

No.F.20/13/2023/Fin-PD/1480-1495
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE DEPARTMENT (POLICY DIVISION)
DELHI SECRETARIAT, 4TH LEVEL I.P. ESTATE, NEW DELHI

Dated:- 16/12/2024

OFFICE MEMORANDUM

Sub:- Enhancement of delegated financial powers of Head of the Department of Delhi Legislative Assembly Secretariat (DLAS).

In exercise of the powers conferred under Rule 13 of the Delegation of Financial Power Rules, 1978, the Lieutenant Governor, Delhi is pleased to enhance the following financial powers delegated to Secretary, Delhi Legislative Assembly, being Head of the Department of Delhi Legislative Assembly Secretariat (DLAS) :-

S. No. as per O.M. dated 07/08/2019 regarding delegation of financial powers to HoDs/ Administrative Secretaries	Nature of Power	Financial Powers delegated to HoDs	Enhanced financial powers delegated to HoD, Delhi Legislative Assembly Secretariat	Remarks
1.	2.	3.	4.	5.
1.	<u>Contingent Expenditure</u> A. Unspecified Items (Recurring) B. Unspecified Items (Non-Recurring)	Rs. 5,00,000/- (Rupees five lakh) per annum. Rs. 2,50,000/- (Rupees two lakh fifty thousand) per annum in each case.	Rs. 15,00,000/- (Rupees fifteen lakh) per annum. Rs. 5,00,000/- (Rupees five lakh) per annum in each case.	

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18.	(a) Purchase of stationery stores	Rs. 25,00,000/- (Rupees twenty five lakh) per annum.	Rs. 40,00,000/- (Rupees forty lakh) per annum.	
28.	Miscellaneous Expenditure (a) Expenditure on refreshments served to guests in official meetings	Upto Rs.5,00,000/- (Rupees Five Lakh) per annum, subject to norms/per capita rate prescribed by the Govt.	Upto Rs.50,00,000/- (Rupees Fifty Lakh) per annum subject to rate of tea/snacks/ lunch as prescribed below Tea + Snacks : Rs.200/- per head High Tea : Rs.350/- per guest	
	(b) Working lunch during the meetings/ conferences/ seminars/ workshops	Rs. 300/- per head with a ceiling of Rs. 25,000/- (Rupees twenty five thousand) only per occasion.	Rs. 500/- per head with a ceiling of Rs. 2,50,000/- (Rupees two lakh fifty thousand) only per occasion.	

The above enhanced financial powers will be exercised by Head of the Department, DLAS subject to the following conditions:-

- (i) That the expenditure does not exceed the budget allocation;
- (ii) That the expenditure is incurred on the purpose for which funds have been provided and the codal formalities are followed as per GFR/CVC guidelines /instruction/ Rules & Procedures issued by the Government from time to time.

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This issues with the prior approval of Hon'ble Lt. Governor, Delhi.

Manoj Kumar V.M.
16/12/2024

(Manoj Kumar V.M.)
Jt. Secretary Finance (Policy)

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Dated: 16/12/2024

Copy forwarded to the following for information:-

1. Pr. Secretary to Lt. Governor, GNCT of Delhi.
2. Secretary to Chief Minister, GNCT of Delhi.
3. Secretaries to All Ministers, GNCT of Delhi.
4. Secretary to Speaker, Delhi Legislative Assembly, Old Secretariat, Delhi.
5. OSD to Leader of Opposition, GNCT of Delhi.
6. SO to Chief Secretary, GNCT of Delhi.
7. PPS to ACS (Finance), GNCT of Delhi.
8. PS to Pr. Secretary (Services), GNCT of Delhi.
9. PS to Pr. Secretary, Law, Justice & Legislative Affairs, GNCT of Delhi.
10. PS to Secretary (Finance), GNCT of Delhi.
11. Controller of Accounts, Principal Accounts Office, GNCT of Delhi.
12. Spl. Secretaries/Jt. Secretaries/ Deputy Secretaries of FD.
13. Secretary, Delhi Legislative Assembly, GNCT of Delhi.
14. Concerned Pay and Accounts Office through DDO, DLAS, GNCT of Delhi.
15. Website of FD.
16. Guard file.

Manoj Kumar V.M.
16/12/2024

(Manoj Kumar V.M.)
Jt. Secretary Finance (Policy)