperson and Member Secretary in matter related to Environmental Clearance.
- Addressing the issues related with Environmental Clearance flagged by Group In charges and Regional Officers and other agencies.
- Assist Chief Environmental Engineer in submission of statutory returns/reports to the Central/ State Government and CPCB.

2.3.8. Pre-screening Cell

- Pre-screen the application for Consent/Authorization/Registration submitted by the project proponent.
- Forward the complete application to concerned group.
- Develop and communicate check list of required documents.
- Assist the Chairperson and Member Secretary in matter related to application processing.

2.3.9. Project Cell

- Matters related with the ENVIS.
- Plan, develop and examine the various evaluation, study and research project.
- Evaluation of various study and research project submitted to the State Board.
- Publication of the documents and the projects developed by the Board.
- State of Environment Report.
- Zoning Atlas.

2.3.10. Information Technology and Systems Group (ITS)

- Develop and maintain IT infrastructure back bone.
- Develop and maintain online Consent/ Authorization/ Registration management system.
- Develop and maintain Management Information System.
- Provide IT support and Data- bank management.
- Procurement and maintenance of hardware and software.
- Maintenance & updating of Board's website.
- Plan and execute timely upgradation program for hardware and software.
- Maintain, retrieve and upload information related with CMIS, Sugam Portal and other Central/ State Government schemes.

2.3.11. Scientific Quality Control Group (SQC)

- Development, up-gradation and strengthening of Central Laboratory and Regional Laboratories.
- Supervision of Central and Regional Laboratories.
- Implementation of schemes/ programs for efficient monitoring of effluent/ emission/ambient air quality.
- Procurement, utilization & maintenance of scientific instruments, equipments and other items related with analysis and procurement of chemicals, glassware and general items.
- Establishment of Continuous Real Time Air Quality Monitoring Stations.
- Implementation of National and State Program on Ambient Air, Noise and Water Quality.
- Issues related to monitoring and analysis of Air Quality Improvement Action Plan in different cities.
- Provide required information related to Parliament and Legislation Assembly matters and other VIP references.
- Collect and provide required information on public grievances.
- Maintain master file of circulars.
- Assist Chief Environmental Engineer in submission of statutory returns/reports to the Central/ State Government and CPCB.
- Conduct quality control programs for laboratories developed and recognized by the Board.
- Participate in annual quality control programs conducted by the CPCB.
- Issues related to NRCP & NLCP.
- Issues related to Bio-diversity Projects in the State.
- Issues related to the Central Motor Vehicle Rules, 1999.
- Issues related to recognition of Laboratories.

2.4. Functions of Regional Office:

- Matters related to the implementation of provisions of Water Act, Water Cess Act, Air Act, Environment (Protection) Act, PLI Act and Rules made there under and other rules and notifications assigned to them from time to time within the jurisdiction allotted to them.
- Matters related to Aravalli notification, State Water Policy and Eco Sensitive zones
- Dispose applications related to consent under Air Act, Water Act and authorization under Bio-Medical Waste Rules in accordance with the powers delegated by the State Board.
- To monitor compliance of conditions of consent/ authorization/registration and the provisions of the environmental statutes.
- Coordinate with the District Administration and Local Bodies on environmental related issues and implementation of various environment related statutes. Implement directives issued by competent authorities, courts, related to functions of the Board in the region, prepare and submit reports to appropriate authorities.
- Monitoring of effluent, gaseous emission, solid waste, plastic waste, BMW etc. being discharged into environment and its effect on the recipient system including ground water, surface water and air as per stipulated procedures, guidelines and rules applicable under the relevant Acts. The Regional Offices not having functional laboratory need to coordinate with central laboratory and/ or appropriate Regional Laboratory to discharge its function.
- To adhere to the time limits and the procedure to be followed regarding disposal of consent, monitoring etc. in the decision making process including channels of supervision and accountability as prescribed time to time.
- The Regional Officer and subordinate staff shall follow instructions given by the Chairperson, Member Secretary and senior officers of the Board and report timely compliance of the same to the concerned.
- Regional Office shall provide support to the groups at Head Office in exercising their responsibilities and abide by the orders and instructions of Head Office. Regional Office shall also co-ordinate with group head at Head Office on day-to-day basis.
- To conduct survey of entities covered under the provisions of the relevant Acts and Rules.
- Assist the Board in submission of statutory returns/ reports to the Central/ State Government and CPCB.
- Initiate legal proceedings against defaulters.
- Preparation of affidavits and replies in consultation with Legal Group in the matter related with court cases and appeals.

