



कार्यालय रक्षा लेखा नियंत्रक(सेना), मेरठ छावनी

Office of CDA (Army)

बेलवेडीयर परिसर, आयुध पथ, मेरठ छावनी

Belvedere Complex, Ayudh Path, Meerut Cantt-250001

फोन:0121-2646632 फ़ैक्स नंबर :0121-2646254, 2646216



PT. I OO No: 46

Dated: 14.12.2022

Subject: Delegation of powers: Shri Saurabh, IDAS, DCDA

Under the powers vested with the undersigned as Head of the Department vide Govt. of India Ministry of Finance(Defence) New Delhi Letter No. 13196(1)/70/Accts/AN dated 03.07.70, **I, B.S. Negi, IDAS, CDA(Army) Meerut** hereby delegate the following powers to be exercised on my behalf by **Shri Saurabh, IDAS, DCDA, In-charge AAO(A) Dehradun w.e.f. 14.12.2022 till further orders.**

Administrative Powers:

1.	Countersignature and scrutiny of re-imbursement of tuition fee and CEA bills in respect of employees up to AAOs serving at Dehradun station.
2.	Countersignature and scrutiny of GPF Advance/Final Withdrawal of bills in respect of employees up to AAOs serving at Dehradun station.
3.	Countersignature and scrutiny of TA/DA/LTC/Medical claims/requisition for advances in respect of employees up to AAOs serving at Dehradun station.
4.	To sanction Ty. Duty moves up to AAO level in emergent cases. A list of all the temporary duty moves sanctioned in a month will be submitted to AN-I Section of the Main Office in the first week of the following month.
5.	All Reports and returns in respect of all sub offices located at Dehradun station to be routed through Officer-in-Charge of AAO(A) Dehradun.
6.	<p>(i) Sanction of CL/RH in respect of SAOs/AOs up to 5 days at a time serving at Dehradun station.</p> <p>Note: Conversion of one kind of leave into another in r/o SAOs/AOs will be sanctioned by Main Office.</p> <p>(ii) Sanction of EL up to 10 days to SAO/AOs serving at Dehradun station.</p> <p>(iii) To sanction the following type of leave in respect of employees up to AAOs serving at Dehradun station.</p> <p>(a) HPL up to 30 days</p> <p>(b) Maternity Leave 180 days</p> <p>(c) Miscarriage/ Abortion Leave up to 45 days</p> <p>(d) Paternity Leave for 15 days</p> <p>(e) Child Care Leave up to 30 days</p> <p>(f) EL exceeding five (05) days and up to 30 days</p> <p>(g) CL exceeding five (05) DAYS AND up to 8 days & RH up to 2 days</p> <p>Note: EL and CL up to 05 days in respect of AAOs and staff will be sanctioned by concerned SAO/AO.</p>

Financial Powers:

1. To incur non-recurring expenditure pertaining to service label up to Rs. 10000/- at a time by drawing cheque at his end.

Note: The DCDA In-charge AAO (A), Dehradun will immediately inform the particulars of the amount drawn by him to Accounts Officer (AN-VII) MO by name for noting the same against the allotment and watch for acknowledge.

2.	Contingent Expenditure (a) Recurring in each case Rs. 10000/- (b) Non-recurring in each case Rs. 25000/- (c) Office Expenses Head – Full Powers i.e. upto Rs. 25,000/- if the procurement is through the GEM Portal under Rule 149(1) of General Financial Rules, 2017.
3.	Information Technology head (a) If the procurement is through the GEM Portal - Full Powers (b) Recurring expenditure for non GeM Articles (IT Head) in each case – Rs. 10000/- (c) Non Recurring expenditure for non GeM articles (IT Head) in each case – Rs. 20000/-
4.	Printing/Binding:- Petty printing and binding jobs executed through private agencies not exceeding a sum of Rs. 10000/- per financial year. Note: (a) the jobs should be emergent and unforeseen (b) The monetary limit includes cost of paper etc.
5.	Sanction and Payment of telephone bills subject to availability of funds.
6.	Sanction of making provisional payment of pay and allowances for want of LPCs in respect of non DAD employees, upto six occasions.

The exercise of powers as delegated in this order shall be subject to the following conditions:

- (I). The officer to whom the powers have been delegated shall be personally responsible for the propriety and regularity of sanction accorded and expenditure incurred. While exercising the delegated powers all prescribed rules and instructions would be followed.
- (II). These powers shall not be re-delegated to any sub-ordinate authority.
- (III). Financial sanction shall be accorded subject to availability of funds allotted under the contingent grant/office expenses to the AAO (A), Dehradun. Utmost economy shall be exercised in exercise of financial powers.
- (IV). Cases involving doubtful or unusual features will be referred to the Main Office for obtaining sanction of the CDA.
- (V). Monthly report by 10th of the following month in r/o expenditure sanctioned in contingent Miscellaneous Expenditure may be put up to CDA for information.

Note 1: In absence of Shri Saurabh, IDAS, DCDA, Shri Devendra Singh, SAO will exercise these powers except sanction of leave of SAO/AO

Sd/-
(B.S. Negi)

CDA (ARMY) MEERUT CANTT

No. AN/IV/017/XI/Del/22

Dt. 14.12.2022

Distribution:

1. Shri Akhlesh Garg, IDAS, ACDA, AAO (A) Dehradun.
2. All IDAS in Main Office/All SAOs/AOs.
3. Shri Devendra Singh, SAO, AAO (A), Dehradun.
4. All Groups in AN Section
5. All Sections in MO
6. The Manager, IT&S Cell (Local)
7. All Sub Offices located at Dehradun.
8. Guard File.
9. The O I/C IT&S Cell - For uploading on website.

Akhilesh Kumar

(Akhilesh Kumar)
SAO (AN)

(Signature)