

Powers & Duties of all offices

S.N	Office	Locations	Powers & Duties
1.	Head Office	Nagpur	<p>General:</p> <ol style="list-style-type: none"> 1. Administration of PESO 2. Co-ordination with DIPP, Central Government/State Governments 3. Financial Sanctions of HOD 4. Transfer and Postings of Officers and Staff Members 5. Promotions/DPC/ 6. Issue of Guidelines on Technical Matters to Subordinate Offices 7. Computerization & e-Governance Matters/System Administrator 8. Implementation and Monitoring of Plan Budget Schemes 9. Appellate Authority under RTI 10. Appellate Authority under various Rules 11. Revision/Amendment of Rules/New Rules 12. Additional Conditions 13. Entrusted functions under MSIHC Rules 14. Entrusted functions under The Chemical Accidents (Emergency Planning, Preparedness and Response) Rules 15. Capacity Building 16. Supervision and Monitoring of Circle Offices 17. Functions of Chief Vigilance Officer 18. Grievance Redressal 19. Scrutiny and Vetting of Court Cases 20. Technical Evaluation of accident Reports and forwarding the same to District Authorities 21. Parliament Questions 22. Website/Support site of PESO 23. PESO News Letter 24. Annual Report of PESO 25. Retention Schedule of Records of PESO 26. Implementation of Official Language Policy 27. Implementation of Public Records Act/Rules <p>Technical:</p> <p>Administration of Acts / Rules</p> <p>The Role & Responsibilities of PESO and its activities are given under sub-menu 'Objectives', 'Role & Responsibilities' and 'Activities' on its website. Delegation of work to officers is as per 'Work Distribution Order' of Head Office.</p>

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2.	Circle Office	Faridabad, Agra, Mumbai, Chennai, Kolkata	<p>General:</p> <ol style="list-style-type: none"> 1. Office administration of Circle office 2. Co-ordination with Head office, Government Departments, District/Police Authorities 3. Supervision and Monitoring of Subordinate Sub-Circle / Field Offices 4. Capacity Building of Subordinate Sub-Circle / Field Offices 5. Vigilance Matters at Circle Level 6. Grievance Redressal at Circle Level 7. Technical Evaluation of Accident Reports for forwarding the same to CCE 8. Handling Court Cases 9. Annual report of Circle 10. Implementation of Official Language Policy 11. RTI matters at Circle Level 12. Implementation of Public Records Act/Rules <p>Technical:</p> <p>Administration of Acts / Rules- Delegated Functions</p> <ol style="list-style-type: none"> 1. Grant/Amendment/Renewal of licenses as delegation 2. Inspections 3. Examination of Explosives/ Police Exhibits 4. Investigation of Accidents 5. Destruction of unserviceable/deteriorated explosives 6. Scrutiny of Quarterly returns of explosives/monitoring transaction of explosives <p>Delegation of work to officers is as per ‘Work distribution Order’ of respective Circle Office</p>
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3.	<p>Sub-Circle Office</p>	<p>Chandigarh Jaipur Bhopal Allahabad Baroda Hyderabad Manglore Sivakasi Ernakulam Asansol Ranchi Bhubaneshwar Guwahati Dehradun Patna Raipur</p>	<p>General:</p> <ol style="list-style-type: none"> 1. Office administration of Sub-Circle 2. Co-ordination with Circle office, Government Departments, District/Police Authorities 3. Capacity Building at Sub-Circle Level 4. Vigilance Matters at Sub-Circle Level 5. Grievance Redressal at Sub-Circle Level 6. Technical Evaluation of Accident Reports for forwarding the same to Circle 7. Handling Court Cases 8. Annual report of Sub-Circle 9. Implementation of Official Language Policy 10. RTI matters at Sub-Circle Level 11. Implementation of Public Records Act/Rules <p>Technical:</p> <p>Administration of Acts / Rules-Delegated Functions</p> <ol style="list-style-type: none"> 1. Grant/Amendment/Renewal of licenses as per delegation 2. Inspections 3. Examination of Explosives/ Police Exhibits 4. Investigation of Accidents 5. Destruction of unserviceable/deteriorated explosives 6. Scrutiny of Quarterly returns of explosives/monitoring transaction of explosives <p>Delegation of work to officers is as per ‘Work distribution Order’ of respective Sub-Circle Office</p>
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4.	Field Offices (or Factory attached Offices)	Wardha Vellore	<p>General:</p> <ol style="list-style-type: none">1. Office administration of Field Office2. Co-ordination with Circle offices3. Capacity Building at Field office Level4. Vigilance Matters at Field office Level5. Grievance Redressal at Field Office Level6. Handling Court Cases7. Annual report of field Office8. Implementation of Official Language Policy9. RTI matters at Field Office Level10. Implementation of Public Records Act/Rules <p>Technical:</p> <p>Administration of Acts / Rules-delegated Functions</p> <ol style="list-style-type: none">1. Inspections2. Examination of Explosives/ Police Exhibits3. Investigation of Accidents4. Destruction of unserviceable/deteriorated explosives5. Scrutiny of Quarterly returns of explosives/monitoring transaction of explosives <p>Delegation of work to officers is as per 'Work distribution Order' of respective Field Office</p>
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5.	DTS (Departmental Testing Station)	Gondkhairy Dist. Nagpur	<p>General:</p> <ol style="list-style-type: none"> 1. Office administration of DTS 2. Co-ordination with Head Office and Circle/Sub-Circle/Field Offices for collection of samples 3. Capacity Building at DTS Level 4. Vigilance Matters at DTS Level 5. Grievance Redressal at DTS Level 6. Handling Court Cases 7. Annual report of DTS 8. Implementation of Official Language Policy 9. RTI matters at DTS Level 10. Implementation of Public Records Act/Rules <p>Technical:</p> <p>Administration of Acts / Rules-Delegated Functions</p> <ol style="list-style-type: none"> 1. Testing of samples 2. Collection of samples 3. Safety Management of DTS 4. Inspections 5. Examination of Explosives/ Police Exhibits 6. Investigation of Accidents 7. Destruction of unserviceable/deteriorated explosives 8. Scrutiny of Quarterly returns of explosives/monitoring transaction of explosives 9. Development work on Explosives <p>Delegation of work to officers is as per ‘Work distribution Order’ of DTS</p>
6.	FRDC (Fireworks Research & Development Center)	Sivakasi	<p>General:</p> <p>Co-ordination with Head Office, Circle Office, South Circle, Chennai regarding development of FRDC</p> <p>Technical:</p> <ol style="list-style-type: none"> 1. Testing of samples 2. Collection of samples 3. Development work on environment friendly fireworks 4. Any other work delegated by CCE <p>Delegation of work to officers is as per ‘Work distribution Order’ of FRDC</p>