

भारत सरकार  
परमाणु ऊर्जा विभाग  
विकिरण एवं आइसोटोप प्रौद्योगिकी बोर्ड

विआप्रौबो/बीएआरसी वाशी कॉम्प्लेक्स  
सेक्टर -20, वाशी  
नवी मुंबई - 400 703

सं : विआप्रौबोर्ड/2(1)/2020

अक्तूबर 05, 2020

प्रत्यायोजन आदेश संख्या मुख्य कार्यकारी 24/2020

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परमाणु ऊर्जा विभाग के दिनांक 21/02/2020 के कार्यालय ज्ञापन संख्या 44/26/2017 /सामान्य /आर / डी-1 / 2646, द्वारा विभागाध्यक्षों को प्रत्यायोजित की गई वित्तीय शक्तियों के संशोधन और वृद्धि के फलस्वरूप सभी पूर्व प्रत्यायोजित आदेशों का अधिक्रमण करते हुए विभिन्न अधिकारियों को प्रत्यायोजित की गई वित्तीय शक्तियां विस्तृत रूप से नीचे दी गई हैं:

- (i) उप मुख्य कार्यकारी, वरिष्ठ महाप्रबंधक, महाप्रबंधक, उप महाप्रबंधक, वरिष्ठ प्रबंधक और क्षेत्रीय केंद्रों के प्रभारी अधिकारी को प्रत्यायोजित की गई वित्तीय शक्तियां संलग्नक - I में दी गई हैं।
- (ii) अधीक्षक अभियंता, अवर मुख्य अभियंता को प्रत्यायोजित की गई वित्तीय शक्तियां संलग्नक - II में दी गई हैं।
- (iii) मुख्य प्रशासनिक अधिकारी, प्रशासनिक अधिकारी- III और उप नियंत्रक लेखा को प्रत्यायोजित की गई वित्तीय शक्तियां संलग्नक - III में दी गई हैं।
- (iv) क्षेत्रीय केंद्र, कोलकाता के प्रभारी अधिकारी द्वारा वरिष्ठ महाप्रबंधक को प्रत्यायोजित की गई शक्तियों का प्रयोग किया जाएगा।
- (v) अन्य क्षेत्रीय केंद्रों के प्रभारी अधिकारी द्वारा वरिष्ठ प्रबंधक को प्रत्यायोजित की गई शक्तियों का प्रयोग किया जाएगा। प्रभारी अधिकारी, क्षेत्रीय केंद्र, कोटा, किन्हीं मर्दों के लिए बढ़ाई गई प्रत्यायोजित शक्तियां /अतिरिक्त शक्तियों का प्रयोग करेंगे।

इन शक्तियों का प्रयोग निम्नलिखित परिस्थितियों के अधीन किया जाएगा :

- (क) निधि की उपलब्धता ;
- (ख) अधिकतम बचत तथा लागू नियमों, विनियमों, दिशानिर्देशों, निर्धारित खरीद/निर्माण कार्यविधि, वर्तमान विभागीय अनुदेशों का सख्ती से पालन करना । .
- (ग) आंतरिक वित्त के साथ परामर्श।

  
[प्रदीप मुखर्जी] 5/10/2020  
मुख्य कार्यकारी

वरिष्ठ महाप्रबंधक/महाप्रबंधक/उप महाप्रबंधक / प्रभारी अधिकारीगण, क्षेत्रीयकेंद्र  
वरिष्ठ प्रबंधक/आंतरिक वित्त सलाहकार, विआप्रौबोर्ड/भापअकेंद्र  
मुख्य प्रशासनिक अधिकारी/प्रशा.अधि-III/ उप निदेशक (राभा)/ भुगतान एवं लेखा अधिकारी/ सहा. कार्मिक अधिकारी/सहा. लेखा अधिकारी

प्रतिलिपि  
निदेशक क्रभनि, मुंबई

Government of India  
Department of Atomic Energy  
Board of Radiation and Isotope technology

BRIT/BARC Vashi Complex,  
Setor-20, Vashi,  
Navi Mumbai – 400 703.

