

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE DIVISIONAL COMMISSIONER
REVENUE DEPARTMENT (HQ)
5- SHAM NATH MARG, DELHI – 110054

No. F. 7(13)/Misc/GA/Estt/2010/ 1797

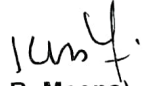
Dated: 20/10/2022

ORDER

In supersession of this department Order No.F.7(13)/Misc./GA/Estt/2010/1456 dated 11.08.2022 and in pursuance of sub-rule 3 of Rule 13 of the Delegation of Financial Power Rules, 1978, the undersigned in the capacity of Head of Department hereby authorizes Deputy Commissioner – IV, Revenue Department (HQ) to exercise the financial powers of the Divisional Commissioner, Revenue Department, Govt. of NCT of Delhi with immediate effect as per **Annexure 'A'** to the extent delegated to him as Head of Department under the Delegation of Financial Power Rules, 1978 by the Finance Department, Govt. of NCT of Delhi.

The authorization as detailed in **Annexure 'A'** shall be subject to the conditions as per **Annexure 'B'**, annexed herewith.

Encl: As above


(K. R. Meena)


Pr. Secretary (Revenue)-cum-Divisional Commissioner

No. F. 7(13)/Misc/GA/Estt/2010/ 1797

Dated: 20/10/2022

Copy forwarded for information and necessary action to the:

1. Pr. Secretary (Finance), Finance Department, Govt. of NCT of Delhi, Delhi Sectt. I.P. Estate, New Delhi.
2. All Deputy Commissioner(HQ), Revenue Department (HQ), 5, Sham Nath Marg, Delhi 110054.
3. All Deputy Commissioners (North, West, North-West, Central, North-East, South, South-East, South-West, Shahdara, East, New Delhi), Revenue Department, Govt. of NCT of Delhi.
4. Special CEO, Delhi Disaster Management Authority, Revenue Department, 5, Sham Nath Marg, Delhi-54.
5. Controller of Accounts, Principal Accounts Office, Govt. of NCT of Delhi, Vikas Bhawan, I.P. Estate, New Delhi.
6. Controller of Accounts, Revenue Department (HQ), 5, Sham Nath Marg, Delhi 110054
7. Deputy Controller of Accounts (Technical), Principal Accounts Office, Govt. of NCT of Delhi, Vikas Bhawan, I.P. Estate, New Delhi.
8. Secretary, Rajya Sainik Board, Govt. of NCT of Delhi, Rajpur Road, Delhi.
9. Director (Panchayat), Govt. of NCT of Delhi, Tis Hazari, Delhi.
10. Joint Director (IT), Revenue Department, 5, Sham Nath Marg, Delhi-54 with the request to upload this order in the website of the department.
11. Deputy Controller of Accounts, Revenue Department (HQ), 5, Sham Nath Marg, Delhi 110054
12. Sr. System Analyst, Revenue Department (HQ), 5, Sham Nath Marg, Delhi 110054
13. Pay & Accounts Officer, PAO –VI, Govt. of NCT of Delhi, Tis Hazari, Delhi.
14. All SDMs (HQ) (SDM –I, II, III, IV, V, VI and VII), Revenue Department (HQ), 5, Sham Nath Marg, Delhi 110054
15. Consultant (DDMA), Revenue Department (HQ), 5, Sham Nath Marg, Delhi 110054
16. Sr. Audit Officer, AG (Audit), AGCR Building, I.P. Estate, New Delhi.
17. Sr. Audit Officer, Directorate of Audit, Govt. of NCT of Delhi, Delhi Sectt., I.P. Estate, GNCT, New Delhi.
18. All the Section Officers, Revenue Department (HQ), 5, Sham Nath Marg, Delhi 110054.
19. OIC(B&B), Drawing & Disbursing Officer, Revenue Department (HQ), 5, Sham Nath Marg, Delhi 110054
20. S.S.O. Directorate of Civil Defence, Govt. of NCT of Delhi.
21. PA to Pr. Secretary (Revenue)-cum-Divisional Commissioner, Revenue Department (HQ), 5, Sham Nath Marg, Delhi 110054.
22. Guard file.


