

5- नियम , विनियम , निर्देश , नियमावली और अभिलेख , कार्य के निर्वहन के लिए मैनुअलों और रिकॉर्डों की सूची जिनका उपयोग कार्यों के निर्वहन के लिए किया जाता है।

प्राधिकारी द्वारा म.प्र. शासन मंत्रालय, संचालनालय नगर तथा ग्राम निवेश एवं प्राधिकारी संचालक मण्डल द्वारा लिये गये निर्णय/संकल्पों का परिपालन करते हुए कार्यों का निर्वहन निम्नानुसार किया जाता है।

पॉवर चार्ट एवं व्ययन नियम

मध्य प्रदेश शासन
आवास एवं परिवहन विभाग
मंत्रालय

// आदेश //

भोपाल, दिनांक 30 नवम्बर, 1999

क्रमांक एफ 3-61/99/वस्तु-राज्य शासन द्वारा मध्य प्रदेश नगर तथा ग्राम निवेश अधिनियम, 1973 की धारा 73 में प्रदत्त शक्तियों का प्रयोग करते हुए समस्त विकास प्राधिकरणों/विशेष क्षेत्र विकास प्राधिकरणों के अधिकारियों को निम्नलिखित प्रशासनिक/मित्तीय अधिकार प्रत्यापोजित की गति है:-

अधिकारी जिन्हें ये अधिकार दिए जा रहे हैं

2.

1. प्राकलन तथा निविदाओं से संबंधित शक्तियाँ:-

निविदा तैयार करने की शक्ति निम्नानुसार होगी:-

रुपये 150 लाख से अधिक की निविदाओं	संचालक मण्डल
रुपये 120 लाख से अधिक तथा	अध्यक्ष
रुपये 150 लाख से कम	
रुपये 75 लाख से अधिक तथा	मुख्य कार्यपालन अधिकारी
रुपये 120 लाख से कम	
रुपये 40 लाख से अधिक तथा	मुख्य अभियंता/जहाँ मुख्य अभियंता न हो वहाँ अधीक्षक अभियंता
रुपये 75 लाख से कम	अधीक्षक अभियंता
रुपये 20 लाख से अधिक तथा	
रुपये 40 लाख से कम	कार्यपालन यंत्री
रुपये 20 लाख तक	

... निर्देशर... 121

1.

2.

१२१ अंश "धी", "ती" तथा "रक" के लिये

आयटम रेट/प्रदाय/रक सुत की रूपये 150 लाख से-अपर की निविदाये

संचालक मण्डल

आयटम रेट/प्रदाय/रक सुत की रूपये 120 लाख से रूपये 150 लाख तक की निविदाये

अध्यक्ष

आयटम रेट/प्रदाय/रक सुत की रूपये 40 लाख से रूपये 120 लाख तक की निविदाये

मुख्य कार्यपालन अधिकारी X

आयटम रेट/प्रदाय/रक सुत की रूपये 20 लाख से रूपये 40 लाख तक की निविदाये

मुख्य अभियंता/जहां मुख्य अभियंता न हो वहां अधीक्षण यंत्री

आयटम रेट/प्रदाय/रक सुत की रूपये 20 लाख तक की निविदाये

अधीक्षण यंत्री

आयटम रेट/प्रदाय/रक सुत की रूपये 10 लाख की निविदाये

कार्यपालन यंत्री

2. प्रशासकीय अनुमोदन तथा पुनरीक्षित प्रशासकीय अनुमोदन देने की शक्तियां:-

प्राधिकरण के निर्माण कार्य/परियोजनाओं/योजनाओं के प्रशासकीय अनुमोदन तथा पुनरीक्षित प्रशासकीय अनुमोदन प्रदान करने की शक्तियां निम्नानुसार होंगी:-

रूपये 100 लाख से अधिक के प्रकरण संचालक मण्डल
 रूपये 100 लाख तक के प्रकरण अध्यक्ष

टिप्पणी:- १११ तकनीकी स्वीकृति मुख्य अभियंता/अधीक्षण यंत्री द्वारा दी जायेगी.

११२ प्रांश्लन के विभाजन की स्वीकृति उती प्राधिकारी द्वारा दी जायेगी, जितने तकनीकी स्वीकृति प्रदान की हो.

