

ANNEXURE—14

SCHEDULE OF POWERS DELEGATED TO THE RESEARCH ENGINEER, ALL INDIA RADIO

Sl. No.	Nature of Power	Extent of Power Delegated	Authority
I. ADMINISTRATIVE POWERS			
1	Grant of Casual Leave.	Power to grant Casual leave to all Gazetted Officers and non-Gazetted Officers under his administrative control.	Ministry of I&B letter No. 6/9/75-B(P) (i) dated 21-6-76.
2	Grant of leave other than special Disability Leave.	Power to grant leave other than special disability leave under the rules applicable in each case: (i) to all categories of staff for whom he is the appointing authority and to engage substitutes in their places; and (ii) to all other Gazetted and non-Gazetted staff under his administrative control where no substitutes are required.	-do-
II. FINANCIAL POWERS			
1.	Zinc Blocks for the Printing of Ionospheric Data	Power to sanction expenditure on the preparation of zinc blocks for the printing of the monthly ionospheric data at rates approved by the Controller of Printing and Stationery.	Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60.
2	Powers for incurring contingent expenditure (<i>vide</i> note in schedule V of DFP Rules 1958)	Recurring : Rs. 100 in each case. Non-recurring : Rs. 500 in each case.	Min. of Finance (Deptt. of Expenditure) O.M. No. F.10(13)-E(Coord)/75 dated 10-4-75.

Sl. No.	Nature of Power	Extent of Power Delegated	Authority
3	Purchase and Repairs of Stores.	Power to incur expenditure upto a limit of Rs. 2,000 on each occasion on the purchase and repairs of electric apparatus and stores, engineering stores required for the operation and maintenance, books, newspapers, periodicals and musical plays, and other stores required for office purpose.	Ministry of I&B letter No. 6/9/75-B(P) (ii) dated 21-6-76.
4	Execution of petty works and repairs departmentally.	Power to execute departmentally works and repairs costing not more than :— (i) Rs. 2,000 in each case for building owned by AIR, subject to the observance of paras 137 and 141 to 142 of GFR; and (ii) Rs. 2,000 per annum non-recurring in the case of hired and requisitioned buildings provided such expenditure may be incurred only if the landlord refuses to meet the charges himself and when the building is released, Government should have the right to remove any installation or material added to the building.	Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60.
5	Liveries	Power to sanction the supply of liveries to Class III and IV staff under their administrative control according to the scales sanctioned by the Government from time to time.	Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60.
6	Purchase and repairs of furniture.	Power to sanction Purchase and repairs of furniture upto a limit of Rs. 5,000 p.a. per office. The exercise of this power shall be subject to such conditions and scales as may be prescribed by Ministry of WH&S.	Ministry of I&B letter No. 6/9/75-B(P) (ii) dated 21-6-76.
7	Hire of Furniture.	Power to sanction the hire of furniture upto a limit of Rs. 100 per month in any one case provided hiring is manifestly preferable to the purchase of such furniture.	Min of I&B letter No. 12(15)/58-B(M) dated 19-12-60.

Min. of I&B letter No. 6/9/75-B(P) (ii) dated 21-6-76.

Power to sanction local purchase of stationery articles as are ordinarily supplied by the Govt. Stationery Depot upto Rs. 5,000/- per annum subject to the conditions laid down by Govt. from time to time provided that such purchase is unavoidable and is in the public interest and also subject to instructions contained in the "Rules for supply & use of Stationery Stores". The powers do not extend to the purchase of paper for printing except with the prior concurrence of CCP&S.

Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60.

Power to sanction expenditure on entertainment of distinguished visitors and the press upto Rs. 25 p.m.

9 Entertainment.

NOTE :—The above powers are subject to the condition that expenditure on tea, dinner, etc. will not exceed the following limits :—

Min. of I&B letter No. 12(21)/60-B(M) dated 7-8-61.

Tea or reception : Lunch or dinner:

Rs. 2.75 per head. Rs. 7.50 per head.

Ministry of I&B letter No. 6/9/75-B(P) (ii) dated 21-6-76.

Full powers on maintenance of motor vehicles including expenditure on repairs, spray painting, petrol, oil and grease, tyres, tubes and accessories stocking of spares etc.

10 Repairs to motor Vehicles.

Upto Rs. 250 in each case.

11 Demurrage Charges.

Power to sanction expenditure on hiring of transport for conveyance of office equipment up to Rs. 250/- in each case and other stores upto Rs. 250/- per day subject to the monthly limit of Rs. 1,000/- (inclusive of Agent's Commission, Municipal Charges etc.) provided there is no government transport belonging to All India Radio available for the purpose.

12 Hiring of Transport for conveyance of stores.

Ministry of I&B letter No. 12(15)58-B(M) dated 19-12-60.

Power to grant advance of TA on tour and pay and TA on transfer to temporary staff of his office subject to the condition that the advance is granted in case of absolute necessity with undertaking and risk, subject to the production of adequate security.