(Sharad Kumar)

Sub Divisional Magistrate – III (HQ)

1954/17
3-11-2022

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE DIVISIONAL COMMISSIONER, REVENUE DEPARTMENT (HQ)**

5-SHAMINATH MARG, DELHI-110054.
STATEMENT OF FINANCIAL POWERS OF HEAD OF DEPARTMENT (DIVISIONAL COMMISSIONER, REVENUE DEPARTMENT) RE-DELEGATED TO DEPUTY COMMISSIONER -IV (HQ), REVENUE DEPARTMENT, OFFICE OF THE DIVISIONAL COMMISSIONER, GOVT. OF NCT OF DELHI.

S.No.	Nature of Power	Powers of Head of Department	Remarks	
1	Contingent Expenditure	3	4	5
1	A. Unspecified items (Recurring)	Rs 5,00,000/- Per Annum (Rupees Five Lakh only)		Powers to the extent as delegated to HOD
	B. Unspecified items (Non Recurring)	Rs 2,50,000/- (Rupees Two Lakh Fifty Thousand only) Per Annum in each case		Powers to the extent as delegated to HOD
2	A. Conveyance Hire	Rs. 5,00,000/- (Rupees Five Lakh only) Per month*	* The Conveyance hire of one Vehicle should not exceed Rs.40,000/- Per Month and above it should not exceed Rs. 50,000/-. FD's approval is required in respect of number of vehicles to be hired for the first time, but not required for extension of fresh hiring of the same number of vehicles in subsequent years.	Full Powers to the extent as delegated to HOD subject to fulfillment of conditions/norms as per Col. 4 and hiring of vehicles has been administratively approved by Divisional Commissioner/Secretary (Rev.)
	B. Reimbursement of Conveyance Charges	Rs. 2000/- per month per person		Powers to the extent as delegated to HOD
	C. Grant of Conveyance allowance to Physically Handicapped	Full Powers subject to observance of the conditions as laid down by G.O./Govt. of NCT		Full Powers to the extent as delegated to HOD
3	Electric, Gas and Water Charges	Full Power		Full Powers to the extent as delegated to HOD.
4	Fixture & Furniture			
	A. Purchase	Full Power subject to obtaining relaxation of FD on account of economy ban if expenditure exceeds Rs. 5,00,000/- (Rupees Five Lakh) per annum		Full Powers to the extent as delegated to HOD.
	B. Repairs of Furniture	Full Power		Full Powers to the extent as delegated to HOD.
	C. Replacement of Furniture	* Up to Rs. 20,00,000 (Rupees Twenty Lakh) per annum		Full Powers to the extent as delegated to HOD
	D. Replacement of Air-Conditioners	NIL		NIL
	E. Condemnation of furniture, Air Conditioners, equipments, etc.	Full Power*	* Subject to compliance with condemnation procedures. And procurement shall be restricted to the equal number of air-conditioners condemned. * Subject to fulfillment of norms as laid down in delegation of Financial Power Rules, 1978/GFR, 2017	NIL

(Shamad Kumar)
Sub Divisional Magistrate - III (HQ)