(1)

1.	2.
॥ ठेकेदारों को पंजीकृत करने से संबंधित शक्तियों निम्नानुसार होंगी:-	
स-3 से स-5	अध्यक्ष
स-1 से स-2	मुख्य कार्यपालन अधिकारी
घी-खन	मुख्य अभियंता/अधीक्षण यंत्री
ली तथा डी श्रेणी	कार्यपालन यंत्री

4. अन्य शक्तियाँ:-

1.	2.
॥1॥ पदों का तृजन	राज्य शासन
॥2॥ अभिरिक्त कार्यभार ग्रहण करने पर विशेष भत्ता राज्य शासन के निधमानुसार	मुख्य कार्यपालन अधिकारी
॥3॥ विशेष कार्य के निष्पादन पर मान्यता स्वीकृत करना	राज्य शासन के पूर्व अनुमोदन से मुख्य कार्यपालन अधिकारी
॥4॥ वार्षिक वेतन वृद्धि/गतिकोष भत्तों की स्वीकृति/सी.पी.स्फ आहरण की स्वीकृति	मुख्य कार्यपालन अधिकारी
॥5॥ भवन निर्माण/मोटर कार/कम्प्यूटर हेतु अग्रिम की स्वीकृति	अध्यक्ष
॥6॥ मोटर साइकिल/स्कूटर/फ्रिज/मानसिं गलिन/ताईकिल हेतु अग्रिम की स्वीकृति	मुख्य कार्यपालन अधिकारी
॥7॥ यात्रा भत्ता बिल तथा चिकित्सा बिल स्थानीय चिकित्सा पर प्रति इत्ताक्षर	मुख्य कार्यपालन अधिकारी
॥8॥ आयलियोन उद्देश्य के लिये राज्य के बाहर यात्रा की स्वीकृति	राज्य शासन
॥9॥ प्रदर्शनों तथा सेमीनार पर व्यय की स्वीकृति (अधिकतम रु. 50000/- प्रति घिस्त पत्र)	अध्यक्ष

निरंतर... 48

- १०१ विभिन्न अवसरों पर सामाजिक, सांस्कृतिक और खेल संस्थानों को अनुदान की स्वीकृति राज्य शासन
- १११ प्राधिकरण के कार्य हेतु सत्काल व्यय की स्वीकृति एक बार में रुपये 10,000/- तक जोकि संपूर्ण वित्तीय वर्ष में रुपये 50,000/- तक सीमित होगा। मुख्य कार्यपालन अधिकारी
- ११२ आकस्मिक व्यय की स्वीकृति एक बार में एक मद में अनापूर्ति रु. 20,000/- एवं जायती रु. 5,000/- मुख्य कार्यपालन अधिकारी
- ११३ फर्निचर के क्रय पर व्यय की स्वीकृति अध्यक्ष
- ११४ प्रचार व्यय की स्वीकृति संपूर्ण वित्तीय वर्ष में केवल रुपये 10,000/- तक अध्यक्ष
- ११५ डेमेरेज/भारपेज तथा अभिलेखों के लगाने के नाम पर व्यय की स्वीकृति मुख्य कार्यपालन अधिकारी
- ११६ वाहन, कम्प्यूटर एवं इंटरनेट खरीदने या लगाने की स्वीकृति राज्य शासन
- ११७ टेलीफोन बिस्स खरीदने या लगाने की स्वीकृति मुख्य कार्यपालन अधिकारी
- ११८ भण्डार सामग्रियों, मशीनरी, उपकरण वाहन तथा फर्निचर जो मरम्मत के लायक नहीं हैं, उनके अपरोक्षण तथा निपटान की स्वीकृति संचालक मण्डल की अनुमति पर राज्य शासन
- ११९ वकीलों, कानूनी विशेषज्ञों तथा चार्टर्ड अकाउन्टेन्ट्स आदि की फीस का भुगतान करने की स्वीकृति मुख्य कार्यपालन अधिकारी/अध्यक्ष

20 प्राधिकरण के अधिकारी/ कर्मचारियों के बीच कार्य विभाजन, एक पद से दूसरे पद पर स्थानांतरण

मध्य कार्यपालन अधिकारी

नोट:- उपरोक्त सभी अधिकार राज्य शासन द्वारा समय-समय पर जारी आदेशों/निर्देशों के अधीन होंगे।

