

TO BE SUBSTITUTED BEARING SAME NUMBER AND DATE

ORDER

In exercise of the powers vesting with Director General, Industrial Training Department, Haryana, Chandigarh, the financial powers and functions are hereby re-delegated to the officers mentioned in column no. 4 to the extent mentioned in column no. 5 with immediate effect :

Sr. No.	Nature of Power	Powers delegated to the Head of Department	Powers re-delegated to the following in respect of office/ Institution(s)	Extent of powers
1	2	3	4	5
1.	To sanction non-recurring expenditure, not otherwise provided for in this rule. (Sr.No. 1, Rule19.6 of PFR Vol.-I)	Upto Rs. 1,00,000/- in each case	D&DO at H.Q. (Controlling Officer) Additional Director/Joint Director (Academic) Head of Institute	Upto Rs. 50,000/- in each case. (for H.Q.) Upto Rs. 50,000/- in each case. (for field institute) Upto Rs. 10,000/- in each case.
2.	To sanction recurring expenditure not otherwise provided for in this rule (Sr.No. 2, Rule19.6 of PFR Vol.-I)	Upto Rs. 50,000/- in each case	D&DO at H.Q. (Controlling Officer) Additional Director/Joint Director (Academic) Head of the institute	Upto Rs. 25,000/- in each case.(for H.Q.) Upto Rs. 25,000/- in each case. (for field institute) Upto Rs. 5,000/- in each case.
3.	To sanction purchase and repairs of fixtures and furniture. (Sr.No. 5, Rule19.6 of PFR Vol.-I)	Full Powers	Head Finance & Accounts / D&DO (H.Q.) Additional Director/ Joint Director (Academic) — For field institutes Principal Group 'A' / Vice Principal Group 'B' / Group Instructor Incharge/Group Instructor Incharge (Women)	Upto Rs. 50,000/- in each case. Upto Rs. 50,000/- in each case. Upto Rs. 1,000/- in each case.
4.	To sanction payment of Freight, demurrage and wharfage charges. (Sr.No. 6, Rule19.6 of PFR Vol.-I)	Upto Rs. 5000/- in each case	Head Finance & Accounts / D&DO (H.Q.)	Upto Rs. 5,000/- in each case.

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5.	To sanction the payment of rent for building or land for (i) Ordinary office accommodation, (ii) Godowns, (iii) Residential purposes etc. (Sr.No. 8, Rule19.6 of PFR Vol.-I)	Upto Rs. 10,000/- per month for the office accommodation and Rs. 2,000/- per month for land. (Subject to the conditions that the certificate of non-availability and reasonableness of accommodation is obtained from B and R Department and the agreement with the owner is also executed for five years.	Head Finance & Accounts / D&DO (H.Q). Additional Director / Joint Director (academic) - for field Institutes Principal Group 'A' / Vice Principal Group 'B' / Group Instructor Incharge/Group Instructor Incharge (Women)	Upto Rs. 10,000/- per month for (i). Upto Rs. 10,000/- per month for (i). Upto Rs. 1000/- Per month for office accommodation
6.	To sanction the Legal Charges for defence of Government employees in criminal proceedings instituted against them while discharging the official duties. (Sr.No. 9, Rule19.6 of PFR Vol.-I)	For employees of Group C and D service. Full powers subject to the condition that the actual cost of the defence shall be reimbursed with the concurrence of Law and Legislative Department.	Head of the department	For employees of Group C and D service. Full powers subject to the condition that the actual cost of the defence shall be reimbursed with the concurrence of Law and Legislative Department.
7.	To reimburse the legal expenses to a Government employee whose conduct has been the subject of enquiry for expenditure on account of :- (i) Defence witnesses, and (Sr.No. 10, Rule19.6 of PFR Vol.-I)	For employees of Group C and D service. Full powers in the case of witnesses:- (a) Payment of expenses to non-official witnesses summoned for the prosecution or defence, should be made	Head of the department	For employees of Group C and D service. Full powers in the case of witnesses:- (a) Payment of expenses to non-official witnesses summoned for the prosecution or defence, should be

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		<p>according to the rates specified in Chapter 5-C of Volume-I of the High Court Rules and orders in respect of witnesses attending Civil Courts;</p> <p>(b) Government employees summoned as witnesses should be given; the usual certificates of attendance to enable them to draw their normal traveling allowance and the daily allowance to which they are entitled in accordance with the provisions of the Punjab Civil Services Rules Volume-III, Travelling Allowance Rules;</p> <p>(c) the expenditure on non-official witnesses should be</p>		<p>made according to the rates specified in Chapter 5-C of Volume-I of the High Court Rules and orders in respect of witnesses attending Civil Courts;</p> <p>(b) Government employees summoned as witnesses should be given; the usual certificates of attendance to enable them to draw their normal traveling allowance and the daily allowance to which they are entitled in accordance with the provisions of the Punjab Civil Services Rules Volume-III, Travelling Allowance Rules;</p> <p>(c) the</p>