S No	Nature of Power	Powers of Head of Department	Remarks
5	Freight and demurrage wharfage charges A. Fire EM charges	Full Power	Powers authorised by HOD (Divisional Commissioner, Revenue Department) to Deputy Commissioner (HOD), Revenue Department, Govt. of NCT of Delhi.
6	E. Demurrage wharfage Charges A. Hiring of Office Furniture, Electric Fans, Heaters, Coolers, Clocks and Call Bells	Full Power	Powers to the extent as delegated to HOD subject to the conditions that the norms/rates have been fixed with the approval of HOD
7	B. Purchase of Desert cooler and Room Cooler except Air Conditioners) Land	Full Power	Powers to the extent as delegated to HOD
8	Legal Charges A. Fees to Barristers, Advocates, Pleaders, Arbitrators and Umpires B. Law suits or prosecution cases	Full Power* Full Powers in case of authorities vested with powers to sanction the institution of suit or prosecution, otherwise Rs. 30,000/- (Rupees Thirty Thousand) in each case.	Powers to the extent as delegated to HOD subject to fulfillment of conditions/norms as per Col. A
	C. Arbitration cases	Full Powers in case of authorities vested with powers to refer cases to arbitration, otherwise Rs. 30,000/- (Rupees Thirty Thousand) in each case.	NIL
	D. Reimbursement of legal expenses incurred by Govt. servants in cases arising out of their official duties	Full Power	NIL
	E. Miscellaneous legal Services like drafting and vetting services	Full Powers	Powers to the extent as delegated to HOD subject to fulfillment of guidelines/norms fixed in this regard if any, issued by the Department/Govt.


 Sub Divisional Magistrate (HOD)

S.No.	Nature of Power	Powers of Head of Department	Remarks	Powers authorised by HOD (Divisional Commissioner, Revenue Department) to Deputy Commissioner - IV (HQ), Revenue Department, Govt. of NCT of Delhi.
9	Motor Vehicles A. Purchase of new vehicle B. Replacement against condemnation C. Maintenance, upkeep and repair of vehicles D. Condemnation of Vehicles.	NIL NIL Full Power Full Power*		NIL NIL Full Powers to the extent as delegated to HOD. NIL
10	Municipal rates and taxes	Full Power		Powers to the extent as delegated to HOD.
11	Works and Repairs A. Execution of petty works, repairs and day to day maintenance of Govt. Building B. Repairs and alteration to hired and requisitioned building	Rs.5,00,000/- (Rupees Five Lakh only) Per Annum per building, if the work is executed departmentally. Full powers if the work is executed through PWD. (i) Non-recurring:- Rs. 1,00,000/- (Rupees One Lakh only) per annum. (ii) Recurring: Rs. 25,000/- (Rupees Twenty Five Thousand only) per annum Upto Rs. 10,00,000/- (Rupees Ten crore) subject to availability of funds and estimates prepared by PWD or any other Govt. approved work executing agency.	* Subject to fulfillment of norms as laid down in delegation of Financial Power Rules, 1978	Powers to the extent as delegated to HOD. NIL
	C. Administrative Approval and Expenditure Sanction to Works/Projects		(a) Approval of FD is required for all Schemes/Projects costing/estimating above Rs.50 cr. (Rupees Fifty Crore) And upto Rs. 100 cr. (Rupees One Hundred Crore). (b) Approved of EFC. (Expenditure Finance Committee) headed by Hon'ble Finance Minister is required for all Scheme/Projects costing/estimation above Rs. 100 cr. (Rupees One Hundred Crore) but less than Rs. 500 cr. (Rupees Five Hundred Crore). (c) Approval of the Council of Ministry is required in respect of all Scheme/Projects costing/estimating Rs. 500 cr. (Rupees Five Hundred Crore) and above after the recommendations of EFC.	Powers to the extent as delegated to HOD. Approval of concerned Minister-in-charge is required in Civil work/Projects of Rs. 1 Crore and above before according administrative approval and expenditure sanction.

