

**20. Deputy Director**

**(Institutional services for Destitutes, Vagrants and Case-work Services)**

- a. To assist the Additional Director (Institution) in supervision and administration of programme of the Destitute Children Centres, Vagrants Welfare Homes, Correctional Institute for Juvenile Delinquents and other Case-work Services under the Department of Social Services.
- b. To assist the Additional Director for programme development for training and rehabilitation of vagrants, destitute children and juvenile delinquents.
- c. To be responsible for examination of financial demand of the Institution under his supervision and initiation of proposal for financial sanction, allotment and re-allotment of funds.
- d. To inspect the programmes of the institutions of the Department of Social Services.
- e. To be responsible for preparation of reports and returns relating to the above programmes.
- f. To be responsible for monitoring and maintenance of data relating to the above programmes of the Department of Social Services.