Chapter-2
Organization, Functions and Duties
[Section 4(1)(b)(i)]

Distribution of business among departments of Secretariat and their functions are as per the Government Business Rules and Secretariat Instructions made by the Governor under clauses (2) and (3) of article 166 of the Constitution of India as amended from time to time. Law Department being one of the departments of Secretariat, its functions and duties are as provided therein.

According to the said Business Rules and Secretariat Instructions, the main functions and duties of the Law Department are, giving advice and assisting all other departments of Secretariat in all matters of legal nature that may be referred to the department as per Business Rules in general and in particular matters regarding to,-

(i) issue a statutory rule, notification or order; or
(ii) sanction under statutory power the issue of any rule, byelaw, notification or order by a subordinate authority; or
(iii) submit to the Central Government any draft statutory rule, notification or order for issue by them;
(iv) the construction of Statutes, Acts, Regulations and Statutory Rules, Orders and Notifications;
(v) any general legal principles arising out of any case; and
(vi) the institution or withdrawal of any prosecution at the instance of any administrative department.

2. Translation work relating to Government Bills, Ordinances, Central Acts and publication thereof.

3. Law Officers, i.e., matters relating to G.Ps, AGPs including AG and Standing Counsels in various courts / Tribunals in the State and connected matters.

4. Administrative matters relating to the subordinate offices functioning under the control.
   a) Office the Advocate General;
   b) Government Pleaders’ Office, High Court Buildings;
   c) Public Prosecutor’s Office, High Court Buildings;
   d) Office of the Advocates-on-Record, New Delhi;
   e) State Law Reports.

5. Administration of Justice, constitution and organisation of all courts except in High Court and Supreme Court including sanction of posts etc.,

6. Matters relating to the Acts (Not allotted to other departments).