(Sherad Kumar)
Sub Divisional Magistrate - III (HQ)

S No	Nature of Power	Powers of Head of Department	Remarks	Powers authorised by HOD (Divisional Commissioner, Revenue Department) to Deputy Commissioner - IV (HQ), Revenue Department, Govt. of NCT of Delhi.
12	Postal and Telegraphs Charges. A. Charges for the issue of letters telegrams etc. B. Commission on money orders.	Full Power		Powers to the extent as delegated to HOD
13	A. Printing and binding. (Private Printers/Press) B. Printing and binding. (Through Govt. Press)	Full Power Rs. 15,00,000/- (Rupees Fifteen Lakh only) per annum, if the job is executed locally		Powers to the extent as delegated to HOD
14	C. Printing of visiting cards for self & Officers of the department. A. Purchase of Official publications B. Purchase of Non-official publications include books, newspapers, other periodical publications, etc.	Full Power Full Power		Powers to the extent as delegated to HOD
15	A. Repairing of buildings	Full Power*	* The rate of rent will be fixed by the Rent Fixation Committee of PWD	Powers to the extent as delegated to HOD
16	A. Repairs to and removal of machinery (Where the expenditure is not of a capital nature)	Full Power		Powers to the extent as delegated to HOD
17	B. Repairs/Periodical Servicing/AMC OF machinery and equipments C. Repaired from Concessions.	Full Power		Powers to the extent as delegated to HOD
18	A. Purchase of stationery stores B. Purchase of rubber stamps and office seals	Nil Rs. 25,00,000/- (Rupees Twenty Five Lakh only) per annum Full Power		Nil Powers to the extent as delegated to HOD Powers to the extent as delegated to HOD

(Sharat Kumar)
Sub Divisional Magistrate - III (HQ)

S.No.	Nature of Power	Powers of Head of Department	Remarks	Powers authorised by HOD (Divisional Commissioner, Revenue Department) to Deputy Commissioner - IV (HO), Revenue Department, Govt. of NCT of Delhi.
19	Supply of Uniforms, badges and other articles of clothing etc. and Washing Allowance	Full Powers, subject to the prescribed scales.	* Full Financial Power to the principals of the Schools to sanction uniform/scholarship to the students subject to the condition that scheme has been approved by the Competent authority and subject to availability of funds. * In case of Secretaries, approval of Chief Secretary shall also be obtained.	Full Powers to the extent as delegated to HOD subject to the prescribed scales.
20	Performance of extra jurisdictional journey within India by the Govt. Servant including payment of Delegation fee.	Full Powers*, except HOD for which the approval of concerned secretary and Minister shall be obtained.		Powers to the extent as delegated to HOD, in the case of Group B (except SDMs) & Group C including erstwhile Group D employees. In the case of SDMs (Group B) and Group A Officers, if administrative approval for performing extra jurisdictional journey has been accorded by HOD/Administrative Secretary, full powers are delegated to approve and countersigned the TA/DA Claims.
21	Power to declare a Gazetted Officer as Head of Office under Rule of DFPRs.	Full Power		NIL
22	Advance drawal of money on abstract bills for meeting contingent expenditure where advance drawal is inevitable	Full Power (Subject to the conditions as specified in Remarks Column)	(a) Expenditure sanction of Competent authority is obtained; (b) No previous advance is outstanding and (c) The amount of advance drawal is rendered to PAO concerned within one month from the date of drawal of advance.	Full Power (Subject to be condition as specified in Remarks Column No. 4)


 (Sharan Kumar)
 Sub Divisional Magistrate - III (HO)

S.No.	Nature of Power	Powers of Head of Department	Remarks	Powers authorised by HOD (Divisional Commissioner Revenue Department) to Deputy Commissioner - IV (MG), Revenue Department, Govt. of NCT of Delhi.
23	Stores (a) Stores required for works (b) Other stores i.e. stores required for the working of an establishment, instruments, equipments and apparatus. (c) Purchase of medical stores and equipments (d) Purchase of equipment of Training Institute (e) Purchase of stores such as seeds, pesticides etc. required for sale under the approved agricultural schemes. (f) Purchase of Dietary articles/clothing and other items for day to day use of Government hospitals (g) Purchase of dietary articles/clothing for the inmates of institutions under the Directorate of Social Welfare or any other Department of Government of NCT of Delhi	Full Power* Full Power Full Power Full Power Full Power Full Power (Subject to approved scales/rates)(N/A) Full Power (Subject to approved scales/rates)	* Subject to the condition that the sanction of competent authority for executing the work and incurring necessary expenditure on the purchase of stores required for the work is obtained.	NIL Powers to the extent as delegated to HOD. Provided that Administrative Approval of Divisional Commissioner-cum-Secretary (Rev) has been obtained for purchase of the instrument, equipment and apparatus. NIL NIL NIL NIL NIL
25	Living Camp Furniture (1) Initial Purchase (2) Replacement (3) Repairs (4) Minor alterations	NIL NIL Full Power Full Power		NIL NIL Full Powers to the extent as delegated to HOD. Full Powers to the extent as delegated to HOD.

