

**INDIAN AGRICULTURAL RESEARCH INSTITUTE  
NEW DELHI - 110 012**

No. 10-2/2002-IMC

Dt : 3/8/2005

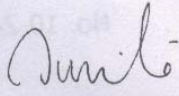
**OFFICE ORDER**

The Director, IARI is pleased to re-delegate the powers to Joint Director (Research), Chief Admn. Office, SAO (A/c), SAO (Works) and SAO (Stores) with immediate effect and until further orders as per Annexure 1 to 5.

All the powers re-delegated will be subject to the terms & conditions such as :

- a. Sanction shall not be accorded in favour of self
- b. Availability of funds under appropriate head under sanctioned budget.
- c. Fulfilment of prescribed procedures, terms and conditions laid down under GFR, delegation of financial power rules, ICAR Audit Manual/FRSR and other rules/instructions/orders issued by GOI/ICAR/Director, IARI from time to time.
- d. Observance of economy instructions and restrictions imposed/issued by GOI/ICAR from time to time.
- e. In respect of purchases to be made under PLAN for equipments/photocopier, Computer etc. it has to be ensured before sanction that the items concerned are approved in the EFC Memo by the Council.
- f. The powers so delegated will be exercised by the SAO/AO concerned, depending upon the situation wherein SAO or an AO is appointed as an in-charge of the concerned section.
- g. In the absence of SAO/AO of a specific unit/section, either on leave or tour, the financial and administrative power delegated to him/her for that specific unit/section will be exercised by the other SAO/AO as per the decision of the Director.

- h. In the absence/leave of the concerned JD(Admn.) /CAO the financial and administrative power will be exercised by the next CAO /JD(Admn.) {Instruction as contained in office order No 10-2/2001-IMC dated 31.7.2001}
- i. The power so re-delegated will be applicable in cases where the powers have not been re-delegated to the Head of Division in respect of the employees working in his respective Division vide office order No.10-2/2000-IMC dated 12.11.2002.

  
(Sunita Sharma)  
Administrative Officer (IMC)

**Distribution:**

1. Joint Director (Res.)/ Joint Director (Admn.) Of IARI
2. Chief Finance and Accounts Officer of IARI
3. Chief Admn. Officer of IARI
4. SAO (Works)/SAO (Accounts)/ SAO (Stores)
5. Audit I/II/III/IV and V
6. SO to Director, IARI for information

### JOINT DIRECTOR (RESEARCH ) (IN RESPECT OF STORES AND ACCOUNTS)

S.N o.	Nature of Powers	Powers re- delegated
1.	Grant of advance in connection with LTC and grant of LTC	Full powers in respect of CAO concerned, other Joint Directors, Heads of Divisions, Project Directors. In case of Joint Director (Research) the Director will have full powers
2.	Grant of Temporary advances including special advances from provident fund and part Final withdrawal	Full powers in respect of CAO concerned, other Joint Directors, Heads of Divisions, and Project Directors. In case of Joint Director (Research) the Director will have full powers
3.	Purchase of working stores, chemicals, tools, plant and equipment insecticides, fertilizers etc.	Rs. 5 lakhs in each case.
5.	Permission under conduct rules for acquisition of Movable/Immovable property	Full powers in respect of concerned CAO and all officers including those from the Divisions with pay-scale above Rs.12000-16500, except in case of himself. For the Joint Director (Research), the power will rest with the Director.
6.	Permission for treatment/Tests to CGHS beneficiary in CGHS recognized Private hospitals/centers on the advice of MO, Dispensary/ specialist of Govt. Hospitals	Full powers in respect of concerned CAO and all officers including those from the Divisions with pay scale above Rs. 12000-16500, except in case of himself. For the Joint Director (Research), the power will rest with the Director

