

ANNEXURE—15
SCHEDULE OF POWERS DELEGATED TO THE REGIONAL ENGINEERS, 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 gazetted and non-gazetted staff subordinate to them subject to the usual limit.	Min. of I&B letter No. 12(15)/58-B(M)-1, dated 28-3-60.
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 they are the appointing authority and to engage substitute in their places and (ii) to all other gazetted and non-gazetted staff under their administrative control where no substitutes are required.	-do-
3	Transfers.	Full power to transfer: (i) Ministerial staff from one project to another within the same region. (ii) Maintenance and Projects staff below the rank of S.E.-A. within the same region.	Min. of I&B letter No. 6/3/76-B(P) dated 3-6-76.
4	Grant of Casual Leave to Engineering Heads of Stations.	Full power to grant casual leave to Heads of Stations under his administrative control subject to usual limits and to permit them to leave their headquarters.	Ministry of I&B letter No. 6/3/76-B(P) dated 3-6-76.
II. FINANCIAL POWERS			
1	Power to enter into the lease of sites for erection of poles for masts and stays for R/Cs	Power to enter into the lease of sites for a period not exceeding 10 years for erection of poles for masts and stays for the receiving centres and transmitters provided that the rent of the site for	Min. of I&B letter No. 13/2/65-D(B&A) dated 28-2-68.

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	and Transmitters.	each mast and stay does not exceed Rs. 5 per mast or stay per year.	Min. of I&B letter No. 13/2/65-D (B&A) dated 28-2-68.
2	Compensation for cutting trees.	Power to sanction compensation for cutting trees upto a limit of Rs. 100 in each case subject to a maximum of Rs. 300 per annum.	-do-
3	Administrative approval and expenditure sanction for Works.	Power to sanction expenditure upto a limit of Rs. 500 (excluding departmental charges) on additions and alterations to AIR buildings including electrical installations in each case.	Min. of I&B letter No. 12(15)/58-B(M)-II, dated 28-3-60 and corr. No. 12/2/61-B(M) dated 11-2-64.
		NOTE:—Where structural alterations are the responsibility of the landlords in accordance with the terms of their lease recovery should be effected from the landlord.	
4	Technical sanctions.	Power to sanction technical sanction upto a limit of Rs. 20,000 in each case.	Min. of I&B letter No. 12(15)/58-B(M)-I, dated 28-3-60.
5	Acceptance of Tenders for Works.	The Regional Engineer may accept tenders for execution of work through contractors upto a limit of Rs. 2,000 in each case.	-do-
6	Petty works on Work Order.	Power to let out petty works upto Rs. 500 without calling for tenders.	-do-
7	Diversion of Savings.	Power to divert savings upto a limit of Rs. 2,500 from 'A-1 Works' to 'A-2 Equipment' in a sanction to a project and vice-versa provided that provision under contingency is not diverted to a new work.	-do-
8	Execution of petty works and repairs departmentally.	Power to execute departmentally works and repairs costing not more than:	Min. of I&B letter No. 12(15)/58-B(M)—dated 19-12-60.

- (i) Rs. 500 in each case for building owned by AIR subject to the observance of paras 189 and 192 to 195 of GFRs; and
- (ii) Rs. 500 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.
- 9 Passing of Muster Rolls. Power to authorise the head of an installation party to whom he has granted an imprest to prepare, examine and pass for payment from such imprest muster rolls in respect of works under his charge subject to the condition that the labour is employed in accordance with the labour estimate already approved by the Regional Engineer. Min. of I&B letter No. 12(15)/58-B(M)-A, dated 28-3-60.
- 10 Employment of work charged establishment. Power to sanction the employment of work-charged establishment for which provision exists in the sanctioned detailed estimate subject to the following conditions. Min. of I&B letter No. 12/6/65-B(M) dated 15-3-65.
- (a) The maximum of the time scale of the post should not exceed Rs. 200 p.m.
- (b) The post should be sanctioned on a scale of pay conforming strictly to that prescribed by Government. This takes effect from 28-8-1964.
- 11 Excess over technical sanction. Power to pass excess over estimates provided that the excess is not more than 5% of the amount sanctioned and does not exceed the amount upto which he is entitled to accord sanction to an original estimate. Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60 & corrigendum No. 12(2)/61-B(M) dated 19-3-63.
- NOTE:—Regional Engineers are not, however, competent to pass any excess over a revised estimate, sanctioned by any higher officer than himself.