SHARAD KUMAR
SUB-DIVISIONAL MAGISTRATE - II (MG)

S.No	Nature of Power	Powers of Head of Department	Remarks	Powers authorised by HOD/ (Divisional Commissioner, Revenue Department) to Deputy Commissioner - IV (HQ), Revenue Department, Govt. of NCT of Delhi.
29	Telephone Charges. As may be fixed by Govt. from time to time. (a) Office Telephone	Full Power, subject to the prescribed limit.		Full Powers to the extent as delegated to HOD provided that the orders have been sanctioned/reimbursement has been allowed with the approval of HOD/ Administrative Secretary/Competent Authority.
30	30. Sanction of Revenue telephone in case of officers drawing salary in Level 11 of Pay Matrix of the Govt. (pre-revised Pg. 3, Rs 15 600/39 100 and Grade Pay Rs. 7 600/11) and above.	Full Power	Norms of entitlements will be the same as prescribed by Govt. from time to time. Note: Officer under suspension is not entitled to reimbursement of residential telephone charges during the period of suspension.	Powers to the extent as delegated to HOD provided that the orders are sanctioned/reimbursement has been allowed with the approval of HOD/ Administrative Secretary/Competent Authority and subject to fulfillment of norms of entitlement as mentioned in Col 4.
31	31. Installation of internet Connection in Office including leased lines.	Rs. 1,00,000/- (Rupees One Lakh only) per annum.		Full powers to the extent as delegated to HOD provided that the orders have been sanctioned/reimbursement has been allowed with the approval of HOD/Administrative Secretary/Competent Authority.
32	32. All office equipments including electronic equipment, inter-com equipment, Calculators, electronic stencil cutters, Dictaphones, tape recorders, photocopiers, copying machines, addressing apps, filing and indexing systems etc.	Full Power subject to obtaining relaxation from FD on account of economy ban if expenditure exceeds Rs 5,00,000/- (Rupees Five Lakh per annum)		NIL
33	33. Purchase of Computers (including Laptops, monitors, and Computers furniture)	* Rs. 10,00,000/- (Rupees Ten Lakhs) per annum	Subject to the general instructions, if any, of the IT Department and specific approval of TEC in IT Department.	NIL
34	34. Hire & maintenance of Computers of all Kinds	Full Power		Powers to the extent as delegated to HOD.
35	35. Payment of monthly maintenance charges of purchasing and verification machines etc. to Computer Maintenance Corp. Ltd	Full Power		Powers to the extent as delegated to HOD.

(SHARAD KUMAR)
SUB DIVISIONAL MAGISTRATE - III (HQ)