- Preparation and updation of inventory of entities under consent management/ HWMR/ MSWR/ BMWR/Plastic Rules/ Battery Rules/ Isolated Storage/ Units covered under PLIA/17 – category units/ Units covered under EIA notification.
- Provide required information related to Parliament and Legislation Assembly matters and other VIP references.
- Collect and provide required information on public grievances.
- To assess and collect Cess and maintain details of units covered under Self assessment scheme of Cess.
- Maintain master file of circulars.
- Regional Office shall
 - Arrange for regional level meetings, monitoring assistance to other agencies and provide support to head office to exercise its roles and responsibilities in the region.
 - Arrange for conducting public hearings as per EIA notification.
 - Arrange to investigate into complaints, report about accidents and other issues as may be necessary in performance functioning of the State Board in a time bound manner as per norms prescribed time to time.
 - Control action including emergency responses for pollution control and prevention i.e. water, air, solid, noise, and odour at source.
 - Maintain and update inventory of polluting entities, pollution sources, prepare industry related documents/reports, registers and data in specified format and submit report to Head Office.
 - Ensure proper and timely implementation of annual action plan of the Board and other action plans in the region.
 - Ensure proper and timely implementation of action plan for CEPI.
 - Ensure proper and timely compliances of Nation Environment Policy and State Environment Policy.

Administrative/ Technical/Financial Delegation/Authorization to the Functionaries of the Board

Rajasthan Water (Prevention and Control of Pollution) Rules, 1975, Rajasthan Air (Prevention and Control of Pollution) Rules, 1983 and Rajasthan State Pollution Control Board Employees Service Rule and Regulations, 1993.

Rule	Nature of Delegation	Authority to whom Delegated	Extent of Delegation
6(1)	To have overall control over the day to day activities of the Board	Chairperson	Full powers
6(2)	To undertake tours within Rajasthan or outside Rajasthan within the territories of India for carrying out the functions of the Board	Chairperson	Full powers
6(3)	In matters of appointment, promotion, confirmation, transfer and termination of services of the officers and employees of the Board	Chairperson- for the posts mentioned in scheduled I, II and III. Member Secretary for the posts mentioned in schedule IV and V of the Board's Service Rules 1993.	Full powers Full powers
6(4)	Power in the matters of acceptance of tenders	Chairperson	Full powers
6(5)	Power to administratively approve and sanction all estimates	Chairperson	Subject to over all sanctioned budget provisions
7(1)	Power to create posts upto the level of Engineering Subordinate for a short period not exceeding three months subject to the subsequent ratification by the Board	Chairperson	In emergency for a period not exceeding three months, subject to subsequent ratification by the Board.
8(5)	Power to withhold payment	Member Secretary	As soon as may be, after such withholding of payment the matter

			shall be placed before the Board for its approval.
8(9)	Power to write and maintain confidential reports of all officers of the Board	Member Secretary	Get them counter signed by the Chairperson
Agenda item No. B/95.5 of the Board's meeting held on 29.06.95	Power to report Annual Performance Report of Member Secretary	Chairperson	Full Powers
Agenda item No. B/95.5 of the Board's meeting held on 29.06.95	Power to review Annual Performance Report of Member Secretary	Principal Secretary/Department of Environment	Full powers
Agenda item No. B/95.5 of the Board's meeting held on 29.06.95	Power to report Annual Performance Report of Cell In-charge /Group In-charge /Law officer/Regional Officer/Programmer/Accounts Officer	Member Secretary	Full powers
Agenda item No. B/95.5 of the Board's meeting held on 29.06.95	Power to review Annual Performance Report of Cell In-charge /Group In-charge /Law officer/Regional Officer/Programmer/Accounts Officer	Chairperson	Full powers
Agenda item No. B/95.5 of the Board's meeting held on 29.06.95	Power to report Annual Performance Report of the staff of Cell In-charge / Group In-charge / Law Officer / Regional Officer / Programmer / Accounts Officer	In-charge Cell	Full powers
Agenda item No. B/95.5 of	Power to review Annual Performance Report of staff of Cell In-charge / Group	Member Secretary	Full powers

