

Chapter – 3 (Manual – 2)

Powers and Duties of Officers and Employees

The Commissioner:

The Commissioner, invoking the provisions of the PHRI Act, 1972 and the rules framed there under, is administering all the Hindu Religious Institutions in the U.T. of Puducherry coming under the purview of the department. The administration of all institutions shall be subject to the general superintendence and control of the Commissioner and such superintendence and control shall include the power to pass any orders, which may be deemed necessary to ensure that such institutions are properly administered and that their income is duly appropriated for the purposes for which they were founded.

The Commissioner in the capacity of Under Secretary (HRI & Wakf) is entitled to issue sanctions of various kinds including those of financial nature. All other officers/employees of this public authority are subordinates of the Commissioner and their duties and responsibilities are scheduled/fixed in a manner to ensure smooth administering of the said Act.

Superintendent / Manager (Temples)

The Hindu Religious Institutions is having two sections viz. the establishment and temple administration. The Superintendent/Manager (Temples) is supervising the overall administration of this office as well as the supervising the Office Establishment side and the temple administration side. Further, he is also functioning as the Drawing and Disbursing Officer of this office.

The Executive Officer (Grade-i), Karaikal.

The Special Officer, Karaikal is administering and controlling the activities of the temples situated in the Karaikal region and he is the head of the administration of the temples and he will monitor the administration of the Executive Officer (Temples) Karaikal. Presently, the District Collector, Karaikal is looking after the post of Special Officer (Temples), Karaikal.

The Executive Officer (Temples), Karaikal is exclusively appointed under the provisions of the Act to enable the easy administration of the group of temples in Karaikal region. In addition to the above, administration of all the temples in the Karaikal region are dealt with the superintendence of the Executive Officer (Temples) for administrative convenience and for easy manipulation. The Executive Officer is unswervingly responsible to the Commissioner. Presently, the Executive Officer Grade-I is being appointed by this Administration a cadre of Puducherry Civil Service (PCS Officer)

Executive Officer Grade-II:

Totally there are three Executive Officer Grade-II in Hindu Religious Institutions. One post in the HRI is administering the temple section. Among the two one is looking after the routine / day to day affairs of Sri Manakula Vinayagar Thirukoil, Puducherry and the other is appointed to look after the day-to-day functions of Sri Vedapureeswarar Sri Varadarajaperumal Devasthanam, Puducherry.