No.BRIT/2(1)/2020

October 05, 2020

**DELEGATION ORDER NO.CE-24/2020**


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Consequent upon revision and enhancement of the financial powers delegated to the Heads of Department by Department of Atomic Energy vide Office Memorandum No.44/26/2017/Gen/R&D-I/2646 dated 21/02/2020, in supersession of all the earlier Delegation Orders, the financial powers delegated to various functionaries will be as detailed below:

- (i) Financial powers delegated to Deputy Chief Executive, Senior General Manager, General Manager, Deputy General Manager, Senior Manager and Officer Incharge of Regional Centres is given in Annexure-I.
- (ii) Financial powers delegated to Superintending Engineer, Additional Chief Engineer is given in Annexure-II.
- (iii) Financial powers delegated to Chief Administrative Officer, Administrative Officer-III and Deputy Controller of Accounts is given in Annexure-III.
- (iv) Officer-Incharge of Regional Centre, Kolkata, shall exercise the powers delegated to Senior General Manager.
- (v) Officer Incharge of other Regional Centres shall exercise the powers delegated to Senior Manager. Officer Incharge, Regional Centre, Kota, shall exercise the enhanced/additional powers delegated under certain items.

Exercise of these powers is subject to the following conditions:

- (a) Availability of funds;
- (b) Observance of utmost economy and strict adherence to rules, regulations, guidelines, prescribed Purchase/Works procedure, extant Departmental instruction as are applicable.
- (c) Consultation with Internal Finance.

  
[Pradip Mukherjee]  
Chief Executive

Senior General Manager/General Manager/Deputy General Manager/GIC, RCs  
Senior Manager/IFA, BRIT/BARC  
CAO/AO-III/DCA/DD(OL)PAO/APO/AAO

Copy to:

Director, DPS, Mumbai.  
Atomic Energy Audit Party, DAE, Mumbai.



**DELEGATION ORDER NO. DATED OCTOBER 05, 2020**

**ANNEXURE-I**

S.No.	Nature of powers delegated	Deputy Chief Executive	Senior General Manager & Officer Incharge, Regional Centre, Kolkata	General Manager	Deputy General Manager	Senior Manager and Officer Incharge of Regional Centres	Procedure/Condition under which the power should be exercised
I. 01.	<b>PURCHASE</b> Emergency Purchase	Rs.75,000/=	Rs. 75,000/=	Rs. 50,000/=	Rs. 20,000/=	Rs. 10,000/=	(a) Cases where delay in receipt of stores will affect the uninterrupted activity of the laboratory/Plant/Project. (b) Internal Finance shall be consulted.
02.	Approve temporary advances for Local Purchase through direct payment to vendor (excluding items of stationery). Approval for drawing Temporary advance in cash/for direct cash purchase shall not exceed Rs.5000/=. <b>NOTE: Powers delegated under this Head shall be exercised in a judicious manner. This is not a replacement for purchase through Government e-Marketplace.</b>	Rs.75,000/=	Rs. 50,000/=	Rs. 25,000/=	Rs. 20,000/=	Rs. 10,000/=	(a) Before resorting to Cash Purchase, NON-AVAILABILITY CERTIFICATE from the Stores should be obtained. (b) When the total value of an item or items of similar nature to be purchased at a time does not exceed Rs. 5,000/- cash purchases can be made without obtaining competitive quotations. (c) For purchasing an item(s) of similar nature at a time costing more than Rs.5,000/- and up to Rs.20,000/= quotations should be obtained from at least 3 firms. <b>Purchase above Rs.20,000/= should be done through DPS.</b> (d) Quantities required should not be split into a number of indents in order to maintain the total cost of individual purchases. (e) All such cases of Cash Purchase must be accounted in Stores. (f) This power will not be exercised in respect of purchases of the nature referred below: (i) Foreign purchases (ii) Purchase of materials from up-country firms (iii) Where items to be purchased are required to be dispatched to outstations (iv) Where the sale procedure of a particular supplier does not provide for cash sale (v) Where the nature of transaction makes it necessary for issue of regular purchase order.