2/- यह आदेश जारी होने के दिनांक से प्रभावशील होगा।

मध्य प्रदेश के राज्यपाल के नाम से

तथा आदेशानुसार

03/08
30/9/99

॥ सतके० हुये ॥

अपर सचिव

मध्य प्रदेश शासन

आवात एवं पर्यावरण विभाग

संख्या 3-61/99/बत्तीन

भोपाल, दिनांक 30 सितम्बर, 1999

सिद्धांतमि:-

1. अध्यक्ष, समस्त विकास प्राधिकरण एवं विशेष क्षेत्र विकास प्राधिकरण, म.प्र.
2. मध्य कार्यपालन अधिकारी, समस्त विकास प्राधिकरण/विशेष क्षेत्र विकास प्राधिकरण, म.प्र. की ओर अग्रहित। कृपया अपने अधीनस्थ समस्त अधिकारियों को इस आदेश की प्रति उपलब्ध करायें।

03/08
30/9/99

॥ सतके० हुये ॥

अपर सचिव

मध्य प्रदेश शासन, आवात एवं पर्यावरण विभाग

INDORE DEVELOPMENT AUTHORITY
15-16, Jawahar Marg, Indore

NO. 8554/One-15/2D-86/Estab.

Indore, Dated 1-9-86

In Supercession of the existing powers delegated to various officers of the Pradhikaran vide order No. 7424/82 dated 12.5.82 revised powers are hereby delegated by Pradhikaran Resolution No. 107 dated 30.8.86 with effect from 1-9-1986.

[Handwritten Signature]
Chief Executive Officer
Indore Development Authority
Indore.

POWER - CHART

(Effective from 1-9-1986)

'A'

S.No.	Nature of Power	Chairman	C.E.O.	C.E.	Other officer	Extent of delegation for other officers.	Remarks
1.	Power to create casual labour post for period of not exceeding 75 days.	3.	4.	5.	6.	7.	8.
2.	To make appointments in w/c and contingent Estt. after observing normal procedure of recruitments.	-	Full	Full	-	-	-
3.	To make appointments in regular establishment.	Class II	Full for posts in his powers as per item no. 2.	Full for posts in his powers as per item no. 2.	-	-	-
4.	To sanction condonation of interruption of service.	Full	-	-	-	-	-
5.	Posting & transfer of officer.	-	Full powers in respect of class I, II & III.	Full as per item no. 2.	E.E.s	Full in respect of officials of the rank of sub-Enggs. & below under him.	-

1.	2.	3.	4.	5.	6.	7.	8.
To sanction Earned leave surrender leave (other than special disability).	C.E.O.	Full	-	Full for offi- cers working under him.	A.D.O.	For all class III & IV ministerial staff on the recommendation of branch officers.	
To sanction Casual Leave	-	Full	Full	All officers class I, II.	E.E. & all Br. officers & A.D.O.	Full in respect of class III & IV working under them.	
Power to grant per mission to leave head quarter	For C.E.O	All officers class I/II.	Full	E.Es & all Br. offi- cers.		Full in respect of persons to whom he is competent to sanction casual leave.	
To sanction overstayal of leave.	Full	Full in resp- ect of persons to whom he is competent to sanction leave.	Full	Full in res- pect of persons to whom he is competent to sanction leave.	E.Es & all Br. offi- cers.	As in col. (4) & (5).	
To permit to return to duty before expiry of leave granted.	Full	-do-	-do-	-do-	- do -	- do -	
To sanction special disability leave.	Full	-	-	-	-	-	
To sign Annual Grade Increment certificates.	-	-	-	-	Adm.Off.	Full	
To allow crossing of E.E. (excluding depu- tationists).	Full (for class I & II officers.	Full (for class I & class III & IV).	-	-	-	-	

2. 3. 4. 5. 6. 7. 8.