**CHIEF ADMINISTRATIVE OFFICER**

<b>S.No.</b>	<b>Nature of Powers</b>	<b>Powers re-delegated</b>
1.	Grant of advances for purchase of conveyance	Full powers to sanction conveyance advances
2.	Grant of advances for purchase of Computer	Full powers to sanction Computer Advance
3	Grant of advance in connection with LTC and grant of Leave Travel Concession	Full powers for officers in the pay scale of Rs.10000-15200 and upto the scale of Rs. 12000-16500 (except for himself)
4.	Grant of temporary advances including special advances from provident fund including part Final withdrawal	Full power in respect of officers with pay scale of Rs. 10000-15200 and above and upto pay scale of Rs. 12000-16500 (except for himself)
5.	Counter Signature of TA/LTC/Medical reimbursement Bills	Full powers for officers in the pay scale of Rs.10000-15200 and upto the pay scale of Rs.12000-16500 (Except for himself)
6	Sanction of all medical reimbursement claims of CGHS beneficiaries for the treatment taken in a CGHS Dispensary /Govt. hospital and for treatment in emergency in CGHS recognized/ not recognized Private Hospital	Full powers except for himself in respect of sanction of all medical reimbursement claims without any limit for the treatment taken in a Govt. Hospital or with prior permission from CGHS recognized Private Hospital, each case/treatment and up to Rs.50000/- for treatment in emergency in a CGHS recognized private hospital as per instructions issued by the M/Health & Family Welfare.



7.	Sanction of medical reimbursement of Non-CGHS beneficiaries covered under CS(MA) Rules,1944	Full powers in respect of sanction of medical reimbursement claims for treatment taken in a Govt. Hospital and up to Rs. 25000/- for treatment taken in a private hospital/nursing home etc. as per CS (MA) Rules.
8.	Permission under Conduct Rules for acquisition of Movable/Immovable property	Full powers for officers in the pay scale of Rs.10000-15200 and up to the scale of Rs.12000-16500 including those posted in the Division (except for himself).
9.	Permission for treatment/Tests to CGHS beneficiary in CGHS recognized Private Hospitals/ Centres on the advice of MO, Dispensary / Specialist of Govt. Hospitals.	Full power for officers in the pay scale of Rs.10000-15200 and up to the scale of Rs.12000-16500 (except for himself).
10.	Payment of contribution at prescribed rates for CGHS beneficiaries / pensioners after they have deposited their share as per rules	Full Powers
11.	Sanction of OTA	Full Powers subject to maximum of ten days per person per month.
12.	Purchase of working stores, chemicals, tools, plant and equipment, insecticides, fertilizers etc.	Rs. 50,000/- in each case.
13.	sanction for reimbursement of cost of medicines purchased during the strike of chemists	Full powers

**SENIOR ADMINISTRATIVE OFFICER (ACCOUNTS)**

<b>S.No.</b>	<b>Nature of Powers</b>	<b>Powers re-delegated</b>
1.	Grant of advances for purchase of Bicycle	Full powers to sanction Bicycle advance.
2.	Grant of advance of Table Fan.	Full Powers to sanction advance for Table fan subject to the provisions of GFR 221-A
3.	Grant of advance in connection with festivals	Full powers subject to provisions of GFR 236 to 245
4.	Grant of temporary advances including special advances from provident fund, Part / Final withdrawal from provident Fund	Full powers except for himself and officers in the grade of Rs. 10000-15200 and above.
5.	Reimbursement of medical expenses of CGHS beneficiaries	Up to Rs. 25,000/-if the treatment has been taken in Govt. Hospital or with prior permission from CGHS recognized Private Hospitals, in each case /treatment.
6.	Grant of Leave Travel Concession and grant of advances in connection with LTC	Full powers in respect of all staff and officers upto the pay scale of Rs. 8000-13500.
7.	Counter Signature of TA/ LTC/ Medical reimbursement bills.	Full powers in respect of all staff and officers upto the pay scale of Rs.8000-13500
8.	Sanction of Tuition Fee	Full Powers
9.	Permission for treatment/tests to CGHS beneficiaries in CGHS recognized Hospitals/Centres on the advice of MO, Dispensary/specialist of Govt. Hospital	Full powers for Pensioner and staff and Officers in the grade upto Rs. 8000-13500 including those posted in the Division.
10.	Permission under Conduct Rules for acquisition of movable/immovable property.	Full powers in respect of staff and Officers up to the Grade of Rs.8000-13500 including those posted in the Division.