Sl. No.	Nature of Power	Extent of Power Delegated	Authority
12	Power to make payment of security deposit or payment in advance to power supply authorities for connection for power supply.	Power to make advance payment upto Rs. 500 in each case, and not exceeding Rs. 1,500 per month for purchasing controlled articles like steel, G. I. Pipes, cement, etc. or for securing electricity supply connections.	Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60 and corrigendum No. 12(2)68-B(M) dated 19-3-63.
13	Purchase and repairs of stores on capital account.	Power to accord sanction to an expenditure upto limit of Rs. 250 in each case subject to a limit of Rs. 2,000 for a year, on stores and equipments chargeable to Capital Account e.g. cables, soldering instruments and machines.	Min. of I&B letter No. 25/9/65-B(A) dated 19-8-65.
14	Purchase and repairs of Furniture.	Upto Rs. 5000 per annum. subject to such conditions and scales as may be prescribed by the Min. of WH&S.	Min. of I&B letter No. 6/3/75-B(P) dated 28-6-76.
15	Hire of office furniture, electric fans, heaters, coolers, clocks and call bells.	Upto a limit of Rs. 100 per month per office for furniture, electric fans, heaters, coolers, clocks and call bells.	Min. of I&B letter No. 1/24/69-B(P) dated 21-7-70.
16	Uniforms.	Power to incur expenditure on supply of uniforms, badges, other articles of clothing etc. and washing allowance to Class IV Staff, duty car drivers on the scales and other conditions prescribed under the orders issued by the Ministry of Home and Ministry of Information and Broadcasting from time to time.	-do-
17	Purchase of Gumboots etc.	Power to sanction purchase of gumboots and rain coats with caps upto Rs. 50 in each case for use by members of Class III and Class IV staff after every three years.	Min. of I&B corrigendum No. 12(15)/58-B(M), dated 29-7-63.
18	Stationery.	Power to obtain stationery on payment from the Central Stationery Office, Calcutta.	Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60.

- 19 Local purchase of petty stationery stores. Power to incur expenditure on local purchase of stationery upto Rs. 5,000 per annum subject to budget provision and also subject to the instructions contained in the Rules for the Supply and Use of Stationery Stores and other general/special instructions issued from time to time. Ministry of I&B letter No. 6/3/75-B(P) dated 28-6-76.
- 20 Security Deposit to Railways. Power to pay security deposit to the Railways in accordance with the prescribed rates for advance booking of wagons for transport of equipment. Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60.
- 21 Freight charges. Full powers to incur expenditure on freight charges. Air lifting of stores should be resorted to only in rare cases of extreme urgency. A report of all such cases of air lifting of stores should be submitted periodically. Min. of I&B letter No. F.1/24/69-B(P) dated 21-7-70.
- 22 Demurrage/Wharfage charges. Normal powers delegated under contingent expenditure (*vide* S. No. 27). Each case exceeding Rs. 250 should be reported to DG, AIR. Min. of Finance (Deptt. of Expenditure) O.M. No. F.10(13)-E (Coord)/75 dated 10-4-75.
- 23 Maintenance and upkeep of Motor Cars. Full powers on maintenance of Motor vehicles including expenditure on repairs, spray painting, new bodies, petrol, oil and grease, tyres, tubes, spares and accessories, stocking of stores etc. Min. of I&B letter No. F.1/24/69-B(P) dated 21-7-70.
- 24 (a) Hiring of Transport for conveyance of stores (for office equipment). Power to sanction expenditure upto Rs. 20 in each case subject to a limit of Rs. 100 per annum. Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60.
- (b) (i) Hiring of transport for conveyance of stores to the sites other than office equipment. To hire transport for conveyance of stores etc. for works to the extent provided in the sanctioned DTE of a project, provided there is no Govt. transport belonging to AIR at that place. Min. of I&B letter No. F.1/24/69-B(P) dated 21-7-70.
- (b) (ii) The limits will be Rs. 50 and Rs. 300 in the case of Installation Officers, All India Radio. Min. of I&B letter No. 12(24)/61-B(M)—II, dated 28-11-61.