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		<p>debited to the same head of account to which the pay of the delinquent Officer/Official concerned is debitable.</p> <p>(d) Payment to non-official witnesses should be made out of the contingent grants of the offices/departments concerned;</p> <p>(e) The charges of those witnesses only should be paid whom the commission or Inquiry Officer declares to be necessary witnesses.</p>		<p>expenditure on non-official witnesses should be debited to the same head of account to which the pay of the delinquent Officer/Official concerned is debitable.</p> <p>(d) Payment to non-official witnesses should be made out of the contingent grants of the offices/departments concerned;</p> <p>(e) the charges of those witnesses only should be paid whom the commission or Inquiry Officer declares to be necessary witnesses.</p>
	(ii) Fees of Counsel.	<p>For Group C and D employees Upto Rs. 3,000/-</p> <p>(a) When the Government employee is allowed to be represented</p>	Head of the department	<p>For Group C and D employees Upto Rs. 3,000/-</p> <p>(a) When the Government employee is allowed to be represented by a counsel,</p>

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		by a counsel, reimbursement of the fees of the counsel should be allowed in cases where the delinquent officer/official is successful in clearing himself.		reimbursement of the fees of the counsel should be allowed in cases where the delinquent officer/official is successful in clearing himself.
8.	To sanction expenditure for setting departmental examination papers and evaluation of answer books (Sr.No. 15, Rule19.6 of PFR Vol.-I)	(i) Rs.500/- for setting of one paper. (ii) Rs.10/- for evaluation of each answer book. (iii)Rs.10/- for practical and viva-voce examination for each candidate.	Head of the department	--
9.	To sanction expenditure for Purchase of books, periodicals and newspapers (only three in numbers) required for official use only. (Sr.No. 17, Rule19.6 of PFR Vol.-I)	Full Powers.	Head Finance & Accounts / D&DO (H.Q). Additional Director/ Joint Director (Academic) - for field institutes	Full Powers Full Powers

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10.	To sanction expenditure on direct purchase of stores from the local market after exhausting all the approved sources of supply mentioned in Appendix 17 of the Punjab Financial Rules, Volume-II and the rate contract arranged by the Director, Supplies and Disposals, Haryana, if available. (S.No. 19, Rule 19.6 of PFR Vol.-I)	Upto Rs. 75,000/- for any one item during a financial year in respect of each Head of offices under his control.	Head Finance & Accounts / D&DO (H.Q). Additional Director/ Joint Director (Academic) - for field institute Principal Group 'A' / Vice Principal Group 'B' / Group Instructor Incharge/Group Instructor Incharge (Women)	Upto Rs. 30,000/- for any one item during a financial year in respect of each Head of offices under his control. Upto Rs. 30,000/- for any one item during a financial year in respect of each Head of offices under his control. Upto Rs. 5,000/- for any one item during a financial year.
11.	To sanction expenditure on direct purchases of stores from the local market in emergent circumstances, when it is not possible to exhaust the approved sources of supply. (S.No. 20, Rule 19.6 of PFR Vol.-I)	Upto Rs. 20,000/- in each case.	Head Finance & Accounts / D&DO (H.Q). Additional Director/ Joint Director (Academic) - for field institute Principal Group 'A' Principal/Vice Principal Group 'B' / Group Instructor Incharge/Group Instructor Incharge (Women)	Upto Rs. 20,000/- in each case Upto Rs. 10,000/- in each case Upto Rs. 5,000/- in each case. Upto Rs. 3,000/- in each case.
12.	To sanction withdrawal from General Provident Fund	Full Power subject to the conditions mentioned in the Haryana General Provident Fund Rules, 2006.	Additional Director for gazetted officers - refundable & non-refundable (H.Q & field institutes). JD (Accounts) Head of the Institute (except Group Instructor Incharge/Group Instructor Incharge (Women))	Full Power subject to the conditions mentioned in the Haryana General Provident Fund Rules, 2006. Full Power in case of non-gazetted employees (H.Q) -- refundable & non-refundable Full Power in the case of non-gazetted employees subject to the conditions

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				mentioned in Haryana General Provident Fund Rules, 2006
13.	To sanction student fund lying in the books of institutes	Full Powers	Additional Director/Joint Director (Academic)	upto Rs. 50,000/- in each case
	Educational Tour for students	Full Powers	Principal Group 'A' / Vice Principal Group 'B' / Group Instructor Incharge/Group Instructor Incharge (Women)	Upto Rs. 500/- per visit per trainee out of student fund
14.	Disposal of dead / broken/old age trees	Full powers	Additional Director (Academic)	Full powers After obtaining approval / NOC and reserve price from District Forest Officer.

NOTE: Joint Director will exercise the above Financial Powers of Additional Director when the post of Additional Director is vacant.

Dated 25.04.2016

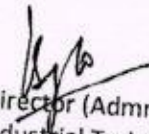
Pradeep Kasni, IAS
Director General, Industrial Training, Haryana.

Endst.No. Admn.I/AA5/Re-delegation of Financial Powers/651

Dated 25.04.2016

A copy of above is forwarded to the following for information and necessary action:

1. Additional Chief Secretary to Govt. Haryana, Industrial Training Department, Haryana Chandigarh.
2. Accountant General (Audit), Haryana Chandigarh

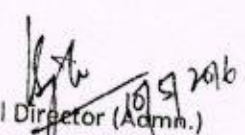

Additional Director (Admn.)
for Director General, Industrial Training Department,
Haryana

Endst.No. Admn.I/AA5/Re-delegation of Financial Powers/651

Dated 25.04.2016

A copy of above is forwarded to the following for information and necessary action:

1. All Officers at H.Q. (except DGIT)
2. All Head of the Institutes in Haryana State
3. All Head of Sections at H.Q.
4. PA to DGIT


Additional Director (Admn.)
for Director General, Industrial Training Department,
Haryana

CC: Nodal Officer website for uploading.