



**OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS
No.1, STAFF ROAD, SECUNDERABAD-500009**

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PART II O.O. No : 380

Dated: 18.11.2014

Sub: **Delegation of Financial Powers – ACDA (Admn).**

Ref: This office Part II O.O. No. 499 dated 08.11.2012.

Under the provisions of Rule 14 of Delegation of Financial Powers Rule 1978, I hereby declare **Shri B Bala Jawahar, IDAS, ACDA**, as the Head of the Office and authorize him to exercise financial powers to the extent indicated below with effect from **17.11.2014 (FN)**.

FINANCIAL POWERS :

1. Powers for incurring contingent expenditure up to Rs. **10,000/-** (Rupees Ten thousand only) per transaction for items of recurring and non-recurring expenditure from the head, Office expenses and recoupment of Imprest in Main Office and Sub Office other than PAO (ORs) EME & PAO (ORs) AOC Secunderabad.
2. Legal charges payable to Central Government Standing Counsels in respect of cases in the CAT Bench Hyderabad and the High Court of TS for which DAD is a party, at the rates prescribed by the Ministry of Law, from time to time.
3. Sanction of expenditure for printing and binding, binding jobs executed through private agencies upto Rs.1,000/- (Rupees One thousand only) per annum.
4. Sanction of expenditure for purchase of service labels – **Full powers.**
5. Sanction of telephone/trunk call/telex/fax charges – **Full powers.**

ADMINISTRATIVE POWERS :

1. Sanction of advance for purchase of conveyance, Computer, bicycle advance.
2. To condone delay in insurance/construction of house built with the aid of House Building Advance upto two years in respect of Group 'B', 'C' and erstwhile 'D' staff.
3. Sanction of CL to the SAOs/AOs (full powers) in Main Office & Sub Office other than PAO (ORs) EME & PAO (ORs) AOC Secunderabad.
4. Sanction of all types of leave to Group 'B', 'C' and erstwhile 'D' staff except **Leave Not Due** beyond the powers delegated to the Heads of PAO (ORs) EME, and PAO (ORs) AOC, Secunderabad.

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*Shri Bala Jawahar
website*

5. Sanction of EL upto 10 days for SAOs/AOs in Main Office and Sub Office other than PAO (ORs) EME & PAO (ORs) AOC, Secunderabad.
6. Sanction of encashment of unutilized leave in respect of Group 'B','C' and erstwhile 'D' staff (except SAOs/AOs).
7. Sanction of encashment of EL at the time of availing LTC in respect of Group 'B','C' and erstwhile Group 'D' Staff (except SAOs/AOs).
8. Grant of Special Casual Leave for promoting Small Family Norms for Group 'B', 'C' and erstwhile 'D' staff.
9. Grant of Stagnation increment.
10. Grant of Special Pay for promoting Small Family Norms.
11. Grant of Special increments for acquiring Hindi qualifications.
12. To authorize provisional payment of pay and allowances pending receipt of LPC in respect of Group 'B', 'C' and erstwhile 'D' staff of DAD for a period upto 6 months.
13. Grant of Periodic Increment Certificates in respect of Group 'B', 'C' and erstwhile 'D' staff of Main Office and sub-offices other than PAO (ORs) EME and PAO (ORs) AOC, Secunderabad.
14. Payment of CGEIS – All cases of Group 'B', 'C' and erstwhile 'D' except SAOs/AOs.
15. Immediate relief to the family of deceased Govt. servant (excluding casual/daily rated staff) as per Government orders.

16. To countersign and sanction the following personal claims of Group 'B', 'C' and 'D' staff:-

- a. Medical Reimbursement claims
- b. LTC claims, TA/DA claims under Main Office jurisdiction. In respect of PAOs TA/DA adjustment claims of AAOs & Above
- c. GPF final withdrawal claims except for SAOs/AOs
- d. Sanction of GPF advances in respect of Group 'B','C' and erstwhile 'D' staff under rule 12(2) of GPF Rules
- e. Sanction of medical advance to DAD employees covered by CGHS duly observing all the formalities prescribed by CGHS.
- f. Counter signature of regular and supplementary pay bills of DAD officers and staff.
- g. Sanction of LTC advances to Group 'B', 'C' and erstwhile 'D' staff serving in PAO(ORs)EME and PAO (ORs) AOC, Secunderabad.
- h. Tuition fees/C.E.A. claims except SAOs/AOs.

17. Sanction of festival advance in respect of staff serving in Main office and other sub-offices (excluding PAO (ORs) EME & PAO (ORs) AOC, Secunderabad).

Cases of doubtful nature or with unusual features or involving relaxation of rules shall be put up to the undersigned for orders.

The exercise of financial Powers delegated to Shri Bala Jawahar, IDAS, ACDA as above is subject to availability of funds and observance of prescribed norms.

This supersedes this office earlier Part II O.Os on the subject.

sdr
**(Y RAJA REDDY)
CONTROLLER**

Original in: AN/I/1042/Vol III

Copy to :

1. The CGDA, Delhi Canttt
2. The PCDA (P), Allahabad
3. The CDA (Funds), Meerut
4. Shri B Bala Jawahar, IDAS, ACDA
5. All GOs/SAOs in Main Office.
6. The CDA, IT & SDC, Sec'bad.
7. The Addl. CDA i/c., PAO (ORs) EME, Secunderabad.
8. The ACDA i/c., PAO (ORs) AOC, Secunderabad
9. EDP Centre, Secunderabad
10. All sections in Main Office
11. The SAO I/c, AN-I, AN-II, AN-III, AN-Pay - Local
12. Guard File / Pt II O.O file
13. Spare Copies

P Brahma Reddy
**(P Brahma Reddy)
Señor Accounts Officer (AN)**