S.No.	Nature of powers delegated	Deputy Chief Executive	Senior General Manager & Officer Incharge, Regional Centre, Kolkata	General Manager	Deputy General Manager	Senior Manager and Officer Incharge of Regional Centres	Procedure/Condition under which the power should be exercised
03.	Local Purchase/ through Government e-Marketplace	Rs.100,000/=	-NIL-	-NIL-	-NIL-	-NIL-	Same as above.
04.	Purchase of furniture and fixtures and their maintenance	Full	Full	Full	Full	Full	Subject to purchase being done through DPS
05.	Printing and purchase of items of stationery	Full	Full	Full	Rs.5000/=	Rs.5000/=	(a) Financial powers for Printing and purchase of stationery for general purpose shall vest only with the Head of Office. (b) Officer-Incharge of Regional Centres are delegated with powers for purchase of stationery. (c) Power shall be exercised only for incurring expenditure on printing of brochure, catalogue, etc.
II.	<b><u>STORES AND EQUIPMENT</u></b>						
01.	<b><u>For Approving Indents</u></b>						
	(i)Open Tender	Up to Rs.3crore	Up to Rs.2crore	More than Rs.25 lakh up to Rs.1 crore	More than Rs.10 lakh up to Rs.25 lakh	Up to Rs. 10 lakh	All Indents shall be routed through Procurement Cell before seeking the approval of the Competent Authority.
	(ii) Limited Tender	Up to Rs. 2crore	Up to Rs. 1 crore	More than Rs.25 lakh up to Rs.50 lakh	More than Rs.5 lakh up to Rs. 25 lakh	Up to Rs. 5 lakh	



S.No.	Nature of powers delegated	Deputy Chief Executive	Senior General Manager & Officer Incharge, Regional Centre, Kolkata	General Manager	Deputy General Manager	Senior Manager and Officer Incharge of Regional Centres	Procedure/Condition under which the power should be exercised		
	(iii) Single/Nominated/Negotiated/Resultant Single Tender/Proprietary	Up to Rs.75lakh	Up to Rs.50lakh	More than Rs.2 lakh uptoRs. 5 lakh	Up to Rs. 2lakh	Up to Rs. 1 lakh	All Indents shall be routed through Procurement Cell before seeking the approval of the Competent Authority.		
02.	<b><u>Approval of Purchase contracts</u></b>	Up to Rs.75 lakh	Up to Rs.50 lakh	More than Rs.10 lakh up to Rs.25 lakh	More than Rs.5 lakh uptoRs. 10 lakhs	Up to Rs. 5lakh	Procurement costing less than Rs.5 lakh shall be concurred by DCA/IFA. Procurement Cell shall recommend purchase exceeding Rs.5 lakhs up to Rs.50 lakhs. Recommendation of the following Committee/Board shall be obtained for approving purchase costing the limits prescribed below.		
							Stores & Equipment Committee	Stores & Procurement Committee	BRIT Board after due consideration and recommendation of SPC
							More than 50 lakhs up to Rs. 5 crore	More than 5 crore up to Rs. 10 crore	More than Rs. 10 crore
	(ii) Limited Tender	Up to Rs. 40 lakh	Up to Rs. 25 lakhs	More than Rs.5lakh up to Rs.15 lakh	More than Rs.3lakh up to Rs. 5lakh	Up to Rs. 3lakh	More than Rs.25 lakh up to Rs. 3 crore	More than Rs.3 crore upto Rs.5 crore	More than Rs. 5 crore up to Rs. 6 crore
	(iii) Single/Nominated/Negotiated/Resultant Single Tender/Proprietary	Up to Rs. 10 lakh	Up to Rs.5lakh	More than Rs.1lakh uptoRs. 2lakh	More than Rs.50,000 up to Rs. 1 lakh	Up to Rs. 50,000	More than Rs.25 lakh up to Rs. 1 crore	More than Rs.1 crore up to Rs. 2 crore	More than Rs. 2 crore up to Rs. 3 crore