the Board's meeting held on 29.06.95	In-charge / Law Officer / Regional Officer / Programmer / Accounts Officer		
8 (II) (i)	Power to sanction the Annual Increments of all officers of the Board	Member Secretary	Provided that the increments of officers shall be withheld only with the approval of the chairperson.
8 (II) (ii)	Power to sanction the Annual Increments of employees of Board	Any Officer authorized by the Member Secretary	Provided that the increments of employees shall be withheld only with the approval of the Member Secretary
Rule 2 (b) of the Board's Service Rules 1993 (As per amendment in the Rules affected vide notification dated 21.3.2010)	Powers to make Appointments etc. and regulate conditions of service	Chairperson Member Secretary	Full powers with respect to the officials of engineering section, scientific section and legal section of schedule I,II and III respectively Full powers with respect to the general section and computer section of schedule IV and V respectively
Delegation of Powers with respect to transfer (Board's 128 meeting held on 7.5.2010 vide resolution number 128.6.1)	To take all appropriate decisions relating to transfer of officers / officials of the Board for the administrative reasons in the interest of the Board even if such decision is contrary to the transfer policy	Chairperson	Full Powers

Delegation of Powers under Environment (Protection) Act, 1986

Section	Nature of Delegation	Authority to whom delegated	Extent of Authorization
10 (1) and section (II) (I)	For the purpose of entry, inspection and collection of samples	Officers empowered by State Board under section 21 and 23 of the Water (Prevention and Control of Pollution) Act, 1974 or under section 24 of the Air (Prevention and Control of Pollution) Act 1981	Full powers
Section 19 (a)	Power to launch Prosecution	Chairperson and Members Secretary Regional Officers of the Board who have been delegated powers under section 20, 21 and 23 of the Water (Prevention and Control of Pollution) Act, 1974 or under section 21 of the Air (Prevention and Control of Pollution) Act, 1981	For whole of the State Area as laid down by the State Board

Delegation of Powers under Rajasthan Travelling Allowances Rules

Rule	Nature of Delegation	Authority to whom delegated	Extent of delegation
6(3) - Board's meeting held on 04.02.1978, vide agenda No. 14.11	To prescribe the limits of sphere of duty and place, as headquarters of a Board's employee	Chairperson Member Secretary	Full powers Full powers in respect of Board's employees
	To decide whether absence from head quarters is absence on duty to be treated as a journey on tour	Chairperson Member Secretary	Full powers including grant of permission to undertake journey on tour outside Rajasthan Full power in respect of Board's employees.

		Controlling Officer	Board's employees for journey on tour undertaken within his jurisdiction
7(3) - Board's meeting held on 04.02.1978, vide agenda No. 14.11	To allow mileage allowance by a route other than the shortest or cheapest	Chairperson Member Secretary	Full Powers Full powers in respect of Board's employees subject to the fulfillment of the following conditions:- The journey performed within his jurisdiction Mileage allowance by a route other than shortest or cheapest route is necessary in public interest.
9(1) - Board's meeting held on 04.02.1978, vide agenda No. 14.11	To sanction cancellation charges including reservation charges	Chairperson Member Secretary	Full Powers Full powers in respect of Board employees
19- Board's meeting held on 04.02.1978, vide agenda No. 14.11	Powers to declare an authority to be a Controlling Officer and make rules for the guidance	Chairperson Member Secretary	Full Powers including power to declare a Board's officer to be his own controlling officer Full powers provided that she/he may not declare a Board officer to be his own controlling officer
21 - Board's meeting held on 04.02.1978, vide agenda No. 14.11	To restrict the frequency and the duration of journey	Controlling officers	Full powers for the staff working under him
31 - Board's meeting held on 04.02.1978, vide agenda No. 14.11	Powers to determine the category to which the persons (not in Board's	Chairperson	Full powers subject to the condition that the rate of the halting allowance to

	services) belong for the purpose of calculating travelling allowance and the rate of halting allowance to be allowed to them		be allowed should not exceed the rate approved by the State Board
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Note:- Where powers under these rules have not been delegated, State Board shall exercise or further delegate to Chairperson/Member Secretary.