4. To sanction special pay in respect of combination of appointments upto Rs.20/-P.M. or 10 percent of the minimum of the additional posts which ever is greater (excl'd. Deputationists.). Full (for class III & IV). - Adm.off. Full
5. Power to pass salary bills - -do- -do-
6. To attest the entries of the service book. Full (for class III & IV). - Adm.off. Full
7. To sanction grant of conveyance allowance subject to rules of Pradhikaran. Full (for C.E.O) of class I,II, III & IV). - -do- -do-
8. To countersign Medical Reimbursement claims. - -do- -do-
9. To approve tour programme & countersigning of T.A. bills (for journees with in the State of Madhya Pradesh or outside. Full (for C.E.O.) - do - Adm.off. Class III & IV ministerial & Tech.staff.
10. To grant of daily allowance for halts at outstation exceeding 10 days. Full (for CEO) - do - -do-
11. To sanction advance of TA/pay -do- -do- -do-
12. To permit drawing of DA for halts on tours made on account of heavy rains floods & sickness. -do- -do- -do-

2. ----- 3. ----- 4. ----- 5. ----- 6. ----- 7. ----- 8. -----

To permit journeys by routes other than the shortest-route. Full (for CEO) Full in respect of class I, II, III & IV.

To permit an officer of a grade lower than the first to draw the actual cost of transit if required by superior Authority to travel by special means of conveyance, the cost of which exceeds the daily allowance (when daily allowance only is admissible) or mileage allowance under the rules. - do -

To permit employee to join further studies and appear in examinations. Full Full in respect of persons in his powers of appointments.

To sanction retirement of employees on superannuation. - do - - do -

To sanction pensions/Gratuity to employees entitled to the same under rules. Full - do -

To sanction exgratia payments. -do- - do -

To make payment of Advances to employees subject to observation of rules: Adm. Off. Full

(a) Festival Advance - -

	2.	3.	4.	5.	6.	7.	8.
(b) Grain Loan	-	Full	-	-	Adm.off.	Full	-
(c) Housing Build. Advance	-	Full	-	-	-	-	-
(d) Conveyance Advance	-	Full	-	-	-	-	-
(i) Motor Car	-	-	Full in respect of powers of appointments.	-	-	-	-
(ii) Motor cycle/Scooter	-	-	-	-	Adm.off.	Full	-
(iii) Bicycle	-	-	-	-	-	-	-
(iv) C.P.F. (i/c part final withdrawal excld. deputationists)	-	-	Full -do-	-	-	-	-
9. To sanction contingent expenses.	-	-	Full	-	Adm.off.	-	Full in respect of Elect. water telephone use charges for office expenditure respectively (except new connections).
10. To sanction honorarium/retainer fee to any person as remuneration for special or an occasional intermittent or permanent character.	-	Upto Rs.1,000/- per month.	-	-	-	-	-
11. (a) To sanction classified advertisement charges.	-	Full	-	-	E.Es.	-	Full in respect of tender notice (for work) issued by him.
(b) To sanction display advertisement.	-	Full	-	-	-	-	-
12. To sanction payments of unavoidable demurrage/wharfage.	-	Full	-	2,000/- in each individual case where no negligence on part of any official is involved.	E.Es.	-	Rs.100/- in each individual cases where no negligence on part of any official is involved.

	3.	4.	5.	6.	7.	8.
2. To sanction purchase of books & periodicals.	-	Full	Full	E. Es.	Upto Rs. 200/- in a year.	-
3. To sanction purchase of stationery, forms and rubber stamps.	-	Full	Full (for dra- wing stationary)	Adm. off. E. Es.	Rs. 100/- at a time in each case and Rs. 500/- in the year EEs (for drawings stationary only) & Ad./off. (for ordinary stationary only).	-
6. To sanction local printing of forms & registers etc.	-	Full	-	-	-	-
7. To sanction purchase of office furniture typewriters duplicators calculators and other similar equipments.	-	Full	-	-	-	-
8. To sanction petty repairs to office furniture, cycles typewriters duplicators & other similar equipments.	-	-	-	Adm. Off.	Full	-
9. To sanction hiring of building for office, garrages, showrooms residences etc. & entering into leases.	Full	-	-	-	-	-
10. To incur expenditure on entertainment in connection with official business of authority.	Full	Upto 1,000/- in each case	Upto 1,000/- in each case	-	-	-
11. To sanction allowances for supply of drinking water & dusting of offices at rates sanctioned by State Govt. from time to time.	-	Full	-	-	-7.