S.No.	Nature of powers delegated	Deputy Chief Executive	Senior General Manager & Officer Incharge, Regional Centre, Kolkata	General Manager	Deputy General Manager	Senior Manager and Officer Incharge of Regional Centres	Procedure/Condition under which the power should be exercised
III.	<b>GENERAL</b>						
01.	Repairs & Maintenance of Equipment (including Annual Maintenance Contracts) and Minor Fabrication Works  (a) Through Departmental Workshop	Rs.15 lakh	Rs.10 lakh	Rs. 5 lakh	Rs.2 lakh	Rs. 1 lakh	Concurrence of Internal Finance shall be invariably obtained.
	(b) Other than Departmental Workshop	Rs.10 lakh	Rs.5 lakh	Rs.3 lakh	Rs. 1 lakh	Rs.50,000	
02.	(a)Recurring Contingent expenditure in connection with functioning of Labs./ Processing Plants/ Workshops	Rs.50,000/= on each occasion subject to a maximum of Rs.5 lakh per annum	Rs.40,000/= on each occasion subject to a maximum of Rs.4 lakh per annum	Rs.30,000/= on each occasion subject to a maximum of Rs.3 lakh per annum	Rs.20,000/= on each occasion subject to a maximum of Rs.2 lakh per annum	Rs.10,000/= on each occasion subject to a maximum of Rs.1 lakh per annum	(a) Expenditure not to involve departure from the prescribed scales or rules & instructions issued from time to time by Government of India as adopted or modified by the Atomic Energy Commission.  (b) Consultation with Finance shall be necessary.
	(b) Non-recurring contingent expenditure	Rs.1 lakh on each occasion	Rs.80,000/= on each occasion	Rs.60,000/= on each occasion	Rs.40,000/= on each occasion	Rs.20,000/= on each occasion	
03.	Contingent Expenditure incurred for conveyance and other incidentals for carriage of records, equipment etc.	Rs.5000/= on each occasion	Rs.5000/= on each occasion	Rs.5000/= on each occasion	Rs.5000/= on each occasion	Rs.5000/= on each occasion	Expenditure on conveyance shall not be incurred by Regional Centres provided with Departmental/Hired vehicle except in case of non-availability of the vehicle.



S.No.	Nature of powers delegated	Deputy Chief Executive	Senior General Manager & Officer Incharge, Regional Centre, Kolkata	General Manager	Deputy General Manager	Senior Manager and Officer Incharge of Regional Centres	Procedure/Condition under which the power should be exercised
04.	Entertainment to Guests in connection with official business	-NIL-	Rs.500 for OIC, RC, Kolkata	-NIL-	-NIL-	Rs.500 for OIC, RC, Bengaluru	(a) Entertainment should be commensurate with the dignity of the guests. (b) Utmost economy will be observed. (c) While submitting the claims to Accounts Section a certificate shall be furnished stating that the expenditure towards entertainment claimed for a month is not exceeding the powers delegated. In case the expenditure exceeds the powers delegated, approval of the competent authority shall be taken.
05.	<b><u>MOTOR VEHICLES</u></b>  (a) Registration, Taxes and Other expenses  (b) Fuel & Lubricants  (c) Repairs and maintenance of Departmental vehicles	--  --  --	--  --  --	--  --  --	--  --  --	--  --  --	<b>Full powers for Officer Incharge of Regional Centres provided with Departmental vehicle</b>  <b>Full powers for Officer Incharge of Regional Centres provided with Departmental vehicle</b>  <b>Rs.25,000/= for Officer Incharge of Regional Centres provided with Departmental vehicle. Beyond this an estimate shall be forwarded to CAO, BRIT, for communicating approval.</b>
06.	Sanction of all kinds of leave excluding Special Casual Leave for specific purposes viz., sports etc., Work Related Illness and Injury Leave and Study Leave	Full power	Full power	Full powers	Full powers	Up to 15 days on each occasion in respect of Officers and Staff under their control	(a) In all cases the sanction of leave shall be subject to the fulfilment of the conditions laid down in the CCS (Leave) Rules, 1972. (b) The sanctioning authority will decide whether the leave applied for can be granted or not, keeping in view the exigencies of work (c) The delegation does not cover cases of grant of EOL for the purpose of higher studies or for postdoctoral Fellowships. (d) Powers regarding grant of casual leave shall be subject to observance of prescribed procedure and conditions. (e) Leave for personal visit abroad requires prior approval of Chief Executive

S.No.	Nature of powers delegated	Deputy Chief Executive	Senior General Manager & Officer Incharge, Regional Centre, Kolkata	General Manager	Deputy General Manager	Senior Manager and Officer Incharge of Regional Centres	Procedure/Condition under which the power should be exercised
07.	Refund of cancellation charges in respect of <b>train/bus tickets</b> solely due to official reasons	Full	Full	-NIL-	-NIL-	-NIL-	Refund of cancellation charges for air tickets rests solely with Chief Executive. Cancellation of tickets due to "No-show" of the official shall not be considered.
08.	Sanctioning of TA on tour, powers of Controlling Officer under TA rules for officers and staff under their control including reimbursement of Tatkal charges and travel by Premium Trains.	Full	Full	Full	Up to 15 days only for officers and staff working under their control	Up to 7 days only for officers and staff working under their control	<p>Subject to normal TA Rules and entitlement.</p> <p>(a) Tour Program of Deputy Chief Executive, Senior General Manager and General Manager shall require the approval of Chief Executive.</p> <p>(b) The tour program Deputy General Manager/ Senior Manager shall require approval of Deputy Chief Executive/Senior General Manager.</p> <p>(c) Air travel to be recommended by DCE/SGM/GM and approved by Chief Executive.</p>