Delegation of Power under Rule 7 of the R.S.R. in the Board's 14th meeting held on 04.02.78, vide Agenda Item No. 14.11

Rule	Nature of Power	Authority to which power is delegated	Extent of delegation
7(8)(b)	Power to issue orders that the Board's employees should in certain circumstances be treated as on duty.	Chairperson	<p>Full powers, (subject to following conditions, viz:- The training or instruction should be in India. The training or instruction should be connected with the post which the Board's employee is holding at the time of placing him on training or instruction. That it is obligatory on the part of the Board to send the person for such training or instruction.</p> <p>The training should not be in professional or technical subjects which are normally brought under the provisions relating to study leave and; Only permanent Board employee should be sent for training where a permanent Board employee with requisite qualification is not available for being deputed for training in Board,</p>

			temporary Board employee may be considered for deputation on training provided that the temporary Board employee has completed at least three years service. The appointment of the temporary Board's employee is regular i.e. she/he fulfils educational and age qualifications prescribed for the appointment to the post, she/he is holding.
7(8) (b)	Power to dispense with medical certificate of fitness before appointment to Board service in individual cases.	Member Secretary	Full Powers in respect of sub-ordinate ministerial and class IV employees.
11	Power to accept in the case of woman candidate for Board service a medical certificate of fitness signed by any woman practitioner	Any authority competent to make substantive appointments to the post.	Full powers
17	Power to suspend the lien.	Chairperson	Full powers provided that she/he is authorized to make substantive appointment to the post on which the lien is held.
19	Power to transfer the lien.	Chairperson	Full powers, provided that she/he is authorized to make substantive appointment to both the posts concerned.
23 (a) (b)	To reduce the period of notice with mutual consent or to waive the condition of notice on the part of Board employee.	Appointing authority	Full powers
25	Powers to fix pay and allowance of the Board employees treated as on	Any authority which has powers to make	Full powers

	duty under rule 7 (8) (b)	substantive appointment to the posts with reference to which the pay and allowance of the Board's employee are to be fixed	
7 (8) (b) and 25	Powers to issue orders that officers of the Board be treated as on duty and to fix their pay and allowances during training.	Chairperson	Full powers
7 (8) (b)	Powers to issue orders treating a Board employee sent on training or a course of instruction in India as on duty	Member Secretary	Full powers, in respect of Board's employees drawing pay in the pay scale from (1) to (26) and subject to the following conditions:- That the training programme alongwith number of persons to be trained is approved by the Chairperson
31(b)	Power to allow Board employee to count extra ordinary leave for increment. (i) On account of illness. (ii) On Account of other special reasons beyond control of the Board's employee.	Any authority which has power to make substantive appointment to the post which the Board's employee holds. Chairperson	Full powers Full powers Full powers
43 (a)	Power to sanction the undertaking of work for which a fee is offered and the acceptance of a fee.	Member Secretary	Full power upto a maximum of Rs. 500/- in each case. In the case of recurring fees this limit applies to the total of the recurring payments made to individual in a year.
43(C)	Power to sanction	Member Secretary	Full powers in respect of

	specifically the undertaking of works of occasional character or of special merit, where extra-ordinary long working hours have to be observed by particular Non-Gazetted Board employee and to the grant of Honorarium	<ol style="list-style-type: none"> 1. For extra work less than 24 hours. 2. For extra work more than 24 hours and above but less than 60 hours provided that extra hours on a particular date is above one hour. 3. For extra 60 hours but less than 120 hours. 4. For extra 120 hours but less than 180 hours. 5. For extra 180 hours but less than 240 hours. 6. For extra work of 240 hrs. and above. 	<p>Non-Gazetted Board employees subject to the condition that the amount of honorarium granted should not exceed the following limits in each case:-</p> <p>Nil</p> <p>7% of a month's pay (including special pay and D.A., if any)</p> <p>15% of a month's pay (including special pay and D.A., if any)</p> <p>30% of a month's pay (including special pay and D.A., if any)</p> <p>40% of a month's pay (including special pay and D.A., if any)</p> <p>50% of a month's pay (including special pay and D.A., if any)</p>
50	Power to appoint a Board employee to hold temporary or to officiate on more than one post and to fix the pay of subsidiary posts, and the amount of Compensatory Allowances to be drawn.	Chairperson	Full powers provided that she/he has power to appoint a board employee substantively to each of the posts concerned and provided further that the post have a clear and well defined charge of responsibility.
50	Power to fill a vacant gazetted post by appointing an officer in addition to his duties and	Member-Secretary	<p>Full power subject to the following conditions:-</p> <ol style="list-style-type: none"> 1. The arrangement is made for a period not exceeding

