

**GOVT. OF NCT OF DELHI**  
**DIRECTORATE OF TRAINING & TECHNICAL EDUCATION**  
**MUNI MAYA RAM MARG, PITAMPURA, DELHI**

No. F.1(2)/DTTE/AC/DFPR/2021-22/5442 To 5449

Dated: 23/12/2021

**ORDER**

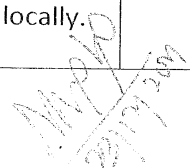
In supersession of office order No. F. 1(2)/DTTE/AC/DFPR/2015-16/7340-77 dated 12/10/2015 regarding delegation of financial powers in exercise of powers conferred under Rule 13(3) of DFPR 1978, the undersigned in the capacity as Head of Department hereby authorize the financial powers to Principal of ITIs / Dy. Apprenticeship Advisor to the extent specified against each in column no. 5 with immediate effect till further order.

The Principal of ITIs / Dy. Apprenticeship Advisor shall exercise these powers as shown in the column No. 5 of table below subject to the condition that the expenditure proposals are examined by the Accounts Functionaries of the Institutes. While exercising these powers the correctness, propriety and regularity of decisions will be ensured and the powers will be exercised to the satisfaction of conditions laid down in standing guard file of Delegation of Financial Powers issued by the Finance Department from time to time.

Sl. No.	Nature of Power	Powers of Head of Office	Power of Head of Department	Powers of the HoD delegated to the Principal ITI's / Dy. Apprent. Advisor	Remarks
1	2	3	4	5	6
1.	Contingent Expenditure				
	Unspecified Items (Non-recurring)	Rs. 6000/- per annum in each case.	Rs. 5,00,000 (Rupees Five Lakh only) per annum in each case.	Rs. 50,000/- (Rs. Fifty Thousand only) in each case	
2.	Fixtures and Furniture's				
	(a) Repairs	Rs. 5000/- per annum.	Full Powers	Full Powers	
3	(a) Hiring of : Office furniture, Electric fans, Heaters, Coolers, Clocks and call-bells	Rs. 2500/- per annum per office for hire of furniture, electric fans & Clocks	Full Powers	Rs. 1,50,000/- (Rupees One Lakh Fifty Thousand only) per annum	
4.	Publication : (a) Purchase of Official Publications.	Rs. 2000/- per annum.	Full Powers	Rs. 20,000/-	
	(b) Purchase of Non-Official publications include books, newspaper, other periodical publications etc.	NIL	Full Powers	Rs. 10,000/-	

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5.	(i) Repairs to and removal of machinery (where the expenditure is not of a capital nature)	NIL	Full Powers	Full Powers	
	(b) Repairs / Periodical Servicing / AMC of machinery and equipments.	Rs. 5000/- per annum.	Full Powers	Rs. 20,000/-	
6.	(a) Purchase of Stationery Stores	Rs. 10,000/- per annum.	Rs. 25,00,000/- (Rs. Twenty Five Lakh only) per annum.	Rs. 1,00,000/- (Rs. One Lakh only) per annum.	
	(b) Purchase of Rubber Stamp	Rs. 500 per annum.	Full Powers	Rs. 1,000/- (Rs. One Thousand only) per annum.	
7.	Advance drawal of money on abstract bill for meeting contingent expenditure where advance drawal is inevitable.	NIL	Full powers (subject to the conditions as specified in col. 6)	Rs. 20,000/- (Rs. Twenty Thousand only) per annum.	(a) Expenditure sanction of competent authority is obtained; (b) No previous advance is outstanding ; (c) The amount of advance drawal is rendered to PAO concerned within one month from the date of drawal of advance
8.	Stores: (a) Other stores i.e. stores required for the working of an establishment, instrument, equipments and apparatus.	Rs. 10,000/- per annum	Full Powers	Full Powers	
	(b) Purchase of equipment of Training Institute	Rs. 10,000/- per annum	Full Powers	Full Powers	
9.	Printing and binding (private Printers / Press)	Rs. 10,000/- per annum.	Rs. 15,00,000/- (Rs. Fifteen Lakh only) per annum, if the job is executed locally.	Rs. 30,000/- (Rs. Thirty Thousand only) per annum, if the job is executed locally.	


  
 22/11/2019

10.	Disposal of obsolete, surplus or unserviceable stores.	Rs. 5,000/- at a time*	Up to Rs. 20,00,000/- (Rupees Twenty Lakh only) at a time, subject to acceptance of the recommendations of Condemnation Board by the competent authority.	Up to Rs. 10,00,000/- (Rupees Ten Lakh only) at a time, subject to acceptance of the recommendations of Condemnation Board by the Principal being the competent authority.	
11.	Merits, Awards, Stipends, Loans and other educational scholarship to students	NIL	Full Powers, subject to approved scale / pattern.	Full Powers, subject to approved scale / pattern.	
12.	Payment of publicity charges on DAVP rates or on rates approved by Government of NCT of Delhi.	NIL	Full Powers	Full Powers	
13.	Payment of remuneration to part time teachers / Guest Speakers etc.	NIL	Full Powers*	Full Powers*	* Subject to the rates / norms as approved by the Government of NCT of Delhi.
14.	Payment of registration fee for seminars / conferences	NIL	Full Powers*	Full Powers*	* Subject to fulfillment of Rules / Regulations as laid down in Government of India / Government of NCT of Delhi orders / circulars.
15.	GPF Withdrawal	--	Full Powers	Full Powers	Except for Group 'A' officers and Head of the Institute

All the enhanced financial powers will be exercised by the HOO / Principal of the Deptt. Subject to the following conditions.

1. That the expenditure does not exceed the yearly budget allocation.
2. That the expenditure is incurred for the purpose for which funds have been provided and the codal formalities are followed.
3. That before incurring of any expenditure instructions issued from FD/CVC/DTTE/IT from time to time shall be observed.

M. P. S.  
23/11/2021

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23/11/2021

4. Monthly expenditure statement to be submitted online by 5<sup>th</sup> of every month.

To:

1. Principal of All ITIs.
2. Dy. Apprenticeship Advisor.


  
(RANJANA DESWAL)  
DIRECTOR, DTTE

No. F.1(2)/DTTE/AC/DFPR/2021-22/5442 To 5449

Dated: 23/12/2021

Copy to :

1. PS to Pr. Secretary (Finance), Finance Department, Govt. of NCT of Delhi, Delhi Sachivalya, New Delhi
2. PPS to Secretary, DTTE, Muni Maya Ram Marg, Pitam Pura, Delhi.
3. Controller of Accounts, Principal Accounts Office, Govt. of NCT of Delhi, Vikas Bhawan, ITO, New Delhi.
4. PAO concerned through Head of the Institute / Controller of BTE.
5. System Analyst, Computer Cell, DTTE with the request to upload the same on the website of the department.
6. Guard File.

  
23/12/2021  
(MANOJ KUMAR V M)  
DY. CONTROLLER OF ACCOUNTS, DTTE