**SENIOR ADMINISTRATIVE OFFICER (WORKS)**

S.No.	Nature of Powers	Powers re-delegated
1.	Power to sanction ad-hoc advance from imprest for meeting emergency/ urgent requirements, which are not in stock.	Rs. 1000/- in each case subject to the conditions laid down in GFR in respect of adhoc advances.
2	Sanctioning Power for works to be executed at short notice before any celebration, visit of VVIP etc. based on available rates finalized through quotation/open tender and rate being not more than one year old.	Up to Rs. 50,000/-in each case subject to prior approval of the work by the Director.

**NOTE :** SAO (Works), Dte. to issue instruction to all Heads of the Divisions, Units / Regional Stations to verify and certify the civil works done in their respective division / unit before recommending bill for payment to the concerned agency.

**SENIOR ADMINISTRATIVE OFFICER (STORES)**

<b>S.N O.</b>	<b>Nature of Powers</b>	<b>Powers re-delegated</b>
1.	i) Cycle repairs. ii) Fixture & furniture repairs, including re-canning of chairs. iii) Freight charges iv) Demurrage / wharf age charges v) Hire of office furniture, electric fans, heaters, table vi) Printing and Binding.	Full Powers Rs. 5000/-in each case. Rs. 3000/-in each case Rs. 1000/-in each case subject to conditions as at present. Upto Rs. 5000/- in each case. Up to Rs.5000/- in each case
2	Purchase of books, periodicals, official publications.	Rs. 3000/- Per Annum
3	Conveyance hire.	Same as present i.e. To the extent mentioned in Col.4 against item 3 of Schedule V of DFP Rules 1958 (item 3 of Ann. to Schedule V DFP Rules 1958).
4	(a) Maintenance and up keep of Motor vehicles for petty repairs & other Misc. Exp. From unauthorized dealers.	Rs.1000/-for each vehicle for each case from unauthorized dealers, only in case of emergency.
5	Local purchase of Stationery stores.	Rs. 1000/- in each case for central office only
6	Local purchase of rubber stamps and office seals .	Full Powers.



7	Purchase of working stores, chemicals, tools, plant and equipment, insecticides, fertilizers etc.	Rs.20,000/- in each case for central office only.
8	Supply of uniforms badges and other articles of clothing etc. and washing allowances.	Rs. 3000/- Per Annum subject to the present conditions
9	Repair of (a) Typewriters, calculating machines.  (b) Repair of Computers	Repairs with in the limit laid down by Govt. and Council.  Rs. 1000/- in each case
10	Sanction of adhoc advance for authorized items of expenditure.	Rs. 10,000/- in each case subject to the condition laid down in GFR in respect of advances

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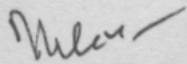
No. 10-2/2002-IMC

Dt: 12 / 11/2002

CIRCULAR

SUBJECT : Re-delegation of powers to Heads of Divisions  
*and* Heads of Regional Stations

In super session of all previous circular / notification on the above subject, a copy of powers re-delegated by the Director, IARI to Heads of Divisions and Heads of Regional Stations is forwarded for kind information and necessary action.

  
(R.K. GAUR)  
Admn. Officer (IMC)

**Distribution :**

1. All Heads of Divisions
2. All Heads / Office Incharge of Regional Stations
4. SO to Director, IARI and all Joint Directors / CFAO
5. SAO (P-I) / P-V / P-II / III