	to grant him special pay in accordance with 'Clarification' appearing below rule 35 of Rajasthan Service Rules.		60 days. 2. Filing up of vacancy does not involve change of Headquarter for the appointee. 3. The vacant post is filed by an officer of the same cadre.
71	Power to require Medical Certificate of fitness before return from leave.	The authority competent to grant leave to the Board employee concerned.	Full Powers
84	Power to accept a certificate signed by any registered medical practitioner as evidence of the fitness of a non-gazetted. Board employee to return to duty.	The authority competent to grant the leave.	Full powers
14	Power to grant leave of all kinds except (Study leave and) Special Disability Leave.	Authority competent to make substantive appointment.	Full powers they are further authorized to re-delegate the powers to the sub-ordinate authorities, (Gazetted officers to the extent considered necessary.
99 & 102	Power to grant special disability leave. Powers to grant leave to a Board Officer in foreign service in India. Powers to grant to a non-gazetted Board employee in foreign service in India. Power to grant study leave.	Chairperson 1. The Foreign employer. 2. The authority which sanctioned the transfer to foreign service. The Foreign employer Member Secretary Chairperson	Full Powers Full power to grant privilege leave not exceeding 120 days other than leave preparatory retirement. Full powers Full power to grant privilege leave not exceeding 120 days other than leave preparatory to retirement. Full power in respect of sub-ordinate employee. Full powers in respect of officers.

59	Power to deny in whole or part any leave applied for and due as preparatory to retirement in exigencies of public service.	Chairperson	Full powers
17	(i) Power to transfer a Board employee to foreign service (including other government) and to fix his pay and allowances.	Chairperson	Full powers subject to the conditions laid down in R.S.R. Vol. II, Appendix IX.
136	Power to extend joining time	(1) Chairperson (2) Member Secretary	Full powers within maximum limit of 30 days in circumstances narrated in Rule 136 of Rajasthan Service Rules. Upto 7 days in addition to the normal joining time admissible under rules in the circumstances narrated in Rule 136 of R.S.R. These powers will be exercised in respect of non-gazetted Board employees only and reasons for extension of joining time shall be recorded in the orders.
(I)56, 239	Power to sanction extension of services of persons who have attained the age of superannuation	Chairperson with the concurrence of the Board.	Full powers.
(i) 346	Power to sanction re-employment upto the age of 60 years of Board employees who are sanctioned extension of service upto the date of attaining age of 58 years	Chairperson with the concurrence of the Board.	Full powers, subject to the condition that pay is fixed in accordance with formula laid down in Government of Rajasthan.

356	Power to permit a retired Board servant to accept any commercial appointment.	Chairperson	Full powers
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Notes:-

Where powers under these rules have not been delegated State Board shall exercise or further delegated to Chairperson / Member Secretary.

Delegation of Financial Powers

Meeting Reference	Power to Whom Delegated	Nature of Powers
Board's first meeting held on 07.04.75, vide agenda item No. 1.7	Power of Secretary to Government under G.F. and A.R.	Chairperson
Board's third meeting held on 04.10.75, vide agenda item No. 3.5	<ul style="list-style-type: none"> • Purchase of Books/Journal against specific budget provisions upto Rs. 2000/- • Acceptance of tenders for the purchase of stationery against specific budget provisions upto Rs.5000/- • Purchase of furniture/Survey instrument and laboratory equipment against specific budget provisions upto Rs. 5000/- in each case • Sanction fund for entertainment against specific budget provisions upto Rs. 100/- per meeting Advertisement charges except advertisement in souvenir Rs. 2000/- in each case. • Purchase on DGSD/CSPO rates purchase from Khadi Board/Central Jail on approved rates. 	Member Secretary

