



भारतीय दार्शनिक अनुसंधान परिषद्



(भारत सरकार, मानव संसाधन विकास मंत्रालय)

INDIAN COUNCIL OF PHILOSOPHICAL RESEARCH

(Government of India, Ministry of Human Resource Development)

F.8-5/2017/(A&F)/ICPR

January 16, 2020

Office Order

As per the decision taken by the Finance Committee decision held on 15.10.2019 proposal of delegation of financial power of Director (A& F) has been approved in accordance with delegation of Financial Power Rules (DFPR) . As per Swami's Compilation of Delegation of Financial Powers Rules page no 2-3, Sl (3) sub SNo (f)"Head of the Department" in relation to an office or offices under his administrative control, means an authority specified in Schedule I and includes such other authority or person as the concerned Department in the Central Government may, by order, specify, as a Head of Department: provided that such a person is the Head of an identifiable organization and the minimum of his revised scale of pay is not lower than that of a Deputy Secretary to the Government of India.The Delegation of financial power of Director (A&F) at the **enclosure of this later form Page no 01 to 05.**

It is hereby informed that the Council may follow this office order for all concern matter.

(Prof. Kumar Ratnam)

Member-Secretary

Copy to :

1. Director (A)/Director (P&R)
2. Programme Officer
3. Supdt. (A&F), ICPR
4. Supdt(P &R) i/c, ICPR-V.K. Jaggi
5. Sr. PA to Hon'ble Chairman, ICPR, New Delhi.
6. Bill/Pay Assistant
7. cashier
8. Shri SB Singh
9. Smt. Kavilesh Sorni

E-mail : icpr@bol.net.in, icprhqrs@gmail.com Website : <http://www.icpr.in>

मुख्य कार्यालय : दर्शन भवन, 36 तुगलकाबाद इन्स्टिट्यूशनल एरिया, महारौली बंदरपुर रोड, नई दिल्ली - 110062 दूरभाष : +91-11-29901516, 29901527 टेलिफैक्स : 29964750

Head Office : Darshan Bhawan, 36, Tughlakabad Institutional Area, M.B. Road, New Delhi-110062 Tel.: +91-11-29901516, 29901527 Telefax: 29964750

लखनऊ कार्यालय : 3/9, विपुल खण्ड, गोमती नगर, लखनऊ - 226010 टेलिफैक्स : +91-522-2392636 E-mail : centre@icpr.in, icprlkw@gmail.com

Lucknow Office : 3/9, Vipul Khand, Gomti Nagar, Lucknow-226010 Telefax: +91-522-2392636 E-mail : centre@icpr.in, icprlkw@gmail.com

STATEMENT OF FINANCIAL POWERS DELEGATED TO DIRECTOR (A&F)
AS HEADS OF DEPARTMENT AS ON 01.01.2020

Sl. No.	Nature of Power	Power of head of Department	Remarks
1	2	3	4
1.	Contingent Expenditure	Rs. 2,00,000/-per annum	
	A. Unspecified Items (Recurring)		
	B. Unspecified Items (Non-Recurring)	Rs. 1,00,000/-per annum	
2.	Bicycle:		
	(a) Purchase	Full Power	
	(b) Replacement	Full Power	
	(c) Repairs	Full Power	
3.	(a) Conveyance Hire	25,000/-per month	
	(b) Reimbursement of Conveyance charges	1,000/- per month <i>+ person</i>	
	(c) Granted of Conveyance allowance to physically handicapped	Full Power subject to observance of the conditions as laid down by GOI	
4.	Electric, Gas and water Charge	Full Power	
5.	Fixture and furniture-		subjected to GFR 2017 and Govt. rules
	(a) Purchase	Rs.25,000/-	
	(b) Repairs	Full Power	
6.	Freight and demurrage/wharfage charges		
	(a) freight charges	Full Power	
	(b) Demurrage /Wharfage Charges	Full power	
7.	(a) Hiring of :- Office furniture, Electric fans, Heaters, Coolers, clocks and call-bells.	Full Power	
	(b) Purchase of Desert cooler and Room cooler(Except Air Conditioners)	Full Power	
8.	Legal Charges	with concurrence of Member Secretary	
	(a) Fee to Barristers, Advocates, Pleaders, Arbitrators and Umpires	Full power	
	(b) Law suits or Prosecution cases	Full Powers in case of authorities vested with powers to sanction the institution of the suit or prosecution, otherwise Rs.10,000/-in each case	

