

सं. NRRDA-A020(13)/1/2019/FA

राष्ट्रीय ग्रामीण अवसंरचना विकास एजेंसी (एन.आर.आई.डी.ए.),  
ग्रामीण विकास मंत्रालय,  
पंचम तल, 15-एन.बी.सी.सी. टावर, भीकाजी कामा प्लेस,  
नई दिल्ली-110066

दिनांक: 28.01.2020

कार्यालय आदेश संख्या 371

अधोहस्ताक्षरी को राष्ट्रीय ग्रामीण अवसंरचना विकास एजेंसी के नियम एवं विनियमों के नियम 21 (d) तथा 23 (h) में निहित प्रावधानों के अनुसरण में निम्नानुसार वित्तीय शक्तियों के प्रत्यायोजन की व्यवस्था सभी के संज्ञान में लाने के आदेश हुये हैं:-

Item No.	Nature of Expenditure	Financial powers of DG, NRIDA	Authority	Delegated financial powers		
				Director (F&A)	Director (Tech)	Director (P-III)
1.	<b>Sanction of Office Expenditure</b>					
1.1	Hiring of Vehicles	Full Powers	MoRD OM No:P-17030/5/2003-RC (NRRDA) Dt. 9.6.2003	Upto Rs.20000/- per month (A-37011/1/599/2011/F&A Dt.8.11.2016.)	-----	-----
1.2	Procurement of stationery and printing	Full Powers	-----do-----	Full powers (A-12015/11/2004-NRRDA Dt:16.6.2004)	-----	-----
1.3	Expenditure on meetings, workshops and conferences	Full Powers	-----do-----	Full powers as per the norms approved by the EC (A-12015/11/2004-NRRDA Dt:16.6.2004)	-----	-----
1.4	Contingent office expenses	Full Powers	-----do-----	Full powers (A-12015/11/2004-NRRDA Dt:16.6.2004)	-----	-----
1.5	Taking membership & payment of membership fee to professional institutions	Full Powers	-----do-----	-----	-----	-----

*M. S. Bhatnagar*

Item No.	Nature of Expenditure	Financial powers of DG, NRIDA	Authority	Delegated financial powers		
				Director (F&A)	Director (Tech)	Director (P-III)
1.6	Sanction for publications	Full Powers	----do----	-----	-----	-----
1.7	Sanction of charges for advertisement and publicity	Full Powers	----do----	Upto Rs. 50,000 as per GB decision in its 21 <sup>st</sup> meeting held on 8.02.2016	-----	-----
1.8	Purchase of books, periodicals and audio visual material	Full Powers	----do----	Full powers (A-12015/11/2004-NRRDA Dt:16.6.2004)	-----	-----
1.9	Hiring of computers & peripherals	Full Powers	----do----	Full powers (A-12015/11/2004-NRRDA Dt:16.6.2004)	-----	-----
1.10	Purchase of computers & peripherals	Full Powers	----do----	Rs.50,000/- per case (A-12015/11/2004-NRRDA Dt:16.6.2004)	-----	-----
1.11	Purchase of office equipment & machinery	Full Powers	----do----	Rs.50,000/- per case (A-12015/11/2004-NRRDA Dt:16.6.2004)	-----	-----
1.12	Purchase/disposal of vehicles	Full powers	GB decision in its 19 <sup>th</sup> meeting held on 4.02.2014	-----	-----	-----
1.13	Payment of Rent, Rates, Taxes and Duties	Full powers	40 <sup>th</sup> EC meeting held on 6 <sup>th</sup> January 2020	-----	-----	-----
1.14	Purchase/renovati on of office area	Full powers	40 <sup>th</sup> EC meeting held on 6 <sup>th</sup> January 2020	-----	-----	-----
2.0	<b>Sanction of expenditure on services</b>					
2.1	Procurement of professional services for the office	Full Powers	MoRD OM No:P-17030/5/2003-RC (NRRDA) Dt. 9.6.2003	-----	-----	-----