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25	Sanction of Imprests.	Power to sanction imprests for heads of installation parties upto Rs. 3,000 in the case of Gazetted Officers and Rs. 1,500 in the case of non-gazetted officers holding permanent posts. These limits should in no case be allowed to be exceeded except with the special approval of the Director General, All India Radio. Payments made from the imprests should be subject to the observance of the various rules and orders in force from time to time. If the imprest is held by the non-gazetted officers not holding a permanent post, a security of Rs. 2,000 (Insurance Policy, Cash certificates or Savings certificates) should be obtained from him to protect Govt. against loss.	Min. of I&B letter No. 12/31/61-B(M) dated 20th Nov., 1962.
26	Payment for petty purchases.	Power to authorise installation Officers to make purchase or pay for casual items of work up to Rs. 500 (Rupees five hundred only) in each case subject to the condition that the stores purchased or work done relate to a sanctioned project under installation.	Min. of I&B letter No. 12(5)58-B(M) dated 21-11-62.
27	Contingent expenditure.	<p>Recurring. Upto Rs. 750 p.a. in each case.</p> <p>Non-recurring Upto a limit of Rs. 2,000 in each case.</p>	Min. of I&B letter No. 6/3/75-B(P) dated 28-6-76.
28	Rates and Taxes.	Full powers to make payment to Municipal and other rates and taxes. The expenditure shall be incurred in accordance with the rules for the payment of Municipal rates and taxes on building in appendix to item No. 13 of schedule V of D.F.P. Rules.	Ministry of I&B letter No. F. 1/24/69-B(P) dated 21-7-70.
29	Disposal of obsolete, surplus and unserviceable stores.	Powers to declare equipment and stores (including books and furniture) as surplus or unserviceable upto a limit of Rs. 100 for	Min. of I&B letter No. 12/28/63-B(M) dated 12-6-64.

- each item subject to a maximum of Rs. 1,000 for any one Project; also empties (packing cases and other coverage without any limit of value.)
30. Power to make entries in Measurement Books and to authorise the following officers to do so:—
 Min. of I&B letter No. 12(5)60-B(M) dated 31-5-62.
- (i) Asstt. Project Officers.
 - (ii) Installation Engineers.
 - (iii) Deputy Installation Engineers.
 - (iv) Asstt. Installation Engineers.
 - (v) Station Engineer.
 - (vi) Engineer-in-Charge.
 - (vii) Asstt. Station Engineer.
 - (viii) Asstt. Engineer.
 - (ix) Engineering Assistants.
31. Grant of advance of pay and TA. 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.
 Min. of I&B letter No. 12(15)/58-B(M) dated 19-12-60.
32. Travelling Allowance. Power of controlling officer in regard to the travelling allowance bills of the establishment under him.
 Min. of I&B letter No. 12(5)60-B(M) dated 31-5-62.
33. Power to incur expenditure on entertainment. Power to sanction expenditure upto Rs. 50 per month on entertainment of visitors subject to the condition that expenditure per head on any occasion should not exceed Re. 1.
 -do-
34. Power to hire tools. Upto Rs. 500 on each occasion.
 Min. of I&B letter No. 6/3/75-B(P) dated 28-6-76.
35. Electric gas, and water charges. Full powers.
 Min. of I&B letter No. 12(9)/62-B(M) dated 10-7-62.
36. Employment of contingent paid staff. -do-

