



OFFICE OF THE DIRECTOR (FINANCE & ACCOUNTS)
DELHI JAL BOARD: GNCTD : VARUNALAYA-PH-II, KAROL BAGH
NEW DELHI-110005



STOP CORONA
WEAR MASK FOLLOW PHYSICAL DISTANCING MAINTAIN HAND HYGIENE

No.DJB/Dir (F&A)/Delegation of Power/2021/ 870

Dated: 02.12.2021

Subject:- Delegation of Powers

In exercise of its powers under Section 22 of the Delhi Water Board Act, the Board in its 159th meeting held on 22nd November, 2021 has resolved/approved the revised Delegation of Financial Power to Finance Wing of Delhi Jal Board vide resolution No 1204 item no- 557 (Admn.) in anticipation of confirmation of the minutes which has been amended by Hon'ble Chairperson, DJB vide approval dt.02.12.2021 on file at page 12/N (to be ratified later in the next board meeting), to the extent as specified as under :

- I. Financial Concurrence will only be needed for acceptance of tender for work, services or other procurement.
- II. Budget allocation shall also be done by Finance but it will be given to the Zones/Divisions in the start of financial year and will be reviewed again at the time of RE. Accordingly, Budget file will be processed only twice during the financial year.
- III. Finance Cadre of DJB has been restructured and the Finance authorities shall be attached with requisite HODs who will be reporting to the concerned HODs and shall be responsible for concurrence of acceptance of tender for work, services or other procurement .
- IV. For the level of Hon'ble Chairman/Board, the concurrence of acceptance of tender for work, services or other procurement, for any project/maintenance, Director (F&A) / Member (Finance) shall be responsible .
- V. Every HOD i.e. Director(A&P)/Addl. CEO/DOR/CE/ACE/SE/ /DTQC /Projects etc. will have Finance Officer/Wing of the level of AO/Sr. AO and Division will have Finance Officer of the level of AAO.
- VI. Delegation in Finance Wing attached to the HODs to concur tender acceptance cases will be equivalent to the office they are posted as under:

Competent Authority having Power To sanction estimates of expenditure for works/purchase of stores and acceptance to tenders	Financial Power delegated by Board (Rs. Amount in Lakh)	Financial Concurrence Power to Finance Officers
Board (Delhi Jal Board)	Beyond 1500	Member (Finance)
Chairperson, Delhi Jal Board	1500	Director (F&A)
C.E.O., DJB	500	Director(F&A)
Member (Admin)/(WS)/(Dr)	200	DD/JD
Addl. C.E.O./Secy.	100	AO/Sr. AO
Chief Engineer	100	AO/Sr. AO
ACE/S.E./Director(A&P)/DOR/DTQC Director(Bottling)/SA(IT)/Dir(H)	50	AO/Sr. AO
Ex. Engineer/ Jt. DOR/DD(H)/CWA	25	AAO
Asstt. Engineer/AEE	25	AAO

The finance officer/wing attached with the office shall be reporting to the concerned HODs. Separate order for posting of Finance Officers with the above setup is being issued.

32

- vii. HODs will send proposal beyond their power to higher Officer after duly concurrence of their Finance and there will be maximum three level in Finance for examining cases more than Rs. 500 Lakh i.e. Member(Fin)/ Dir(F&A) and JD(F&A)/DD(F&A).
- viii. It will be the responsibility of HODs concerned to ensure codal formalities and observance of all provisions of GFR/CVC guidelines/Board resolutions and other extant rules and guidelines, if any, in the following matters. Further, no role of finance or concurrence is required except to examine only codal formalities and budget provision/allocations in cases (a) to (d) as below.
- Sanction of excess over awarded cost
 - Purchase of Proprietary Articles
 - Payment to Electric Company / Govt. Department except power bills
 - To sanction contingent expenditure which is not covered under estimates
 - To accord Technical sanction
 - Sanction of extension of time
 - Power to exempt Earnest money
 - Exemption to execute Contract Agreement
 - Execution of Contract Agreement

The Board further directed that all the Addl. Chief Engineers who have independent charge will also avail full financial powers of approval of Draft NIT.

Bansh Raj
 (BANSH RAJ)
 Director (Finance & Accounts)

Copy for kind information please:-

- Chairperson, Delhi Jal Board
 - Vice Chairman, Delhi Jal Board
 - C.E.O, DJB
 - Member (A)/Finance/WS/Dr.
 - C.V.O, DJB/ Addl. C.E.O., DJB
 - Secretary (DJB)
 - All Chief Engineers/Director(F&A)/(A&P)/Revenue/DTQC/Bottling.
 - All ACE,s/ All EE's/DDH's/CWA's
 - All Jt.Directors/ All Dy.Dir.(F&A),s
 - All AC,s
 - All Sr.AOs/AO,s/AAO,s
 - All AEE's
 - EDP cell
 - O.O. Register
- for information pl.
 --do--
 --do--
 --do--
- for information & ATR on approval of board.
- To upload on the DJB website.

Addl. Chief Engineer (Project)-I
 EDP Cell, Delhi Jal Board; GNCTD
 Dy. No. 2332 dt. 03-12-2021

Prag-D(EDP)

S.P.V.
 06-12-2021
 C.E.(EDP)

Bansh Raj
 Director (Finance & Accounts)