Board's fifth meeting held on 02.04.76, vide agenda item No. 5.3.	Power under rule 427 of G.F. & A.R. of rule 416-425 for the use as Head of the Department.	Member Secretary
Board's 19 th meeting held on 22.02.79, vide agenda item No. 19.9	Financial power of purchase equivalent to that of the Secretary to the Government.	Chairperson
Board's 19 th meeting held on 22.02.79, vide agenda item No. 19.9	Financial power of purchase equivalent to that of the Head of the Department.	Member Secretary
Board's 41 st meeting held on 16.06.83, vide agenda item No. 41.11	Financial power of purchase equivalent to that of the Secretary to the Government as well as that of the Head of the Department.	Chairperson
Board's A/99 meeting held on 09.03.99, vide agenda item No. A/99.3	<ul style="list-style-type: none"> • Powers to expend such sums as thought fit for performing Board's functions under Water Act, and where any law for the time being in force relating to the prevention, control or abatement of air pollution provides for the performance of any function under such law by the State Board, also for performing its functions under such law and such sums shall be treated as expenditure payable out of the fund of the Board. • Powers to appropriate/reallocate funds within the various heads of sanctioned budget. • Reimbursement of the expenditure incurred by the officers/employees of the Board upon being referred by the Medical Board for treatment/test in medical Institution outside/inside State subject to the budget provisions. • Nominating the officers/employees of the Board in any training/conference/symposium/ 	Chairperson
Board's A/99 meeting held		Chairperson

<p>on 09.03.99, vide agenda item No. A/99.12.</p>	<p>relating to environmental protection in India and payment of all expenses thereof.</p> <ul style="list-style-type: none"> • Powers to expend on seminar/meetings/conference/workshop etc. In connection with affairs of the Board. • Powers to declare Member-Secretary of the Board as Regional Officer for Financial purposes as per G.F. & A.R. • Declare distinguish guest as the guest of the Board and incur expenses on lodging Boarding, travelling/transport etc. • Appoint Charter Accountants and take their professional services in the various required matters. <p>Reimbursement of the expenses.</p>	
<p>In Board's 129 meeting held on 9.11.2010 vide resolution number 129.9</p>	<p>Powers of the Head of the Department as provided under G.F. & A.R.</p>	<p>Member Secretary</p>

Delegation of Technical Powers by the Board

Meeting Reference	Nature of Powers	Powers to whom delegated
<p>Board's 28th meeting held on 23.07.80, vide agenda item No. 28.6.</p>	<ul style="list-style-type: none"> • Power of inspection under section 9 of the Cess Act, 1977. 	<p>EE, AEE, JEE and Inspector</p>
<p>Board's C/92nd meeting held on 13.11.92, vide agenda item No. C/92.6</p>	<ul style="list-style-type: none"> • NOC/Consent to establish and operate under Water Act and Air Act with respect to the units registered with DIC as SSI except those dealing with hazardous substance. 	<p>Regional Offices</p>

<p>Board's A/99 meeting held on 09.03.99, vide agenda item No. A/99.9.</p>	<ul style="list-style-type: none"> • With respect to grant/refusal of consent to establish and operate under section 25/26 of the Water Act and Section 21 of the Air Act, irrespective of the capital investment. • Modification, alteration, addition, deletion in the action plan as approved by the Board with subject to further ratification. • Implementation of all the external funded/aided projects. • To appoint on contract basis research scholars/consultants for the projects work undertaken for implementation of action plan. 	<p>Chairperson</p>
<p>Board's A/99 meeting held on 09.03.99, vide supplementary agenda item No .12.</p>	<ul style="list-style-type: none"> • Finalizing the Annual report 	<p>Chairperson</p>
<p>In the Board's A/204 meeting held on 2.4.2004.</p>	<p>Power of grant of authorization under Rule 6 of the Municipal Solid Waste (Management and Handling) Rules 2000</p>	<p>Chairperson / Member Secretary</p>
<p>In Board's A/2004 meeting held on 2.4.2004 vide resolution number A/2004/5</p>	<p>Power of grant or extension of consent to the mining units falling under red, orange and other category, under Section 25 of the Water Act and Section 21 of the Air Act.</p>	<p>Regional Officers of State Board</p>
<p>In Board's A/204 meeting held on 2.4.2004 and Board's A/2005 meeting held on 20.9.2005.</p>	<p>Power of grant, renewal, cancellation, suspension of authorization under Rule 7 of the Bio Medical Waste (Management and Handling) Rules 1998</p> <p>Power to grant authorization limited to grant/renewal of authorization with respect to hospitals less than 50 beds, diagnostic, center, clinic and dispensaries.</p>	<p>Chairperson / Member Secretary</p> <p>Regional Officers of the State Board</p>