S.No	Nature of Power	Powers of Head of Department	Remarks	
28	Non-Departmental Expenditure (a) Expenditure on refreshments served to guests in office meetings (b) Refreshment during the meetings/conferences/seminar/workshop	up to Rs.5,00,000/- (Rupees Five Lakh only) per annum, subject to norms/per capital rate prescribed by the Govt. Rs.300/- per head with a ceiling of Rs. 25,000/- per occasion.	NOTE: Rs.50/- per head on light refreshments at formal inter-Departmental & other meetings/conferences.	Powers authorised by HOD (Divisional Commissioner, Revenue Department) to Deputy Commissioner - IV (HQ), Revenue Department, Govt. of NCT of Delhi. Powers to the extent as delegated to HOD provided in the norms and entitlement has been fixed by HOD/Administrative Secretary/Competent Authority. Powers to the extent as delegated to HOD provided in the norms and entitlement has been fixed by HOD/Administrative Secretary/Competent Authority.
29	Writing off of irrecoverable losses of stores or public money (a) Irrecoverable losses of stores/money not due to theft, fraud or negligence (b) Losses due to theft, fraud or negligence	Rs. 2,00,000/- (Rupees Two Lakh only) in each case. Subject to observance of procedure/instructions laid down in GFR, 2017, etc. Rs. 10,000/- (Rupees Ten Thousand only) in each case.		NIL NIL
	(c) Deficiencies and depreciation in the value of stores included in the stocks and other accounts.	Rs. 1,00,000/- (Rupees One Lakh only) in each case. Subject to observance of procedure/instructions laid down in GFR, 2017, etc.		NIL

(Sharad Kumar)
Sub Divisional Magistrate - III (HQ)

S.No	Nature of Power	Powers of Head of Department	Remarks	
32	Disposal of obsolete surplus or unserviceable stores	Up to Rs. 20,00,000/- (Rupees Twenty Lakh only) at a time, subject to acceptance of the recommendation of Condemnation Board by the competent authority.		Powers authorised by HOD (Divisional Commissioner, Revenue Department) to Deputy Commissioner - IV (HQ), Revenue Department, Govt. of NCT of Delhi.
33	Investigation of O.L.D Claims	Full Powers, as per of GFR, 2017.		NULL
34	Merit Awards, Stipends, loans and other educational scholarship to students	Full Powers subject to approved scale/pattern		Powers to the extent delegated to HOD
35	Expenditure incurred on annual N.C.C Camps, Combined Cadre camps, Refresher training course and pre-commission training etc.	Full Powers, subject to the approved pattern of Govt. of India/Govt. of NCT of Delhi.	(N/A)	(N/A)
36	Payment of publicity charges on DAVP rates or for rates approved by Govt. of NCT of Delhi	Full Powers		Full Powers to the extent delegated to the HOD provided that the advertisement has been released with the approval of HOD/Administrative Secretary.
37	Payment of outfit allowance, refreshment allowance and washing allowance to NCC cadets and CAPETS.	Full Powers, Subject to scale/pattern as prescribed by the Govt. of India/Govt. of NCT of Delhi.	(N/A)	(N/A)
38	Procurement of material and equipment received as a loan or on aid from the international and other ORGANIZATIONS.	Full Power as prescribed in Rule 15 of Delegation of Powers Rules		Powers to the extent delegated to the HOD provided that the requisition form has been procured with the approval of HOD/Administrative Secretary.
39	Registrar of Special Pay to cashiers/Group 'C' staff handling cash	Full Powers*	These Allowances shall be regulated in accordance with the orders/ instructions issued by the Govt. of NCT of Delhi from time to time.	Powers to the extent delegated to the HOD provided that the Cashier/Caretaker/Gasstermer Operator has been appointed with the approval of HOD/Administrative Secretary.
40	Caretaker Allowance	Full Power*		
41	IC Operator Allowance	Full Power*		
42	Powers under the Fundamental Rules Supplementary Rules/General Financial Rules.	As per the powers prescribed in FR/SR and GFRs.		Full Powers to the extent delegated to the HOD as per the powers prescribed in FR/SR and GFRs.