**Re-delegation of powers by Director, IARI to Heads of Divisions and Head/In-charge of Regional Stations**

S.No.	Nature of power	Powers delegated
1.	Electricity, Gas & Water chargers.	Full
2.	Fixtures & Furniture purchase & repairs.	Rs. 10000/- in each case with maximum of Rs. 25000/- per year
3.	a) Freight Charges b) Demurrage / Wharfage charges	Full Rs. 5000/- in each case. (Intimation with justification to be sent to Stores Branch of Dte. for consolidate record)
4.	Maintenance upkeep and repairs of motor vehicles	Full
5.	Municipal or cantonment rates and taxes	Full
6.	Execution of petty works and special repairs to buildings owned by the Instt. including sanitary fittings, water supply and electric installation in such buildings and repairs to such installations.	Rs. 25,000/- in each case
7.	Printing and Binding etc. a) Binding b) Printing	{Rs. 30,000/- per annum { in combined head }
8.	Purchase of books, periodicals official publications.	Rs. 20,000/- per annum (Full power to JD (Edn.))
9.	Repairs to plant & Machinery, equipments, tractors, pumping set, sea/river crafts etc.	Full
10.	Local purchase of stationery stores : a) Div. of SST, Agril. Physics, Horticulture & Fruit Tech. / Nematology / Veg. Crops/ Agril. Chemicals, Research Stations other than Karnal b) Agril. Engg. / SSAC/ NRL/ Floriculture & Land Scaping / RS - Karnal / BTC/ Bio-Chemistry c) WTC, Microbiology / Entomology / Plant Physiology d) Plant Pathology e) Agril. Economics / Agronomy f) Genetics / Agril. Extn. g) Divisions whose names have not been mentioned above	Rs. 15000/- per annum  Rs. 20,000/ per annum  Rs. 25,000/- per annum  Rs. 30,000/- per annum Rs. 35,000/- per annum Rs. 55,000/- per annum Rs. 15,000/- per annum
11.	Purchase of working stores chemicals, tools, glass wares, plant, equipment, insecticides fertilizer including consumables for research work	Rs. 50,000/- in each case

12.	Purchase of a) typewriters, calculating machines b) duplicating machines.	Rs. 10,000/- in each case Rs. 30,000/- in each case
13.	Payment of telephone charges in r/o Telephone provided with Director's approval.	Full
14.	a) Write off losses  b) Declaration of unserviceable surplus obsolete store and disposal thereof	The case reported to the Director with preliminary investigation report, copy of FIR etc. for fault i.e. as the power can not be re-delegated as per Council's guidelines. Rs. 50,000/- in each case through public auction
15.	Investigation of arrear claims (Rule 82 to 88 of GFR)	Upto 3 years of its becoming due
16.	Extension of number of instalments upto 25 for repayment of cycle advance.	Full
17.	Grant of advance to eligible staff for purchases of warm clothing and table fan	Full
18.	Grant of advance of pay and T.A. on transfer	Full
19.	Grant of advance in connection with leave travel concession	Full
20.	a) To sanction tour programme and counter signed of TA bills b) Grant of advances in connection with tour	Full (except for himself) Full
21.	Grant of advance in connection with Festivals.	Full
22.	Grant of temporary advances including special advances from Provident Funds.	Full
23.	Sale of Farm produce	Full A report should be submitted to the Director at the end of season of quantities produced, disposed off and prices obtained.
24.	Power to fix rates of seeds plants and other products of the Institutes.	Full The fixation of rates may be done on the recommendation of the price fixation committee. The Committee may take into account among other factors previous years rates, market rates etc. and general or special orders, if any issued by GOI/CAR/Director



25.	Power to sanction tour to the officers invited to attend symposium/ Workshop organized by ICAR/IARI	Full power (except for himself)
26.	Repairs of typewriters	Full
27.	Postage / Courier / Fax / Telegram	Full
28.	Purchase of articles of liveries : a) Stitching of Uniforms b) Procurement of material	Full Full
29.	To sanction advances to Instt. Employees in connection with National calamities on the scale decided by the Govt. for its employees.	Full
30.	Power to sanction / grant : a) C.L b) E.L. c) Maternity leave d) Hospital leave e) H.P.L., Commuted leave, ML and leave without pay within the country f) Power to accept a medical certificate signed by any RMP as evidence of the fitness of an employee of non-gazetted status g) Power to require a medical certificate of fitness before return from leave g) Power to extend leave	Full (except for himself) Full (except for himself) Full (except for himself) Full (except for himself) Full (except for himself) Full Full Full
31.	Purchase and repair of bicycles.	Full
32.	Purchase of rubber stamps and office seals	Full
33.	Service contracts with suppliers of equipment / other reputed firms	Full
34.	To sanction re-imbusement of cancellation charges on unused railway tickets where cancellation has to be done in Instt. 's interest.	Full
35.	Grant of special casual leave.	Full
36.	Purchase of tyre, tubes and necessary accessories for vehicles and tractors / spare parts	Full
37.	To sanction the children's education allowance	Full

