

No: 1/31-FD/MISC/2012-13/Part.I/ 545
U.Ts. Administration of Daman & Diu
and Dadra & Nagar Haveli,
Office of the Finance Secretary,
Secretariat, Moti Daman,
DAMAN – 396 220.

Dated: 09/11/2012.

**DELEGATION OF FINANCIAL POWERS
TO HEADS OF OFFICE IN GROUP 'A' & 'B'**

ORDER

The Administrator of Daman & Diu and Dadra & Nagar Haveli is pleased to re-delegate his powers to the Heads of Office in Group "A" and Group "B" of the U.T. of Daman & Diu and Dadra & Nagar Haveli as shown in the Annexure-I attached to this order to stream line the District level functioning of the offices/departments.

The exercise of the powers is further subject to the following conditions.

1. The powers shall be exercised subject to the financial limit being in accordance with provision of Delegation of Finance Power Rules, 1978, General Financial Rules, economy instructions issued by the Ministry of Finance, Fiscal Codes and procedures, Orders/instructions/circulars/directions, etc. issued by Government of India, Ministry of Home Affairs, Ministry of Finance, Planning Commission, CVC and Other Ministries and U. Ts. Administration from time to time and also the limit being within the budgetary allocation for the year.
2. The powers shall be exercised without splitting-up of the proposals to avoid the necessity for obtaining the sanction of the higher authority.
3. The proposal for incurring Expenditure exceeding the said limit shall continue to be submitted to the Hon'ble Administrator with the concurrence of the Finance Department for approval/sanction.

12/11/12
..... 2/-

4. This order shall supersede all earlier orders issued in the matter.

This issues with the concurrence of the Finance Department vide diary No. 3132 dated 26/10/2012 and with the approval of the Hon'ble Administrator vide diary No. 8629 dated 01/11/2012.

By order and in the name of the
Administrator, Daman & Diu and
Dadra & Nagar Haveli

13 Nov 9/11/2012
(P. J. Bamania)
Joint Secretary (Finance)

To,
All Heads of Offices, DD & DNH.

Copy to

1. The Staff Officer to the Administrator, Secretariat, Daman/DNH.
2. The PS to Development Commissioner, Secretariat, Daman/DNH.
3. The PS to Finance Secretary, Secretariat, Daman/DNH.
4. The Director of Accounts, Daman & Diu
5. The Director of Accounts, D & NH, Silvassa
6. The Assistant Accounts Officer, Diu
7. The Accountant General, Gujarat State-I, Ahmedabad
8. The Accountant General, Gujarat State-II, Rajkot
9. The Dy. Director (P & S)/ HO of Govt. Printing Press, Daman with a request to circulate to all Head of Offices / Departments in Daman and Diu District
10. The Dy. Secretary (Finance), D&NH with a request to circulate to all Head of Offices / Departments in D&NH

**ANNEXURE TO ORDER REGARDING RE-DELEGATED FINANCIAL POWERS
TO HEADS OF OFFICE IN GROUP "A" & GROUP "B" OFFICERS UNDER
SCHEDULE V OF DELEGATION OF FINANCIAL POWERS RULES, 1978**

Item No. of Scheduled V/VII & its Annexure	Nature of Powers	Revision/enhance of Financial Powers	
		Group 'A'	Group 'B' (Gazetted)
1. (a)	Non-Recurring expenditure	Up to ₹1,00,000/- power to in each case	Up to ₹50,000/- powers in each case
(b)	Recurring expenditure	₹20,000/- in each case	₹10,000/- in each case
(c)	Write off irrecoverable loss of public stores other than by theft, fraud or negligence	₹20,000/- in each case	₹20,000/- in each case
2.	Charges for remittance of treasure	Full Powers	Full Powers
4.	Electric, gas and water charges	Full Powers	Full Powers
5.	Fixtures and furniture, purchase and repairs	₹1,00,000/-	₹25,000/-
13.	Postal and Telegraphs charges	Full Powers	Full Powers
i)	Charges for the issue of letters, telegrams, etc.	Full Powers	Full Powers
ii)	Commission on money orders	Full Powers	Full Powers
14.	Printing & Binding	₹25,000/-	₹15,000/-
15.	Publications		
i)	Official publications	₹25,000/-	₹15,000/-
21. (B)	Local purchase of petty stationery stores	₹1,00,000/-	₹50,000/-
(C)	Local purchase of rubber stamps and office seals	Full Powers	Full Powers
22. (ii)	Other stores i. e. stores required for the working of an establishment, instruments, equipments and apparatus	₹1,00,000/-	₹50,000/-
23.	Supply of uniforms, badges and other articles of clothing etc. and washing allowance	Full Powers	Full Powers
24.	Telephone charges	Full powers except new telephone connection	Full powers except new telephone connection
26.	All Office equipments including intercom equipments, calculators dicta-phones, filling and indexing system etc.	₹75,000/-	₹40,000/-

Note:- The exercise of these powers are subject to Rules, Orders, Restriction Scales as prescribed in the Annexures to Schedule V and its Annexure and also Scheduled VII of Delegation of Financial Powers Rules, 1978 and also instruction issued by Government of India, Ministry of Finance, Ministry of Home Affairs & UT Administration from time to time.

13
Date: 9/11/2012
संयुक्त सचिव (वित्त)
Joint Secretary (Finance)
सचिवालय, दमण
Secretariat, Daman.