(Shradh Kumar)
Sub Divisional Magistrate - III (HQ)

S.No.	Nature of Power	Powers of Head of Department	Remarks	
39	(a) Sanction of HBA to Govt. Servant (b) Sanction of GPF withdrawal to Govt. Servant.	Full power, except in respect of Secretaries and Head of Departments belonging to All India Service Officers. Full power, except in respect of Secretaries and Head of Departments belonging to All India Service Officers.	The power to sanction HBA to All India Service Officers vests with FD The power to sanction GPF withdrawal to All India Service Officers vests with FD	Powers authorised by HOD (Divisional Commissioner, Revenue Department) to Deputy Commissioner - IV (HQ), Revenue Department, Govt. of NCT of Delhi. NIL
40	(a) Sanction of Honorarium from Public Exchangeer (b) To sanction the undertaking of work for which fee/ honorarium is offered and acceptance thereof. (c) Acceptance of Honorarium	NIL As prescribed in FR/SR.	Note: The power to sanction honorarium from the public exchange vests with FD. It includes honorarium payable to the Inquiry Officer and Presenting Officer)	NIL NIL
41	(a) Sanction of payment to casual labourers for departmental work connected with Horticulture/Forestry/Agriculture (b) Sanction of Casual Labour for Departmental work connected with fisheries	Full Power* Full Power*	*Subject to the rates/norms as approved by the Govt. of NCT of Delhi and subject to availability of Budget Provision. *Subject to the rates/norms as approved by the Govt. of NCT of Delhi and subject to availability of Budget Provision.	NIL NIL
42	Payment of remuneration to part time teachers, Guest Speakers etc.	Full Power*	*Subject to the rates/norms as approved by the Govt. of NCT of Delhi	NIL
43	Payment of registration fee for seminars/conferences	Full Power*	*Subject to the fulfillment of Rules/Regulations as laid down in Govt. of NCT of Delhi Orders.	Full Powers to the extent as delegated to HOD.

(Sharad Kumar)
Sub Divisional Magistrate - III (HQ)

S. No.	Nature of Power	Powers of Head of Department	Remarks	Powers authorised by HOD (Divisional Commissioner, Revenue Department) to Deputy Commissioner - IV (HQ), Revenue Department, Govt. of NCT of Delhi.
44	Clearance for forwarding of applications for various fellowships	Full Powers* except in cases of Head of Department for which approval of concerned Secretary and Ministry shall be obtained.	*Subject to the fulfillment of Rules/Regulations as laid down in Govt. of NCT of Delhi Orders. In case of Secretary, approval of the Chief Secretary shall also be obtained.	NIL
45	Keeping lien of staff selected/approved by Govt. of India for services/training abroad.	Full Power*	*Subject to the fulfillment of Rules/Regulations as laid down in FR-13 and FR-14A.	NIL
46	Grants-in-aid to the Grantee Institutions/NGOs.	NIL	The total grant in a year does not exceed Rupees Five Lakh (Except Local Bodies), both under Revenue & Capital subject to conditions as laid down by Finance Department, Govt. of NCT of Delhi and subject to the approval pattern of assistances and further subject to fulfillment of conditions as laid down in GFR, 2017.	NIL
47	Opening of letter of credit (LC) in public sector banks	Full powers to the extent of amount of expenditure sanction accorded by the Competent Authority.		Powers to the extent delegated to HOD.
48	Washing & dry cleaning of linen	Full power to HODs of all Hospitals only where facility of washing / dry cleaning of linen is not available		NIL

(Sharad Kumar)
Sub Divisional Magistrate - III (HQ)