38.	a) Ad-hoc withdrawal of funds for making purchases. b) Power to draw advance to make payment against delivery by cheque/DD c) Advance payment to Govt. Deptt./Public Undertaking	Rs. 5000/- Rs. 50,000/- Full
39.	Payment of overtime allowance.	Eligible staff including vehicle drivers on working days and to the extent of not more than 3 hrs. on a day and not more than 10 days in a month
40.	Re-imbursement of medical expenses as admissible to CGHS	Rs. 10,000/- in each case (All cases requiring relaxation of the rules will however be dealt by PCAS, Dte.)
41.	Advance payment to firms for Rate Contract for Maintenance of Equipments etc.	Govt. Deptt and Undertakings - Full
42.	Reimbursement of expenditure for the purchase of news paper / Magazine at the residences of officers in the pay scale of Rs. 6500-10500/- and above	Full as per rules
43.	Financial powers for sanctioning the Custom Duty payable and drawl of adhoc advance for this purpose	Sanctioning the 5% custom duty payable and drawl of adhoc advance for the purpose
45.	Power to restrict the frequency and duration of journey	Full
46.	Maintenance of computer and the computer laboratory	Upto Rs. 25000/- p.a. including cost of stores and other material required for maintenance
47.	To engage SSG/Group D employee already working the Dte/Div/RS/ Unit for driving office vehicles including Tractor/ Power Tiller	Full to the extent of number of vehicles/ Tractor in working order in absence of regular driver (s) having retired or absent on leave etc. Engagement to be made on basis of recommendation of a Committee after trade test of the already serving IARI SSG employee having appropriate valid driving license. Remuneration / honorarium to be paid as per GOI/ICAR rates / orders (presently Rs. 4/- per day). A copy of orders of such engagements may be endorsed to P-V Section, Dte for records.
48.	Grant of increments / incentives for promoting small family norms	Full

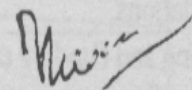
These re-delegation of powers in subject to terms and conditions that (i) sanction shall not be accorded in favour or self (ii) availability of funds under appropriate head and sanctioned budget (iii) fulfilment of prescribed procedures, terms and conditions laid down under GFR, Delegation of Financial Power Rules, ICAR Audit Manual /FRSR and other rules / orders/ instructions issued by GOI/ICAR/Director, IARI from time to time. (iv) availability of funds (iv) observance of economy instructions and restrictions imposed /issued by GOI/ICAR and time to time. (v) In respect of purchases to be made under Plan for equipments, computer, photocopier etc., it has to be ensured before sanction that items concerned is approved in the Plan EFC Memo by the Council.

# INDIAN AGRICULTURAL RESEARCH INSTITUTE NEW DELHI- 12

NO.10-2 / 2002 - IMC

Dated: 13/2/2003

A copy of powers re-delegated by the Director, IARI to the Incharge of Units of IARI is sent herewith for information and necessary action.



(R.K. Gaur)  
Admn. Officer (IMC)

## Distribution :

1. Incharge of various Units
2. SO to Director
3. All Joint Directors
4. CAo / CFAO / All FAOs/AFAOs/All Persl. Sections

**Re-delegation of powers by Director, IARI to Incharge of Units**

S.No.	Nature of power	Powers delegated
1.	Electricity, Gas & Water chargers.	Full
2.	Fixtures & Furniture purchase & repairs.	Rs. 10000/- in each case with maximum of Rs. 25000/- per year
3.	a) Freight Charges b) Demurrage / Wharfage charges	Full Rs. 5000/- in each case. (Intimation with justification to be sent to Stores Branch of Dte. for consolidate record)
4.	Maintenance upkeep and repairs of motor vehicles	Full
5.	Municipal or cantonment rates and taxes	Full
P6.	Execution of petty works and special repairs to buildings owned by the Instt. including sanitary fittings, water supply and electric installation in such buildings and repairs to such installations.	Rs. 20,000/- in each case
7.	Printing and Binding etc. a) Binding b) Printing	{Rs. 30,000/- per annum { in combined head }
8.	Purchase of books, periodicals official publications.	Rs. 20,000/- per annum (Full power to JD (Edn.))
9.	Repairs to plant & Machinery, equipments, tractors, pumping set, sea/river crafts etc.	Full
10.	Local purchase of stationery items	Rs. 15000/- per annum
11.	Purchase of working stores chemicals, tools, glass wares, plant, equipment, insecticides fertilizer including consumables for research work	Rs. 25,000/- in each case
12.	Purchase of a) typewriters, calculating machines b) duplicating machines.	Rs. 10,000/- in each case Rs. 30,000/- in each case
13.	Payment of telephone charges in r/o Telephone provided with Director's approval.	Full
14.	a) Write off losses  b) Declaration of unserviceable surplus obsolete store and disposal thereof	The case reported to the Director with preliminary investigation report, copy of FIR etc. for fault i.e. as the power can not be re-delegated as per Council's guidelines. Rs. 50,000/- in each case through public auction



