Powers and Duties of Officers and Employees

Procedure followed in the decision making process, including channels of supervision and accountability;
Norms set by the Ministry for the discharge of its functions.

While performing the duties assigned to the different officers/staff, they exercise powers as prescribed by the guidelines issued by the Government from time to time as well as those prescribed under different manuals, rules like General Financial Rules, Delegation of Financial Power Rules, Manual of Office Procedures, etc.

Since it is not a public dealing department/office providing any service to people, setting up norms for discharge of such functions is not applicable here.