[Handwritten Signature]

	(c) Arbitration cases	Full Powers in case of authorities vested with powers to sanction the institution of the suit or prosecution, otherwise Rs.10,000/-in each case	regulated in accordance with the provisions of DFPR 2017
	(d) Reimbursement of Legal Expenses incurred by Govt. servant in cases arising out of their official duties.	Full power (These powers shall be exercised subject to such order/ instruction as may be issued from time to time by the Government of India)	with concurrence of Member Secretary
	(e) Miscellaneous Legal services like consultancies, drafting and vetting services		
9.	Municipal rates taxes.	Full Power	
10.	Petty works and Repairs		
	(a) Execution of petty works, repairs and day to day maintenance of Govt. building	Rs. 25,000/- in each case	
11.	Postal and Telegraph charges.		
	Charges for the issue of letters telegrams etc.	Full Power	
	Commission on money order	Full Power	
12.	Printing and binding (Private printers /Press)	Rs. 25,000/- in each case	
13	Publication : Purchase of Non official publications including Govt. Rules, Newspapers, other periodical publication etc.	Rs. 25,000/- in each case	
14.	(a)Repairs to and removal of machinery (where the expenditure is not of a capital nature)	Rs. 25,000/- in each case	
	(b)Repair / periodical servicing /AMC of machinery and equipment	Full Powers	with concurrence of Member Secretary
15.	(a) Purchase of stationary stores	Rs. 25,000/- per annum	
	(b)Purchase of rubber stamps and office seals	Full Power	
16	Stores:		with concurrence of Member Secretary
	(a) Store required for works.	Full Powers	
	(b) Other stores i.e. stores required for the working of an establishment instruments, equipment and apparatus.	Full powers	

17	Telephone charges :- (as may be fixed by Government from time to time)		
	(a) Office Telephone	Full Power	
	(b) Sanction of Residential telephones in case of officers drawing salary in PB – 3 Rs. 15600-36100 plus grade pay – Rs.7600/- (pre-revised pay scale of Rs. 12000-16,500) and above	Full Powers	with concurrence of Member Secretary
	(c) Sanction of Internet connection	Rs. 10,000/- per annum.	
18	(a) All office equipment's, including typewriter, electronic typewriters intercom equipment, calculators, electronic stencil cutter, Dictaphones tape recorder, photocopiers, copying machine, franking machine, addressographs , filling and indexing systems etc.	Full power	
	(b) Purchase of computer (including laptops, printer and computer furniture)	Rs. 250000/- per annum	
	(c) Hire & maintenance of all kinds.	25,000/-	
19.	Miscellaneous Expenditure.		
	(a) Recurring	Rs. 10,000/- per annum	
	(b) Non-Recurring	Rs. 10,000/- in each case	
	(c) Expenditure on refreshments served to guests in official meetings.	As per sanction of Ministry of Finance Department of Expenditure of govt. of India	
	(d) Working Lunch during the meeting /conference /seminar /workshops		
20.	Write –off of Irrecoverable losses of store or public money.		
	(a) Irrecoverable losses of stores /money not due to theft , fraud or negligence	Rs. 50,000/- in each case. subject to observation of procedure /instructing laid in GFR 2017 etc	
	(b) Losses due to theft, fraud or negligence	Rs. 5,000/- in each case.	
	(c) Deficiency of obsolete, surplus or unserviceable	Rs. 50,000/- in each case. subject to observation of procedure /instructing laid in GFR 2017 etc	
21.	Disposal of obsolete , surplus or unserviceable stores	Upto Rs. 1,50,000/- at a time, subject to recommendation of Condemnation board by the competent authority	

22.	Payment of publicity charges on DAVP rates or the rate approved by Govt. of India	Full Power	with concurrence of Member Secretary
23.	payment of registration fee for Seminar/ conferences	Full Power	with concurrence of Member Secretary
24.	Keeping Lien of staff selected/ approved by Govt. of India for the services / training abroad	Full Power for the group C only	
25.	Washing & cleaning of linen	Full Power	
26.	Continuation of Temporary post of Group "C" and "D"	Up to 2 years	with concurrence of Member Secretary

R. M. L.