15.	Investigation of arrear claims (Rule 82 to 88 of GFR)	* Upto 3 years of its becoming due
16.	Extension of number of instalments upto 25 for repayment of cycle advance	Full
17.	Grant of advance to eligible staff for purchases of warm clothing and table fan	Full
18.	Grant of advance of pay and T.A. on transfer	Full
19.	Grant of advance in connection with leave travel concession	Full
20.	a) To sanction tour programme and counter signed of TA bills b) Grant of advances in connection with tour	Full (except for himself) Full
21.	Grant of advance in connection with Festivals.	Full
22.	Grant of temporary advances including special advances from Provident Funds.	Full
23.	Sale of Farm produce	Full A report should be submitted to the Director at the end of season of quantities produced, disposed off and prices obtained.
24.	Power to fix rates of seeds plants and other products of the Institutes.	Full The fixation of rates may be done on the recommendation of the price fixation committee. The Committee may take into account among other factors previous years rates, market rates etc. and general or special orders, if any issued by GOI/ICAR/Director
25.	Power to sanction tour to the officers invited to attend symposium/ Workshop organized by ICAR/IARI	Full power (except for himself)
26.	Repairs of typewriters	Full
27.	Postage / Courier / Fax / Telegram	Full
28.	Purchase of articles of liveries : a) Stitching of Uniforms b) Procurement of material	Full Full

29.	To sanction advances to Instt. Employees in connection with National calamities on the scale decided by the Govt. for its employees	Full
30.	Power to sanction / grant : a) C.L. b) E.L. c) Maternity leave d) Hospital leave e) H.P.L., Commuted leave, ML and leave without pay within the country f) Power to accept a medical certificate signed by any RMP as evidence of the fitness of an employee of non-gazetted status g) Power to require a medical certificate of fitness before return from leave g) Power to extend leave	Full (except for himself) Full (except for himself) Full (except for himself) Full (except for himself) Full (except for himself) Full Full Full
31.	Purchase and repair of bicycles.	Full
32.	Purchase of rubber stamps and office seals	Full
33.	Service contracts with suppliers of equipment / other reputed firms	Full
34.	To sanction re-imbusement of cancellation charges on unused railway tickets where cancellation has to be done in Instt. 's interest.	Full
35.	Grant of special casual leave.	Full
36.	Purchase of tyre, tubes and necessary accessories for vehicles and tractors / spare parts	Full
37.	To sanction the children's education allowance	Full
38.	a) Ad-hoc withdrawal of funds for making purchases. b) Power to draw advance to make payment against delivery by cheque/DD c) Advance payment to Govt. Deptt./Public Undertaking	Rs. 5000/- Rs. 50,000/- Full
39.	Payment of overtime allowance.	Eligible staff including vehicle drivers on working days and to the extent of not more than 3 hrs. on a day and not more than 10 days in a month

40.	Re-imbursment of medical expenses as admissible to CGHS	Rs. 10,000/- in each case (All cases requiring relaxation of the rules will however be dealt by PCAS, Dte.)
41.	Advance payment to firms for Rate Contract for Maintenance of Equipments etc.	Govt. Deptt and Undertakings - Full
42.	Reimbursement of expenditure for the purchase of news paper / Magazine at the residences of officers in the pay scale of Rs. 6500-10500/- and above	Full as per rules
43.	Financial powers for sanctioning the Custom Duty payable and drawl of adhoc advance for this purpose	Sanctioning the 5% custom duty payable and drawl of adhoc advance for the purpose
45.	Power to restrict the frequency and duration of journey	Full
46.	Maintenance of computer and the computer laboratory	Upto Rs. 25000/- p.a. including cost of stores and other material required for maintenance
47.	To engage SSG/Group D employee already working the Dte/Div/RS/ Unit for driving office vehicles including Tractor/ Power Tiller	Full to the extent of number of vehicles/ Tractor in working order in absence of regular driver (s) having retired or absent on leave etc. Engagement to be made on basis of recommendation of a Committee after trade test of the already serving IARI SSG employee having appropriate valid driving license. Remuneration / honorarium to be paid as per GOI/CAR rates / orders (presently Rs. 4/- per day). A copy of orders of such engagements may be endorsed to P-V Section, Dte for records.
48.	Grant of increments / incentives for promoting small family norms	Full

