

II. The powers and duties of its officers and employees

Supervisor (Garden)

Powers: No powers have been delegated.

Duties:

1. To supervise the plantation works / garden development and maintenance work, road dividers / traffic islands development and maintenance work.
2. Trimming of trees / shrubs and to attend tree trimming complaints.
3. To remove fallen trees and dried trees.
4. To survey the area for plantation such as garden / open space / dividers
5. To allot work to the staff working under his control from time to time.
6. Reporting and billing work.
7. To execute / implement the plantation work from time to time.
8. Reporting to the higher authorities in relation to various works.
9. To manage proper and optimum utilization of vehicles for various works allotted under his control.
10. Any other works assigned from time to time.