

No.36013/1/2014-Estt.
Government of India
Ministry of Social Justice & Empowerment
Department of Disability Affairs
(Establishment Section)

Shastri Bnawan, New Delhi
Dated the 09 April 2014

OFFICE ORDER

Subject: Delegation of Financial Powers to Head of Department (HOD) and other officer of the Department of Disability Affairs

In terms of the Note 2 below Schedule V and also the Note 2 below Schedule VI of the Delegation of Financial Power Rules (DFPR) as amended by Department of Expenditure from time to time, the Deputy Secretary/Director (Admn.) who shall function as Head of the Department (HOD) in the Department of Disability Affairs and Joint Secretary (Admn) shall exercise the following financial powers to incur contingent and miscellaneous expenditure as details in the following table -

Financial powers delegated to				
HOD(Director/DS(Admn.))				Joint Secretary(Admn) in consultation with Financial Adviser
		Without consultation with Financial Adviser	In consultation with Financial Adviser	
1	2	3	4	5
A. CONTINGENT EXPENDITURE (SCHEDULE V OF DEPR-1978)				
1	Unspecified recurring items	Rs 1,00,000/- in each case	Rs 2 lakh in each case	Full Powers
2	Unspecified non-recurring items	Rs. 2,00,000/- in each case	Rs.5 lakh in each case	Full Powers
3	Bicycle	Full Powers		
4	Conveyance Hire	Full Powers on actual basis		
5	Electric gas & water charges	Full Powers		
6	Fixture and furniture purchase and repair	Full Powers, subject to such conditions and scales as may be prescribed by the Ministry of works and housing		
7	Freight and demurrage/wharfage charges	Full Powers		
8	Hire of office furniture, electric fans, heaters, coolers, clocks and call bells	Rs. 50,000/- in each case	Beyond Rs.50,000/- and upto Rs.1.00 lakh in each case	Full Powers

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9	Legal Charges-Fees to Barristers, advocates etc.	Full Powers		
	Other legal charges-law suits or prosecution cases	Full powers in case of authorities vested with powers to sanction suit or prosecution otherwise Rs.5,000/- in each case		
	Arbitration cases	Full powers in case of authorities vested with powers to sanction suit or prosecution otherwise Rs. 10,000/- in each case		
10	Motor vehicle-maintenance, upkeep & repairs	Full Powers		
11	Municipal rates and taxes	Full Powers		
12	Petty works and repairs execution of petty works	Rs.2,00,000/- in each case	Beyond Rs.2.00 lakh and upto Rs.3.00 lakh in each case	Full Powers
	Ordinary repairs to Govt. building	Full Powers		
13	Postal & telegraph charges	Full Powers		
14	Printing and binding	Full Powers where printing is executed through or with the approval of the Director of Printing		
		For emergent and unforeseen petty printing and binding jobs executed through private agencies upto Rs.50,000/- per annum	For emergent and unforeseen petty printing and binding jobs executed through private agencies upto Rs.1.00 lakh per annum	Full Powers
15	Publications	Full Powers		
16	Rent	Full Powers		
17	Repair to and removal of machinery (where the expenditure is not of a capital nature)	Full Powers		
18	Staff paid from contingencies	Full Powers		
19	Local purchase of petty stationery stores	Rs.10 lakh per annum	Beyond Rs.10.00 lakh upto Rs.20.00 lakh per annum	Full Powers

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20	Local purchase of rubber stamps and office seals	Full Powers		
21	Stores required for the working of an establishment instruments equipments and apparatus	Full Powers		
22	Supply of uniforms, badges and other articles of clothing etc and washing allowance	Full Powers		
23	Telephone charges	Full Powers		
24	All office equipments including typewriters dedicated word processors, intercom equipments, calculators, electronic stencil cutters, Dictaphones, tape recorders, photo copiers, copying machines, framing machines addressographs filing and indexing systems etc excluding computers of all kinds	Full Powers		
25	Computers	Rs 2,00,000/-	Beyond 2.00 lakh upto Rs.5.00 lakh	Full Powers
26	Hire and maintenance of computers of all kinds	Full Powers		
B. MISCELLANEOUS EXPENDITURE (laying of foundation stones, opening ceremonies of Govt. undertakings, printing of invitations, provision of shaminans etc (SCHEDULE VI OF DFPR)				
1	Recurring	Rs 1,00,000/- per annum	Full Powers	
2	Non-recurring	Rs. 50,000/-	Full Powers	

P. Gupta

2. The exercise of the above power would be subject to the provisions of the General Financial Rules 2005, economy instructions issued by the Ministry of Finance, fiscal codes and procedures and availability of budgetary allocation. Further, the powers so delegated to the HoD and Joint Secretary (Admin) will be exercised as stipulated in the table of para (1) of the Order.

3. This issues with the approval of Secretary (Department of Disability Affairs) and concurrence of Joint Secretary & Financial Adviser, Ministry of Social Justice & Empowerment vide their Dy No.3/JS&FA/2014 dated 02.04.2014.



(Nitin Gupta)

Under Secretary to the Govt. of India

1. PS to Minister (SJ&E)/PS to MOS(MG)/PS to MOS(PBN)
2. PPSs to Secretary(DD)/JS&FA/JS(DD)
3. Dir(IFD)/CCA/P&AO/All officers of the Department of Disability Affairs