Sl. No.	Nature of Power	Extent of Power Delegated	Authority
37	Power to sanction direct purchase of stores.	Power to sanction direct purchase of stores upto Rs. 25,000 in each case except items for which rate/running contracts are entered into by DGS & D.	Min. of I&B letter No. 6/6/74-B(P) dated 15-9-75.
38	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 19-8-65.
39	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. 25/11/65-B(A) dated 27-6-66.
40	Power to accord Technical sanction to revised estimates and to pass excess over estimates.	Power to accord technical sanction to revised estimates upto a limit of Rs. 20,000 and to pass excess over estimate provided that the excess is not more than 5% of the amount sanctioned and does not exceed the amount upto which the officer is empowered to accord sanction to an original estimate.	Min. of I&B letter No. 13(2)D5/63-D(B&A) dated 24th June, 1967.
		He will not pass any excess over a revised estimate sanctioned by a higher authority than himself.	
		He may pass excesses over estimate provided that the excess is not more than 5% of the amount sanctioned and that all such cases where the excess so sanctioned makes the total estimates exceed the amount upto which he is empowered to accord technical sanction, should be reported every month to his next higher authority which has to satisfy itself about the propriety of the excess sanctioned.	
41	Power to revise estimates when substantial savings are expected.	Power to revise estimates upto a limit of Rs. 20,000 when substantial savings (more than 5% of original technical sanction) are expected due to abandonment of substantial section of a project or due to material deviations from the original proposals.	Min. of I&B letter No. 13(2)D5/63-D (B&A) dated 24th June, 1967.

The exercise of this power is subject to the provisions of the notes below paras 79 and 80 of CPWD Code. The reduced amount of expenditure sanction will be intimated to Audit also.

42 Preliminary operation for acquisition of land for public purposes. Power for preliminary operation for acquisition of land for public purposes. Min. of I&B letter No. 13(2)D5/63-D (B&A) dated 24th June, 1967.

The exercise of this power is subject to the provisions of the instructions contained in S.I No. 10 of Annexure to schedule V of D.F.P. Rule, 1958 and para 92 of CPWD Code.

43 Power to sanction rates for additional and substituted items of work. Power to sanction rate for additional and substituted items of works in respect of contracts accepted by any authority upto 25% of the contract value subject to a ceiling of Rs. 5,000 for scheduled and agreement items and Rs. 2,500 for other items. -do-

The exercise of this power is subject to the conditions laid down in Notes 1 & 2 below para 101 of CPWD Code.

44 Issue of orders declaring of stores surplus etc. Power to issue order declaring stores surplus or unserviceable upto a limit of Rs. 5,000 the original purchase value of the articles being estimated, if not known. -do-

45 Issue of order for disposal of stores etc. Power to issue order for disposal of stores upto a limit of Rs. 10,000 declared by competent authority to be surplus or unserviceable. -do-

46 Write off from returns of tools and plant etc. Full power to write off from returns of tools and plant of articles of which full value has been recovered. -do-

The exercise of this power is subject to the conditions laid down in para 158 of CPWD Code.

