

No. MoES/52/12/2016-IFD
Government of India
Ministry of Earth Sciences
(Integrated Finance Division)

New Delhi-110003,
Dated 04.02.2020

ORDER

Sub: Streamlining of Delegation of Administrative/Financial Powers in IFD/MoES – regarding.

In supersession of this Division Office Order No. MoES/IFD/52/12/2016 dated 4/4/2019 and any earlier Orders issued in MoES in the matter of delegations of Financial powers to IFD and Programme Heads in exercise of powers vested in this Ministry vide Rule 13(2) of the Delegation of Financial Powers Rules 1978, as amended from time to time and in order to facilitate the smooth execution of ongoing projects, timely sanction of the new projects and release of funds for other activities it has been decided to delegate powers to officers with regard to sanctioned Schemes/Programmes and other activities of MoES for Administrative approval and financial concurrence as under with immediate effect:

2. (a) Approval of Secretary, MoES is to be obtained mandatorily on the minutes/recommendations of every meeting of PAMC/ESTC/Apex Committee and all relevant Committees etc. irrespective of financial implication.
 - (b) All those cases which part of any Committee are not, will require Administrative approval of Secretary, MoES irrespective of financial implication, if these cases involve financial outgo.
 - (c) All proposals requiring financial concurrence of IFD should be submitted with the approval of the Adviser/ Head of the concerned Division.
 - (d) Approval of Secretary, MoES is to be obtained mandatorily on all the proposals after concurrence by IFD where 'in principle' approval of Secretary, MoES has already been obtained.
3. Administrative approval for New Projects:
 - (a) Powers to accord Administrative approvals under the already approved plan Programmes/Schemes with a financial implication up to Rs.40.00 Lakh in individual cases is delegated to programme Heads subject to availability of funds within the approved budgetary provisions.

(b) Any proposal having financial implications in excess of Rs. 40.00 Lakh will require in Principle Administrative approval of Secretary, MoES before it is referred to IFD.

4. Ongoing proposals:

(a) All cases of extension of projects period up to 6 months within sanctioned cost can be done by the Head of the concerned Programme Division. However, all cases of extension involving additional costs and extension beyond six months of initial extension as mentioned above, even without additional costs, shall be submitted for concurrence of AS&FA and approval of Secretary, MoES.

(b) Programme Divisional Heads are also authorized to approve the following cases:

(i) Carry forward of unspent balance under the same budget head of the approved budget Head of the individual projects.

(ii) Change of equipment costing up to Rs.2.00 lakh without any additional financial implications up to 2nd year of the project.

(iii) Change of PI subject to proper due diligence and approval/ recommendation by the TEC/PAMC/Apex Committees / relevant Project Related Committees etc.

(iv) To accord all cases from 2nd year releases up to Rs. 10.00 lakhs for ongoing projects involving total budget allocation up to Rs. 50.00 lakhs. However, final release and final settlement of the project will be only with the concurrence of the IFD. Individual project exceeding total cost/budget of Rs. 50.00 lakhs (irrespective of amount to the released) will invariably be sent to IFD for concurrence.

(c) The projects/cases where Programme Division Heads have been specifically delegated with the powers as mentioned in para 4 (a) & (b) above should not be sent to IFD/Secretary, MoES, and no IFD diary number will require for the same. They may mention that the Sanction Order etc. is issued under the Financial Powers delegated under this order.

(d) Financial Powers up to Rs. 10.00 lakhs for payment of wages to all contractual staff from 2nd release is delegated to Director/Deputy Secretary (GA).

5. The delegated powers in IFD will be as under:

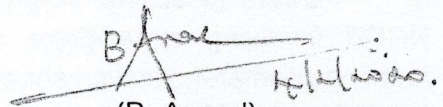
S.No.	Items of Expenditure	Financial Limit (on each case or occasion as the case may be) (Rs. in Lakh)	
		US(IFD)	DS/Dir (IFD)
1.	Release for ongoing projects under various schemes/Programme after 1 st year release.	15.00	25.00
2.	(a) Expenses connected to holding meetings of MoES TF/EC/PAMC meeting and drawl of advance therefore.	5.00	10.00 (including 'J' class Airfare)
	(b) Conference, Seminars, Symposium, Workshop, Exhibition etc related to MoES and drawl of advance therefore.	3.00	5.00
	(c) Expenses connected to holding domestic meetings/conferences/workshops/seminars etc. in r/o IMD, NCMRW, NCS, NCCR and CMLRE.	7.00	10.00
3.	Increase in project cost due to revision in manpower cost based on DST/Institutional and other approved guidelines	Nil	15.00 (with the approval of Secy MoES)
4.	General Admn. Division's proposal for 1 st release for payment of wages to all contractual staff	5.00	10.00
5.	Registration fee for abstracts/application submitted both domestic and abroad	Nil	5.00
6.	Training Courses being imparted by Govt./Govt., approved Institutes	1.00	3.00
7.	Any General expenditure including hiring of vehicles, Misc., and contingent expenditure	4.00	5.00
8.	GA Division's tender proposals after selection of L1	Nil	10.00

6. Powers to accord all proposals of IMD, NCMRWF, NCS, CMLRE and NCCR involving expenditure up to Rs. 5.00 lakhs for holding domestic meetings/conferences/workshops/seminars etc. is delegated to the Head/Director of the concerned Institute/Department in consultation with the Finance Officer. Proposals involving more than Rs. 5.00 Lakhs will require 'in principle' Administrative approval of Secretary, MoES before it is referred to IFD. However, all proposals involving expenditure for holding International meetings/conferences/workshops/seminars etc. irrespective of its amount is to be referred to IFD with 'in principle' approval of the Secretary, MoES. The rest of the conditions as specified under Ministry of Finance, Department of

Expenditure's OM No. 19(36)/E.Coord/2018, dated 30/5/2018 should strictly be adhered to.

7. Proposal involving expenditure on the above items more than the limit prescribed above or not covered under the above provisions will be submitted to AS&FA, MoES for his concurrence.
8. These delegated powers shall be exercised keeping in view of correctness, regularity and propriety of the expenditure proposed in terms of the delegation of financial power Rules (DFPR) and powers described in the Ministry of Finance, Department of Expenditure OM No. 24(35)/PF-II/2012 dated 05/8/2016 and DoE's OM No. 19(36)/E.Coord/2018, dated 30/5/2018 (as amended from time to time) subject to availability of funds and as per the phasing of the projects/Schemes, within the approved ceilings in the appropriate heads of accounts.
9. The exercise of above delegation of power will be subject to the GFR/DFPR and other relevant rules, instructions including the Economy Instructions issued by the Government of India from time to time.
10. IFD will vet only those draft Sanction Orders for which the amount has been concurred by IFD.
11. All the powers delegated to Head of Organizations would be exercised in consultation with Finance Officer of the organization. APAR of Finance Officers from Administrative Category would be written by AS & FA while in case of FO being a Scientist, APAR would be written by Head of Organization/Director.

This issues with the approval of Secretary, MoES and comes into effect immediately.


(B. Anand)

Additional Secretary & Financial Advisor

To

1. All Programme Heads, MoES
2. All Directors/DSs/USs, MoES

Copy for information to:

1. PPS to Secretary/Sr.PPS to AS&FAP/PS to JS (Estt.), MoES
2. Chief controller of Accounts, Ministry of Earth Sciences
3. Pay and Accounts Officers, MoES
4. All Sections/Units, MoES
5. NIC for uploading the order on this Department's website