These re-delegation of powers in subject to terms and conditions that (i) sanction shall not be accorded in favour or self (ii) availability of funds under appropriate head and sanctioned budget (iii) fulfilment of prescribed procedures, terms and conditions laid down under GFR, Delegation of Financial Power Rules, ICAR Audit Manual /FRSR and other rules / orders/ instructions issued by GOI/CAR/Director, IARI from time to time. (iv) availability of funds (iv) observance of economy instructions and restrictions imposed /issued by GOI/CAR and time to time. (v) In respect of purchases to be made under Plan for equipments, computer, photocopier etc., it has to be ensured before sanction that items concerned is approved in the Plan EFC Memo by the Council.

**INDIAN AGRICULTURAL RESEARCH INSTITUTE  
NEW DELHI - 110 012**

No. 10-2/2002-IMC

Dt : 3 /8/2005

**OFFICE ORDER**

In continuation of this office circular of even number dated 12.11.2002, the Director, IARI is pleased to enhance/re-delegate the following powers to Head of the Divisions and Heads of Regional Stations with immediate effect and until further orders.

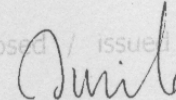
S.No.	Nature of power	Power enhanced/re delegated
1	Purchase of working stores chemicals, tools, glass wares, equipment, insecticides fertilizer including consumables for research work. (Under serial number 11 of OO dated 12/11/02)	Rs. 1 Lakh in each case.
2	<p><b>(a)</b> Power for the sanctioning of GPF withdrawal under Rule 15(i) (A) and 15 (i) (C) in respect of staff under their control</p> <p><b>(b)</b> Power for sanctioning of GPF withdrawal under Rule 15(i) (B) in respect of staff under their control</p>	<p>Full</p> <p>Subject to the condition that the complete proposals with all the necessary documents will be sent to the Dte. for seeking prior permission of the competent authority</p>

All the powers re- delegated vide office order dated 12/11/2002 and above are subject to the terms and conditions that :

- a) Sanction shall not be accorded in favour of self
- b) Availability of funds under appropriate head under sanctioned budget.



- c) Fulfilment of prescribed procedures, terms and conditions laid down under GFR, delegation of financial power rules, ICAR Audit Manual/FRSR and other rules/instructions/orders issued by GOI/ICAR/Director, IARI from time to time.
- d) Observance of economy instructions and restrictions imposed / issued by GOI/ICAR from time to time.
- e) In respect of purchases to be made under PLAN for equipments/photocopier, Computer etc. it has to be ensured before sanction that the items concerned are approved in the EFC Memo by the Council.
- f) The power so re -delegated will be applicable in cases where the powers have not been re- delegated to the Head of Division in respect of the employees working in his respective division vide office order No: 10-2/2000-IMC dated 12.11.2002
- g) These powers should not be further re-delegated to others officers by the Head of the Divisions or Heads of Regional Station.
- d) Observance of economy instructions and restrictions imposed / issued by GOI/ICAR from time to time.
- e) In respect of purchases to be made under PLAN for equipments/photocopier, Computer etc. it has to be ensured before sanction that the items concerned are approved in the EFC Memo by the Council.



(Sunita Sharma)  
Administrative Officer(IMC)

**Distribution:**

- 1 All Heads of Divisions
- 2 All Heads/Office In-charge of Regional Stations
- 3 SO to Director, IARI and all Joint Directors/CF&AO/Chief Admn. Officer
- 4 SAO-P-I/P-II/P-III/P-V
- 5 SAO-PC&AS/Works