Sl. No.	Nature of Power	Extent of Power Delegated	Authority
47	Write off from returns of tools and plants of articles of which part value has been recovered.	Power to write off from returns of tools and plant of articles upto a limit of Rs. 1,500.	Min. of I&B letter No. 13(2)D5/63-D (B&A) dated 24th June, 1967.
48	Intermediate payment on lump-sum contract.	The exercise of this power is subject to the conditions laid down in para 158 of CPWD Code. Power to make intermediate payment on lump-sum contract.	-do-
49	Advance payment to electric supply undertakings.	The exercise of this power is subject to the provisions of para 11-2-2 of CPWD Code. Full power to make advance payments to electric supply undertakings under the Indian Electricity Act, 1910 for execution of works.	Min. of I&B letter No. 13 (2)D5/63-D (B&A) dated 24th June, 1967.
50	Paying advances on transfer (from works cash with disbursing officer).	The exercise of this power will be confined to works for which administrative approval and expenditure sanction etc. are available and will also be subject to availability of funds. Power to pay advance to non-gazetted staff on transfer from works cash provided the advance is sanctioned by competent authority.	Min. of I&B letter No. 13(2)D5/63-D (B&A) dated 24th June, 1967.
51	Paying advance of TA (from works cash with Disbursing Officer).	Power to make payment of advance of T.A. on tours from works cash with disbursing officer, provided that the advance is sanctioned by competent authority.	Min. of I&B letter No. 13(2)D5/63-D(B&A) dated 21st March, 1968.
52	Transfer of Stores.	Power to effect transfer of all stores and equipments the value of which does not exceed Rs. 2,500 in each case from one Station/Office to another Station/Office within their respective zones.	D.G. AIR Memo. No. 2/13/69A & G. dated 27-9-69.

- 53 Purchase and Repairs of bicycles. Full power to purchase of new bicycle or in replacement of the one condemned by the competent authority provided supplies shall be obtained through the DGS&D rate contract. Min. of I&B letter No. F. 1/24/69-B(P) dated 21-7-70. -do-
- 54 Local purchase of Rubber stamps and office seals. Power to incur expenditure on local purchase is upto Rs. 20 in each case subject to the budget provision. -do-
- 55 To sanction advance payment to local authorities for provision of escorts for conveyance of Cash. Power to sanction advance payments to local authorities for provision of escorts for conveyance of Cash. -do-
- 56 Purchase of Publications (i) Official (ii) Non-Official. (i) Full power to purchase of official publications in accordance with the provision of appendix XIII to the rules for printing and binding. -do-
(ii) Power to sanction purchase of non-official publications upto a limit of Rs. 200 on each occasion subject to a limit of Rs. 2,000 per annum. -do-
- 57 Power to write off of losses. Power to write off of the irrecoverable value of stores and cash or stamps lost by accident fraud, robbery, negligence or other causes upto Rs. 5,000 in the case of stores and Rs. 1,000 in the case of cash or stamps provided the loss does not disclose (i) a defect of system the amendment of which requires the orders of higher authority (ii) serious negligence on the part of some individual officers which might possibly call for disciplinary action requiring the orders of the higher authority. -do-
- 58 Purchase and Repair of Typewriter. (i) Full power to incur expenditure on purchase of typewriter. -do-

Sl. No.	Nature of Power	Extent of Power Delegated	Authority
59	Grants in aid.	<p>(ii) Power to sanction expenditure on servicing and repair to typewriters upto Rs. 50 per machine per annum and full powers in replacement of parts.</p> <p>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 condition stipulated in Min. of H.A.O.M.No. No. 2/169/59-Welfare dated 10-3-1961 as also such other general orders as have been on 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.</p>	<p>Min. of I&B letter No. F.1/24/69-B(P) dated 21.7.70.</p> <p>Min. of I&B letter No. B-11017/61/72-WL dated 17-2-75.</p>
60	Subsidy to departmental/Co-operative Canteen and Tiffin Rooms.	<p>Full powers to sanction subsidy to departmental/ Cooperative Canteen and Tiffin Rooms as envisaged in Para 3(iii) of the Min. of H.A. O.M. No. 7/1/62-WII dated 28-12-1962 and such general orders as have been/may be issued from time to time on the subject.</p> <p>The powers are subject to the conditions that funds are available within the sanctioned budget grant.</p> <p>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.</p>	<p>Min. of I&B letter No. B-11017/61/72-WL dated 17-2-75.</p>
61	Shifting of telephone.	<p>Full powers for shifting of sanctioned office and residential tele-phones provided the telephones are shifted only in case of entitled officers.</p>	<p>Min. of I&B letter No. 6/3/75-B(P) dated 28-6-76.</p>