

S. No.	Particulars	Details
(v)	<b>The Rules, Regulations, instructions, manuals and records held by it or under its control.</b>	<p>The List of various Acts, Rules, regulations and instructions are being followed by the department while discharging its duties under different areas of functionality is as under :-</p> <p><b>Acts</b></p> <ol style="list-style-type: none"> <li>1. The H.P. Municipal Act, 1994.</li> <li>2. The H.P. Municipal Service Act, 1994.</li> <li>3. The Public Service Guarantee Act, 2011.</li> <li>4. Municipality Disclosure Act, 2009</li> <li>5. THE HIMACHAL PRADESH NON-BIODEGRADABLE GARBAGE (CONTROL) ACT, 1995</li> <li>6. Public Premises Act, 1988</li> <li>7. Death Birth Registration Act, 1969</li> <li>8. The Himachal Pradesh Road Infrastructure Protection Act, 2002.</li> <li>9. The Prohibition of Employment as Manual Scavengers and their rehabilitation Act, 2013.</li> </ol> <p><b>Rules</b></p> <ol style="list-style-type: none"> <li>1. H.P. Municipal Election Rules, 1994</li> <li>2. The Himachal Pradesh (Delimitation &amp; Reservation of Wards) Rules, 1994</li> <li>3. Himachal Pradesh Municipality Employees (Pension, Gratuity &amp; General Provident Fund) Rules, 2000.</li> <li>4. The Himachal Pradesh Birth &amp; Death registration Rules, 2003.</li> <li>5. The leasing out of Shops/Stalls constructed by Municipalities in HP Rules, 2001.</li> <li>6. CCS &amp; CCA Rules</li> <li>7. HPFR &amp; SR Rules</li> <li>8. Medical Re-imburement, General leave, compensatory leave, special leave, House Building allowance and CCS Rules.</li> </ol> <p><b>Bye-Laws</b></p> <ol style="list-style-type: none"> <li>1. The Municipal Council Shri Naina Devi Ji Building Bye Laws, 2003.</li> <li>2. THE MUNICIPAL COUNCIL SHRI NAINA DEVI JI (REGULATION AND CONTROL OF MUCK DUMPING) BYE-LAWS, 2013.</li> <li>3. The Municipal Council Shri Naina Devi Ji Draft/Model Plastic Waste (Management and Handling) Bye-laws, 2014.”</li> <li>4. The Municipal Council Shri Naina Devi Ji (Regulation and control of Hand Cart) Bye-Laws, 1997.</li> <li>5. The Municipal Council Shri Naina Devi Ji (Control and Regulation of Dogs) Bye-Laws, 1997.</li> <li>6. The Municipal Council Shri Naina Devi Ji (to control and Regulate beating of Drums or tomtom blowing of horn or trumpet or sounds any brass or other instruments or utensil) Bye-Laws, 2001.</li> <li>7. The Municipal Council Shri Naina Devi Ji (Regulation of Pasting of Bills and fixing hoardings, sign boards etc) Bye-Laws, 2009.</li> <li>8. The Municipal Council Shri Naina Devi Ji (Regulation of Job-Porters) Bye-Laws, 2001.</li> </ol> <p><b>Manual</b></p> <ol style="list-style-type: none"> <li>1. The Himachal Pradesh Municipal Account Code, 1975</li> <li>2. Budget Manual.</li> </ol>