

No. F.8/1/2012-AC/DS.I/2104-2109
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE (ACCOUNTS) DEPARTMENT

'A' Wing, 4th Level, Delhi Secretariat,
I.P. Estate, New Delhi 110002.
Phone 23392133

Dated : October //, 2012

ORDER

In exercise of powers conferred under Rule 13(3) of Delegation of financial powers Rules 1978, the undersigned is pleased to authorize Dy. Controller of Accounts (Admn), Principal Accounts Office to exercise the following powers, to the extent as specified against each in column number 3, till further orders or joining of an HOD, whichever is earlier :-

S. No.	Item of expenditure	Extent of powers authorized.
1	2	3
1.	<u>Contingent Expenditure</u> i) Unspecified items (Recurring) ii) Unspecified items (Non-Recurring)	Rs.1,00,000/- per annum. Rs.50,000/- per annum in each case.
2.	Reimbursement of Conveyance Charges.	Rs.500/- per month per person
3	Furniture- Repairs.	Rs. 50,000/- per annum
4.	Legal Charges	Full Powers (subject to guiding principles and rates as laid down by Law Department).
5.	<u>Motor Vehicles</u> Maintenance and repairs	Full Powers subject to inspection and recommendation of TO
6.	Execution of petty works and Repair	Full Powers if the work is Executed through PWD
7.	<u>Postal and Telegraphs Charges</u> Charges for the issue of Letters, telegrams etc.	Full Powers
8.	Printing and Binding (Private Printers/Press)	Rs.1,00,000/- per annum.

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9	Purchase of Official Publications	Full Powers.
10	Purchase/reimbursement of Newspapers/ Periodicals	Full Powers (as per guiding principles and rates as approved by the Finance Department).
11	Purchase of Stationery Stores.	Rs.2,50,000/- per annum.
12	Purchase of Rubber Stamps and Office seals.	Full Powers.
13.	Advance drawl on Abstract bills for meeting Contingent expenditure , if inevitable	Full Powers subject to the following :- i) Expenditure sanction of competent authority is obtained. ii) No previous advance is outstanding and iii) The account of advance drawn is rendered to PAO concerned within one month from the date of drawl of advance.
14	Telephone Charges Residential Telephone/ Mobile Charges	Full Powers subject to the rates and ceiling fixed by the Finance Department.
15	Miscellaneous Expenditure (a) Recurring (b) Non-recurring (c) Expenditure on refreshments served to guests in official Meetings.	Rs.10,000/- per annum Rs.10,000/- in each case. Up to Rs.10,000/- per annum subject to norms/rates prescribed
16	Payment of Security, Sanitation and Manpower.	Full Powers up to the period and expenditure approved by the Administrative Secretary.
17	Payment of Publicity Charges on DAVP rates or on the rates approved by Govt. of NCT of Delhi	Full Powers.
18.	Sanction of GPF Advance/ Withdrawal to the Govt. servants.	Full Powers

Contd.....



19	Sanctioning of Leave to Government servants.	Up to 120 days.
20	NOC for passport/visa.	Full Powers subject to cadre clearance in respect of accounts functionaries.
21	Sanctioning of ACP/MACP	Full Powers for implementing orders issued by respective Cadre Controlling authorities
22	Reimbursement of medical expenses in emergency treatment cases	Full Powers within the approved rates under DGEHS.
23	Over Time Allowance to the Government servants.	Full Powers subject to the prescribed limits and orders/ Instructions.
24	Issue of vigilance/integrity certificate of Govt. servants.	Full Powers

The officer will exercise these powers subject to such orders /instructions as may be issued from time to time by the Government of India/ Government of NCT of Delhi.

L. M. Spolia
- 10/10/12
(D.M. SPOLIA)
Principal Secretary (Finance)

No. F. 8/1/2012-AC/DS-1/2104-2109

Dated: October 11, 2012.

Copy for information and necessary action to :-

1. P.S. to Secretary (Finance), Government of NCT of Delhi, 4th Level, A Wing, Delhi Secretariat, New Delhi-2.
2. Controller of Accounts, Directorate of Audit, Government of NCT of Delhi, 4th Level, A Wing, Delhi Secretariat, New Delhi-2.
3. Dy. Controller of Accounts(Admn.), Principal Accounts Office, Govt. of NCT of Delhi, Vikas Bhawan, I.P. Estate, New Delhi-2
4. Dy. Secretary(Expr.VI), Finance Department, Government of NCT of Delhi, 4th Level, A Wing, Delhi Secretariat, New Delhi-2
5. Pay and Accounts Officer- concerned through the department.
6. Website of FD.

G. S. Pandey
(G.S. PANDEY)
Deputy Secretary-I