*[Handwritten signature]*

Item No.	Nature of Expenditure	Financial powers of DG, NRIDA	Authority	Delegated financial powers		
				Director (F&A)	Director (Tech)	Director (P-III)
2.2	Procurement of professional services for activities other than office / R&D activity	Full Powers	-----do-----	-----	-----	-----
2.3	Payment to STAs and PTAs	Full Powers	-----do-----	-----	Full Powers limited to the rates prescribed in the guidelines (P-17030/5/2003-RC(NRRDA) Dt.9.6.2003	-----
2.4	Payment of honorarium fee and travel expenses of National Quality Monitors	Full Powers	-----do-----	-----	-----	Full Powers limited to the rates prescribed in the guidelines (P-17030/5/2003-RC(NRRDA) Dt.9.6.2003
2.5	Training expenses	Full powers	40 <sup>th</sup> EC meeting held on 6 <sup>th</sup> January 2020	-----	-----	-----
2.6	Development and maintenance of OMMAS	Full powers	40 <sup>th</sup> EC meeting held on 6 <sup>th</sup> January 2020	-----	-----	-----
2.7	Payment of audit fee to auditors	Full powers	40 <sup>th</sup> EC meeting held on 6 <sup>th</sup> January 2020	-----	-----	-----
3.0	<b>Sanction of other charges</b>					
3.1	Telephone & data card charges	Full powers		Full Powers (40 <sup>th</sup> meeting of EC held on 6.01.2020)	-----	-----
3.2	Postage & courier charges	Full powers		Full Powers (-do-)	-----	-----
3.3	Repair & Maintenance	Full powers		Upto Rs. 10000/- in each case (-do-)	-----	-----

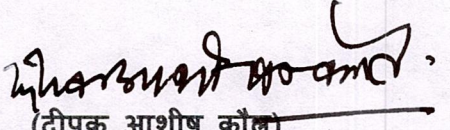
*Handwritten signature*

Item No.	Nature of Expenditure	Financial powers of DG, NRIDA	Authority	Delegated financial powers		
				Director (F&A)	Director (Tech)	Director (P-III)
3.4	Other office expenses (Newspapers for office, car parking charges )	Full powers		Full Powers (-do-)	-----	-----
3.5	Contractual payments as per the contracts approved by the DG, NRIDA	Full powers		Full Powers (-do-)	-----	-----
3.6	Electricity Expenses	Full powers		Full Powers (-do-)	-----	-----
3.7	Disposal of obsolete/unserviceable/surplus items	Full powers	40 <sup>th</sup> EC meeting held on 6 <sup>th</sup> January 2020	-----	-----	-----
<b>4.0</b>	<b>Imprest</b>					
4.1	Recoupment of Imprest up to Rs. 15000/-	Full powers		Full Powers (40 <sup>th</sup> meeting of EC held on 6.01.2020)	-----	-----
5.0	<b>Sanction of pay and allowances</b>					
5.1	Payment of salary & allowances as approved by the competent authority	Full powers		Full Powers (-do-)	-----	-----
5.2	Entertainment and newspaper allowances to officers	Full powers		Full Powers (-do-)	-----	-----
5.3	Sanction of TA bill (including advance, adjustment and reimbursement)	Full powers		Full powers in respect of tours approved by DG, NRIDA (40 <sup>th</sup> meeting of EC held on 6.01.2020)	-----	-----
5.4	Sanction of medical claims	Full powers		Upto Rs. 1 lakh in each individual case (40 <sup>th</sup> meeting of EC held on 6.01.2020)	-----	-----

*Handwritten signature*

2. उपरोक्त वित्तीय शक्तियों का प्रत्यायोजन पूर्व में जारी कार्यालय आदेशों एवं समय-समय पर कार्यकारी समिति/सामान्य सभा द्वारा प्रदत्त अनुमोदन के अनुसार संकलित किया गया है। साथ ही, पूर्व में जारी कार्यालय आदेश संख्या 27 दिनांक 18 फरवरी 2011, जिसके द्वारा कुछ वित्तीय शक्तियाँ महानिदेशक द्वारा तत्कालीन संयुक्त निदेशक (वित्त एवं प्रशासन) को प्रत्यायोजित की गई थीं को कार्यकारी समिति के अनुमोदन से अब निरस्त माना जायेगा।

इसे महानिदेशक, एन.आर.आई.डी.ए. के अनुमोदन से जारी किया जा रहा है।

  
(दीपक आशीष कौल)

निदेशक (वित्त एवं प्रशासन)

प्रति:

1. सभी अधिकारी तथा सहायक स्टाफ।
2. अपर सचिव (ग्रामीण विकास) ग्रामीण विकास मंत्रालय एवं महानिदेशक, एन.आर.आई.डी.ए. के प्रधान निजी सहायक।
3. श्री विजय इंगले, प्रोग्रामर को वेबसाइट पर अपलोड करने हेतु।
4. कार्यालय आदेश फाईल।