

RIGHT TO INFORMATION ACT
2005

M A N U A L
(SERIAL No.3 OF THE RTI ACT 2005)

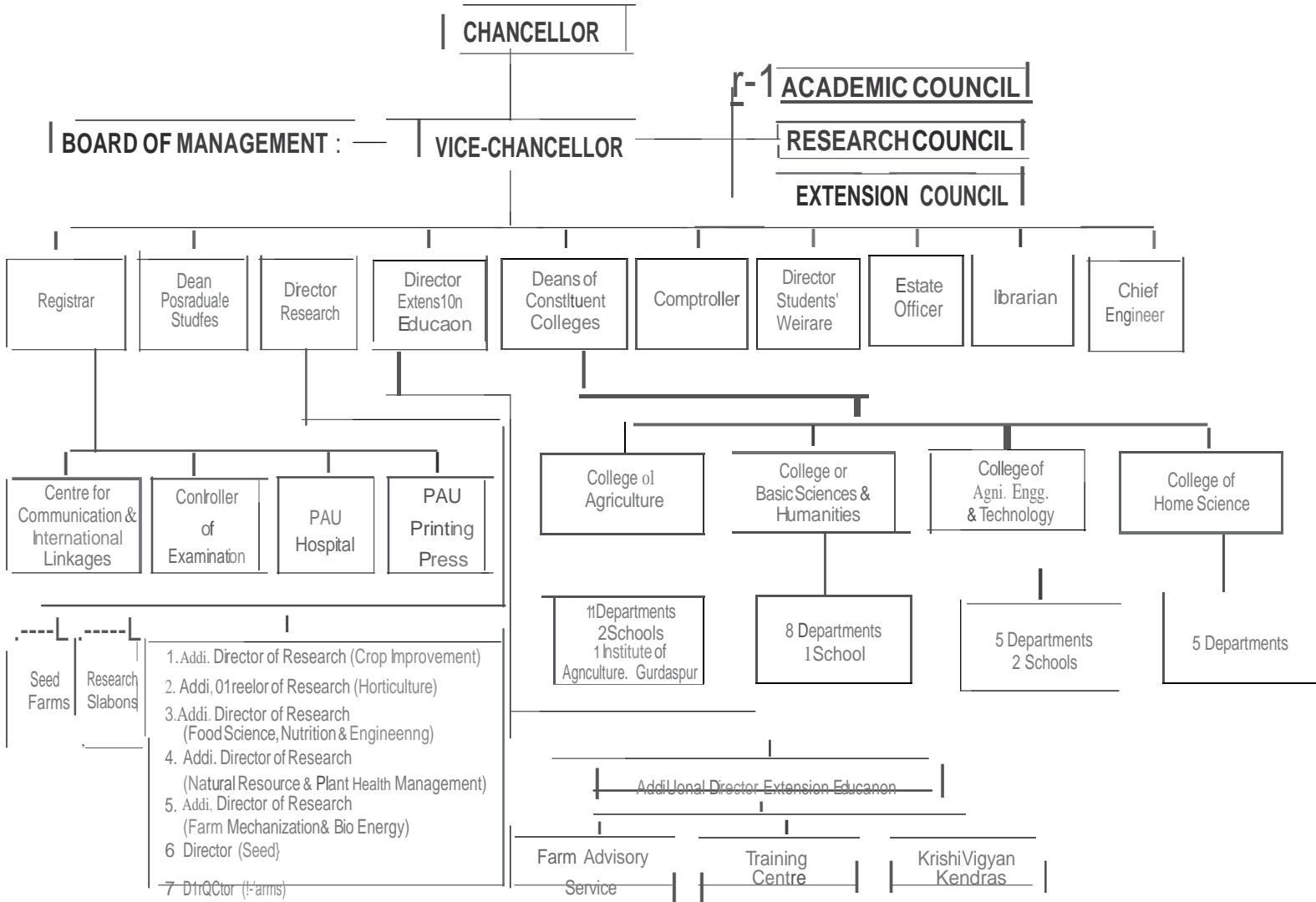
Regarding

The procedure followed in the decision-making process, including
channels of supervision and accountability

PUNJAB AGRICULTURAL UNIVERSITY
LUDHIANA

All the supporting staff working in the Offices, Fields, Laboratories including Workshop, Printing Press, Hospital etc. have to discharge their duties as per the job responsibility of the posts held by them. They have to work in accordance with the prescribed rules, regulations and instructions. They are accountable to their immediate supervisor. The decision making process starts from the level of Head of the Department. If any teacher/employee working in the department takes any action in violation of the existing procedure, it is the Head of the Department who takes/initiates disciplinary action against him. The Heads of Departments are accountable to the Deans of the Colleges for the teaching work, Director of Research for the research work and Director of Extension Education for the extension education work. The Registrar, Comptroller, Estate Officer-cum-Chief Engineer, University Librarian, all Deans and Directors are directly accountable to the Vice-Chancellor. The Vice-Chancellor is accountable to the Board of Management which is the supreme authority in the PAU.

ORGANISATIONAL STRUCTURE



All the decisions in various matters are taken by the appropriate authorities of the University according to the Act and Statues which are available on the University Website www.pau.edu