13 Grant of advance of Pay and T.A.

Sl. No.	Nature of Power	Extent of Power Delegated	Authority
14	Write off/strike off from stock books, gramophone records, furniture etc.	(i) Power to declare items as unserviceable and strike off from stock books, gramophone records, furniture and other stores which have become unserviceable due to normal wear and tear upto a limit of Rs. 10,000 in each case. (ii) Power to write off from stock books, gramophone records and furniture etc, which have become unserviceable due to other causes, before the expiry of normal life upto a limit of Rs. 100 in each case. (iii) Power to sanction write off of losses on stores etc. due to theft, fraud, or negligence of individuals upto a limit of Rs. 100 in each case. Full powers.	Min. of I&B letter No. 12(15)/58-B(M) dated 24-11-61 and Corr. No. 12(15)/58-B(M) dated 8/12-11-63. Min. of I&B letter No. 12(15)/58-B(M) dated 24-11-61 and Corr. No. 12(15)/58-B(M) dated 8/12-11-63. -do-
15	Electric, gas and water charges.	Full powers.	Min. of I&B letter No. 6/9/75-B(P) (ii) 21-6-76.
16	Employment of contingent paid staff.	-do-	Min. of I&B letter No. 12(9)/62-B(M) dated 10-7-62.
17	Freight charges other than air lifting of stores.	Full powers.	Min. of I&B letter No. 6/9/75-B(P) (ii) dated 21-6-76.
18	Advertisement charges	Power to sanction expenditure on advertisements upto Rs. 500 in each case.	Min. of I&B letter No. 25(29)/65-B(A) dated 6-8-65.
19	Postal and Telegraph Charges. Charges for issue of letters, telegrams etc.	Full powers, subject to general conditions laid down in the Delegation of Financial Powers Rules, 1958.	Min. of I&B letter No. 6/9/75 B(P) (ii) dated 21-6-76.
20	Printing charges.	Power to get the emergent and unforeseen petty printing jobs executed locally through private agencies upto a limit of Rs 300 in each case in respect of pamphlets etc. The rates need not be got approved by the Chief Controller, Printing and Stationery.	Min of I&B letter No. 25/44/65-B(A) dated 29-7-66

- 21 Purchase and repairs of Bicycles. Full Powers. subject to conditions laid down in D.F.P. Rules 1958. Min. of I & B letter No. 6/9/75-B(P) (ii) dated 21-6-76.
- 22 Grants in aid. Full Powers to Heads of All India Radio Stations/Offices located at places other than Delhi/New Delhi to sanction recurring grants-in-aid for the provision of the amenities, to their recreation Clubs, on terms and conditions stipulated in Min. of H.A.O.M. No. 2/169/59-Welfare dated 10-3-1961 as also such other general orders as have been or may in future be issued from time to time on the subject. The Powers are also subject to conditions that funds are available within the sanctioned budget grant. Min. of I & B letter No. B-11017/61/72-WL, dated 17-2-75.
- 23 Subsidy to departmental/Co-operative Canteen and Tiffin Rooms. Full powers to sanction subsidy to departmental/cooperative Canteen and Tiffin Rooms as envisaged in Para 3(ii) of the Min. of H.A.O.M. No. 7/1/62-VII dated 28-12-1962 and such general orders as have been and may be issued from time to time on the subject. The powers are subject to the conditions that funds are available within the sanctioned budget grant. Min. of I & B letter No. B.11017/61/72-WL dated 17-2-75.
- NOTE: The power to sanction interest free loans referred to in the O.M. dated 28-12-1962 and grants to cover the cost of suitable initial equipment referred to in the Cabinet Secretariat (Department of Personnel and Administrative Reforms) O.M. No. 6/39/69-Welfare dated 10-12-1971 will, however, continue to be exercised only by DG, AIR.
- 24 Expenditure on Computer Charges. Upto Rs. 1500 in each case. Min. of I & B letter No. 6/9/73-B(P) dated 24-10-73.
- 25 Miscellaneous expenditure. Recurring. (i) Rs. 750 p.a. in each case. Non-Recurring. (ii) Rs. 2,000 - in each case. Ministry of I & B letter No. 6/9/75-B(P) (ii) dated 21-6-76.

Sl. No.	Nature of Power	Extent of Power Delegated	Authority
26	(a) Purchase of typewriters. (b) Repairs to typewriters.	Full powers. Power to sanction expenditure on servicing and repairs to typewriters upto Rs. 200 per machine per annum and full power in respect of replacement of parts. The expenditure on the purchase, hire upkeep of and repairs to such machines shall be incurred subject to general or special orders issued in this behalf.	Min. of I&B letter No. 6/9/75-B(P) (ii) dated 21-6-76. -do-
27	Stationery.	Full power to obtain stationery on payment from the Central Stationery Office, Calcutta, subject to the general or special instructions contained in the "Rules for the Supply and use of Stationery Stores", and other instructions issued from time to time.	-do-
28	Municipal rates and taxes.	Full power to sanction recurring payment of municipal rates and taxes. The expenditure shall be incurred in accordance with the Rules for the payment of Municipal Rates and Taxes on Buildings.	-do-
29	Local purchase of rubber stamps and office seals.	Rs. 25 per annum, subject to a limit of Rs. 10 at a time.	-do-
30	Shifting of Residential tele-phones.	Full powers provided that it shall not be shifted to the residence of any officer who is not entitled to residential telephones.	-do-