**DELEGATION ORDER NO. DATED OCTOBER 05, 2020**

S.No.	Nature of powers delegated	Superintending Engineer on the recommendation of the Works Committee	Additional Chief Engineer on the recommendation of the Works Committee	Procedure/Condition under which the power should be exercised
	<b><u>WORKS CONTRACT</u></b>			
01.	Open/Limited tender	Up to Rs. 1 crore	Up to Rs.2 crore	(a) Finance shall be consulted regarding necessity and scope of work and availability of funds.
02.	Single/Nominated/Negotiated tender	Up to Rs.25 lakhs	Upto Rs.50 lakhs	(b) Design and location shall be approved by the architect wherever necessary. (c) The expenditure on the work shall be met within the approved budget.

DELEGATION ORDER NO. DATED OCTOBER 05, 2020

S.No.	Nature of Power	DCA	AO-III	CAO	Procedures/Conditions to be observed
01.	(a) Sanctioning of TA on tour, powers of Controlling Officer under TA rules for officers and staff under their control including reimbursement of Tatkal charges and travel by Premium Trains.	Full power for officials working under the control	-NIL-	Full power for officials working under the control	Approval of Chief Executive is required for air travel.
	(b) Sanctioning/admitting TA claims on Transfer/retirement/TA claims of family members of Government servants who die while in service	-NIL-	Powers of Controlling Officer	--	--
02.	Sanction of all kinds of leave excluding Special Casual Leave for specific purposes viz., sports etc., Work Related Illness and Injury Leave and Study Leave	Full powers	Up to 15 days in respect of Non-Gazetted Officers	Full powers	Grant of leave for private visit abroad shall require the prior approval of Chief Executive. Deputy Director (OL)/Additional Director (OL) shall exercise the powers of AO-III. <b>PAO/APO/AAO shall have powers to sanction leave of the kind mentioned herein for a period not exceeding five days in respect of Non-Gazetted Officers working under them.</b>
03.	Sanction of Special Casual Leave for specific purposes viz., sports etc., Work Related Illness and Injury Leave excluding Study Leave for all employees	-NIL-	-NIL-	Full powers	For sanction of Work Related Illness and Injury Leave recommendation of Medical Officer is required.
04.	Sanction of Compensatory Off	Full powers	Full powers	Full powers	As per the extant orders. Deputy Director (OL)/Additional Director (OL) shall exercise the powers of AO-III.
05.	Printing and Purchase of Stationery for Office, Plants and Laboratories without drawing temporary advance.	-NIL-	-NIL-	Full powers	Purchase procedure shall be followed.
06.	Sanction of Overtime Allowance	Full power	-NIL-	Full powers	Subject to ceiling and other conditions as per the extant orders.



S.No.	Nature of Power	DCA	AO-III	CAO	Procedures/Conditions to be observed
07.	Purchase of stationery and printing for urgent office use and which are to be done urgently without utilizing DPS service	Up to Rs. 2,000/- on each occasion and not more than two times in a month subject to a maximum of Rs.50,000/- per annum.	Up to Rs. 2,000/- on each occasion and not more than two times in a month subject to a maximum of Rs.50,000/- per annum.	Up to Rs. 10,000/- on each occasion.	Purchase procedure shall be followed. Such purchases shall be done only in emergency circumstances.
08.	Registration fee for participation in Seminar/ Symposium/Workshop/Training.	-NIL-	Full powers	Full powers	Subject to approval of nomination by Chief Executive/BMC in respect of S & T personnel and by CAO in respect of Administrative and Auxiliary personnel.  Funds should be available to meet the expenditure in the approved budget.
09.	(a) Recurring Contingent expenditure	Not more than Rs.1000/= on each occasion	Not more than Rs.1000/= on each occasion	Rs.10,000/= on each occasion	Sanction details shall be kept with the sanctioning authority for record. Illustrative List is as under: Freight, demurrage & wharfage charges, Petty works and repairs, binding, purchase of Calculating machines etc.
	(b) Non-recurring contingent expenditure	Not more than Rs.2000/= on each occasion subject to a maximum of Rs.50,000/= per annum	Not more than Rs.2000/= on each occasion subject to a maximum of Rs.50,000/= per annum	Rs.20,000/= on each occasion	
10.	(a) Recurring Miscellaneous expenditure	-NIL	Rs.1,000/= on each occasion	Rs.10,000/= on each occasion	Expenditure on any official ceremonies subject to any general instruction issued by Government from time to time
	(b) Non-recurring Miscellaneous expenditure	-NIL-	Rs.2,000/= on each occasion	Rs.50,000/= on each occasion	
11.	<b><u>PURCHASE OF EQUIPMENT, FURNITURE &amp; FIXTURES</u></b>				
	(a) Purchase of Office furniture	-NIL-	-NIL-	Full Powers	Recommendation of Computer Committee shall be obtained for purchase of computers, printers, photocopying machines etc.
	(b) Purchase of Office Equipment like Computers, Printers, Photocopying machines etc.	-NIL-	-NIL-	Full Powers	Prescribed purchase procedure shall be followed.