S.No	Nature of Power	Powers of Head of Department	Remarks	
49	a) Engagement of Security & Sanitation Services b) Engagement of Class IV Staff and Nursing Orderlies on outsourced basis through private agencies and extension of contract thereof.	Full Power*	FD's approval is required at the first time with reference to the number of persons to be engaged on outsourced basis as per the sanctioned strength/AR approved norms, but FD's approval is not required for further engagement of same number of persons in subsequent years of the contract.	Powers authorised by HOD (Divisional Commissioner, Revenue Department) to Deputy Commissioner - IV (HQ), Revenue Department, Govt. of NCT of Delhi. Powers for issuing expenditure sanction and release of payment provided that the private agencies for providing security and sanitation services on outsourced basis have been engaged with the approval of HOD/Administrative Secretary and the rates have been fixed with the approval of HOD/Administrative Secretary. Also the condition laid down in Col.4 is fulfilled.
	c) Engagement of professionals like Life Guards, Sports Coaches, trainers etc on outsourced basis through private agencies and extension of contract thereof	Full Power*	FD's approval is required at the first time with reference to the number of persons to be engaged on outsourced basis as per the sanctioned strength/AR approved norms, but FD's approval is not required for further engagement of same number of persons in subsequent years of the contract.	NIL
	d) Outsourcing of Kitchen services including supply of dietary articles	Full Power*	NIL	NIL
	e) Outsourcing of staff (cooks etc.) for kitchen services against the sanctioned vacant post	Full Power*	NIL	NIL
	f) Outsourcing of additional consulting and para-medical staff in Hospitals	NIL	NIL	NIL
	g) Outsourcing of the services of Data Entry Operators (DEOs) against vacant posts of CEO's/Ministerial posts	Full Power*	FD's approval is required at the first time with reference to the number of persons to be engaged on outsourced basis as per the sanctioned strength/AR approved norms, but FD's approval is not required for further engagement of same number of persons in subsequent years of the contract.	Full Powers to the extent as delegated to HOD
50	Continuation of Temporary posts	Up to 2 years* for group 'C' posts		NIL
51	Expenditure on swearing-in-ceremony of Constitutional Authorities of GNCT of Delhi			NIL

(Sharad Kumar)
Sub Divisional Magistrate - III (HQ)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
REVENUE DEPARTMENT: DELHI
(GENERAL ADMINISTRATION BRANCH)
5, SHAM NATH MARG, DELHI-54.

No F.7(13)/Misc/GA/Estt/2010/1798

Dated: 20/10/2022

Conditions for incurring expenditure as per the authorised powers of Divisional Commissioner as Head of Department to the Deputy Commissioner – IV (HQ), Revenue Department (HQ) delegated vide Order No.F.7(13)/Misc/GA/Estt/2010/1797..... dated 20/10/2022.

1. The Deputy Commissioner (HQ) – IV, Revenue Department (HQ) shall be responsible for incurring expenditure without committing any irregularity.
2. The expenditure under these authorised powers of HOD shall be incurred through Accounts Functionaries posted as Revenue Department (HQ).
3. In case for incurring expenditure for any item, the Deputy Commissioner (HQ) –IV, Revenue Department (HQ) need any clarification or advice, the matter shall be referred by them to the Account Functionaries posted at Revenue Department (HQ).
4. The expenditure shall be incurred within the Budget provided during the Financial Year.
5. There shall be no re-appropriation of funds from one head to another head of item of an expenditure.
6. Before incurring expenditure, the Deputy Commissioner (HQ) - IV shall ensure that all codal formalities as per GFR – 2017 instructions on the subject have been fulfilled/complied with before incurring expenditure.
7. The payment will be made in accordance with the approved rates for that expenditure/item.
8. No expenditure will be incurred by the Deputy Commissioner (HQ) - IV, Revenue Department (HQ) for which powers have not been delegated/re-delegated to him.
9. These Financial Powers (now being delegated) shall not be further re-delegated by him to lower authorities.
10. While incurring expenditure on account of purchases etc. or expenditure involving purchases, provision of Rule 149,154,155,161,162,163 of GFR – 2017 will be fully followed.
11. All expenditure relating to procurement to goods and services shall be in accordance with the chapter -6 of GFR – 2017 relating to the procurement of goods and services, DFR – 1978 and other instructions issued by the Government & Finance Department, Govt. of NCT of Delhi in this regard.
12. Against condemnation, items will be purchased only after acceptance of the report/recommendations of the Condemnation Board by the HOD/Administrative Secretary/competent authority.



(Sharad Kumar)
SDM-III(HQ)