<p>In Board's B/2008 meeting held on 26.9.2008 vide resolution number B/2008/3</p>	<p>Grant of consent under Section 25 of the Water Act and Section 21 of the Air Act</p>	<p>Assistant Environmental Engineer in the Regional Offices with respect to other category of units.</p>
<p>In Board's 125 meeting held on 4.12.2009 vide resolution number A/2009/11</p>	<p>Power to grant authorization under Rule 5 of the Hazardous Wastes (Management, Handling and Transboundary Movement) Rules 2008. Power of suspension or cancellation of authorization under Rule 6 of the Hazardous Wastes (Management, Handling and Transboundary Movement) Rules 2008 Power of grant of registration under Rule 8 of the Hazardous Wastes (Management, Handling and Transboundary Movement) Rules 2008</p>	<p>Member Secretary Member Secretary Member Secretary</p>
<p>In Board's 131st meeting held on 20.7.2011 vide resolution number 131.1(a)</p>	<p>Power to collect samples and carry out inspection under the Water Act and the Air Act under Section 21 and 23 of the Water Act and Section 24 and 26 of the Air Act respectively.</p>	<p>All the officers of the State Board in the rank of Junior Environmental Engineer and above and Junior Scientific Officer and above.</p>
<p>In Board's 131 meeting held on 20.7.2011 vide resolution number 131.1(b)</p>	<p>Power to collect samples and carry out inspection under Section 24 and 26 of the Air Act.</p>	<p>All District Collectors, Sub Divisional Magistrates, Tehsildars of the State, Chief Executive Officers, Commissioner, Executive Officers, Inspectors of Nagar Nigam / Nagar Parishad / Nagar Palikas subject to</p>

		the guidance and supervision of the State Board.
In Board's A/204 meeting held on 2.4.2004 (Other items placed with the approval of the Chairperson.	Power of grant, revocation, suspension and cancellation of registration of manufacturers and recyclers under Rule 9 of the Plastic Waste (Management and Handling) Rules 2011.	Chairperson / Member Secretary (Fresh delegation is needed after repeal of the Plastic Manufacture, Sale and Usage Rules, 1999

Delegation of Powers for the purpose of Litigation

Meeting Reference	Nature of Powers	Power to Whom Delegated
Board's 20 th meeting held on 18.04.79, vide agenda item No. 20.6.	<ul style="list-style-type: none"> Power to file appeal/revision wherever necessary and to do such other acts which are necessary for successful culmination of the case. 	Member-Secretary
Board's 24 th meeting held on 14.09.79, vide agenda item No. 24.10	<ul style="list-style-type: none"> Power to appoint officer in-charge in the cases. 	Chairperson
Board's A/99 th meeting held on 09.03.99, vide agenda item No. A/99.14.	<ul style="list-style-type: none"> Powers to incur the expenditure in order to implement then orders/directions/judgment of any court even if the budget provision is not available. But this needs to be ratified in the next Board meeting. Powers in the matter of appointment of Advocate in Civil/Criminal/ Supreme Courts including payment of fees. 	Chairperson

Board's 58 meeting held on 06.11.87, vide agenda item No. 58.9.	<ul style="list-style-type: none"> • Initiation of the proceeding u/s 133 of Cr.P.C. 	Member Secretary
Board's 93 rd meeting held on 27.03.93, vide agenda item No. A/93.8	<ul style="list-style-type: none"> • Sanction of prosecution under Water Act/Air Act and authorizing Regional Officer to file case pursuant to the grant of sanction. 	Chairperson
Board's 93 rd meeting held on 27.03.93, vide agenda item No. A/93.9.	<ul style="list-style-type: none"> • Issuance of direction u/s 33A of Water Act and section 31A of the Air Act. 	Chairperson
Section 33 of the Water Act and 22A of the Air Act, in the Board's C/2003 meeting held on 14.11.2003, vide agenda item No. C/2003/10.	Power of filing of injunction application before the court of law.	<p>Regional Officers of State Board with the following limitations:-</p> <p>(i) When the unit does not apply for consent even after a show cause notice asking unit to apply for consent and intending filing of injunction of application in case of non reply within the stipulated time.</p> <p>(ii) Before issuing above notice RO will inspect the unit, carry out monitoring of pollution all sources and convince himself that the unit is a polluting one and requires consent under the Air or Water Act or both.</p> <p>(iii) The consent case of such cases against whom the injunction application has been filed will be decided by Head Office for all category of the industry.</p>