S.No.	Nature of Power	DCA	AO-III	CAO	Procedures/Conditions to be observed
	(c) Utensils, cutleries, equipment for canteen	-NIL-	-NIL-	Full powers	
12.	Repairs, Maintenance and AMCs for Office equipment, furniture, electrical equipment and other facilities provided in Offices/Canteen	-NIL-	Up to Rs.5,000/= on each occasion	Full powers	Prescribed Works procedure shall be followed.
13.	<b><u>REPAIRS, MAINTENANCE AND AMCS</u></b>  (a) Office equipment	-NIL-	-NIL-	Powers of Head of Department	
14.	<b><u>MOTOR VEHICLES</u></b>  (a) Registration, Taxes and Other expenses  (b) Fuel & Lubricants  (c) Repairs and maintenance of Departmental vehicles	-NIL- -NIL- -NIL-	Full powers Full powers -NIL-	Full powers Full powers Rs.25,000/= on each occasion	
15.	Payment towards electricity charges, water charges, fees/charges for regulatory authorities like Pollution Control Board etc.	-NIL-	Full powers	Full powers	
16.	Rent, Rates and Taxes	-NIL-	Full powers	Full powers	
17.	Telephone, mobile, internet and dedicated broadband leased line charges	-NIL-	Full powers	Full powers	Approval of Chief Executive shall be required for sanctioning the facilities to individual officers.  Reimbursement of charges to Officials shall be restricted to the ceiling prescribed by the Government
18.	Postage and courier charges	Up to Rs.1000/= per month	Full powers	Full powers	
19.	Approve temporary advances for Local Purchase	Rs.5000/= on each occasion	Rs.5000/= on each occasion	Rs.25,000/= on each occasion	Settlement of advances should be done within a week. Purchase procedure should be followed if the cost of purchase exceeds Rs. 5,000/- in each case.
20.	Purchase of reference books	Rs.2500/= on each occasion	-NIL-	Full powers	



S.No.	Nature of Power	DCA	AO-III	CAO	Procedures/Conditions to be observed
21.	Purchase of protective clothing, Uniforms	-NIL-	-NIL-	Full powers	Extant orders on the subject shall be followed.
22.	Medical examination charges	-NIL-	-NIL-	Full powers	
23.	Payment of legal charges	-NIL-	-NIL-	Full powers	As per rates approved by Ministry of Law. Clearance from Law Ministry shall be obtained in each case, if required.
24.	Entertainment in connection with DPC/Selection Committee/Office Council and other official meetings.	-NIL-	Rs.2000/= on each occasion	Rs.3000/= on each occasion	Deputy Director (OL)/Additional Director (OL) shall exercise the powers of AO-III.
25.	Reimbursement of charges for Newspapers and Magazines	-NIL-	-NIL-	Full powers	Prior approval of Chief Executive shall be obtained for sanctioning facility to individual officers. Ceiling prescribed by DAE/Nodal Ministry shall be strictly adhered to.
26.	Reimbursement of conveyance charges and other incidentals for carriage of records, equipment etc.	-NIL-	-NIL-	Full powers	Non-availability of Departmental transport should be certified.
27.	General Powers under - (a) FR & SR (b) GPF/CPF Rules (c) LTC Rules (d) CCS (Conduct) Rules (e) GFR, Loans & Advances including HBA, Motor Car and Personal Computer (f) TA Rules (g) Other Service Rules	-NIL-	Powers of Head of Office	Powers of Head of Department	