

**Powers and duties officers and employees**

<b><u>Name of the Post</u></b>	<b><u>Powers and duties</u></b>
Deputy Drugs Controller (Ayurveda)	- State Licensing Authority to Ayurveda Siddha and Unani drugs, Kerala. Issual of Ayurveda Manufacturing Fresh Licence, Issual of GMP, approval of patent & proprietary medicines and jurisdiction , Appellate authority of RTI statewide commission of the complaints/ allegations pertaining to subordinate officers
Senior Drugs Inspector (Ayurveda)	- Public Information Officer ,Monitoring of all the files concerned with licensing, medicine approval etc before submitting to the licensing authority, member of expert committee for P&P drug approval
Drugs Inspector (Ayurveda)	- Inspections, sampling, Prosecution associated with NSQ samples and violations of DMR(OA)and D&C Act detected under the Jurisdiction of each of the three zonal offices .
Senior Superintendent	- The head of the internal audit team, Assistant Public Information Officer.,supervising files associated with all the sections under the office including license files. supervising all subordinate staff of concerned office. To supervise the administrative and accounting matters, licensing, Spark, Stationary, all files related to licensing case, inspection report, Not of Standard Quality Drugs files and also act as Assistant .
Junior superintendant	- Supervisory officer below the senior superintendent. Supervising the work associated with all Kerala ASU Drugs administration work, accounting matters, licensing, Spark, Stationary, all files related to licensing, prosecution, unit inspection reports Not of Standard Quality Drugs files, Rule 170 files and to supervising the day to day work of this institution.