	3.	4.	5.	6.	7.	8.
To incur binding charges.	-	-	-	Adm. Off.	Full	
To sanction hiring of typewriters/ duplicators & other copying machines (1/c typing charges) when it is expedient to get the same done from market.	-	-	-	Adm. Off.	Full	
To sanction write off & disposal of old & unserviceable typewriters duplicators, Furnitures, bicycles etc. all Dead Stock.	-	Full	-	-	-	
To supply Liveries (summer & winter) to employees entitled under the rules framed by the Pradhikari.	-	Full	-	-	-	
To purchase bicycles for office use.	-	Full	-	-	-	
To sanction purchase of Umbrella/ water proof cap & hoods for use of employees entitled under the rules framed by the Pradhikari.	-	Full	-	-	-	
To incur expenditure in connection with Law charges.	-	-	-	-	-	
(a) Charges other than fees to be paid to legal practitioner.	Full	-	-	-	-	
			Upto Rs.500/- in each case except for cases in Supreme Court.			
(b) Charges on account of non-recurring fees to the legal practitioners.	Full subj- ect to Res. no.60 dt. 6.4.86.	-	-	-	-	
	Full subject to Res.no.60 dt. 6.4.1986.	-	-	-	-	

2.	3.	4.	5.	6.	7.	8.
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(c) Charges on account of recurring fees/honoraria to be paid to legal practitioners & other for professional services.
 Full

(d) To sanction sundry court expenses.
 Full

Law Officer Upto Rs.50/- in each case.

9. To write off irrecoverable amounts of Authority.

(i) Not due to theft, fraud or negligence.

Full Rs.100/-

(Remarks Col.) Items 49 & 50
 1. In respect of embezzlements of money/property of the Authority, provisions of Rule 95 of M.P. T.I.T. Rules 1965 to be followed.

2. Provided where the amount to be written off exceeds Rs.50/-, no write off will be sanctioned unless it has been established to the satisfaction that :

- i. The person from whom the amount is too poor to pay.
- ii. Such person had died and there is no likelihood of recovering the money from the heirs of property of the deceased.
- iii. Money or other property which has been lost through dishonesty shall not be written off without sanction of the Pradhikari if the amount of value exceeds Rs. 500/-.

(ii) Due to theft, fraud or negligence subject to enquiry.

Full Rs.100/-

2. ----- 9 ----- 8.
 3. ----- 7.
 4. ----- 6.
 5. ----- 5.
 6. ----- 4.
 7. ----- 3.
 8. ----- 2.

	Rs.500/- in each case	Rs.100/- in each case.			
0.	To write off irrecoverable dues of Authority such as rent service charges & other dues becoming irrecoverable.	-	-	-	-
1.	To dispose off by sale, fruits of trees, dead trees and other natural growth trees etc. on lands in charge of Authority.	-	-	Full	-
2.	To sanction appointment of chowkidars on Muster rolls/contingent establishment to look after the unoccupied buildings/lands of the Authority.	-	-	Full	-
3.	To grant permanent imprest.	-	full	-	-
4.	To grant temporary advances	-	-	-	Full
	(a) against passed vouchers	-	-	-	E. Es.
	(b) Without voucher having been passed.	-	Full	Full	-
5.	To sanction write off of blank Measurement Books.	-	-	Full	-
6.	To sanction the write off of blank forms Muster Rolls which may be missing or become useless from any cause & also the Muster Rolls on which attendance was entered but payment not made.	-	-	Full	-
7.	To sanction/authorise disbursement of wages of labour on Muster Rolls in anticipation of preaudit.	-	-	Full	-

.....10.

	1.	2.	3.	4.	5.	6.	7.	8.
58.	To authorise payments of Bills by cash, instead of, by cheque when this is necessary in the interest of the Authority.		Full	Upto Rs.1,000/-	Upto Rs.1,000/-	EES upto Rs.500/-		
59.	To make investment of Funds.		Full	-	-	-	(F.D.R.s will be encashed by CEO)	
60.	To sanction entertainment of special guards.		Full	-	-	-		
61.	To sanction Registration of contractors as per rules of Authority.				As per Resolution No.66 dated 6.6.1986.			
62.	To issue NO Objection Certificate regarding section 20 & 26, 27 of the U.L. Ceiling Act 1976.				As per Resolution No.64 dated 25.3.1985.			
63.	To Make Refunds of :-							
	i. E.M. Deposits in case of tenders rejected.		-	-	-	E.Es.	Full	Full in respect of contracts finalized by him.
	ii. Security deposit on satisfactory completion of conditions of contract.		-	-	Full	E.Es.	Full	
	iii. 75% Security deposit on completion of work if the amount of final bills is not minus after considering all recoveries, due and maintenance period as per terms of contract has expired.		-	-	Full	-	-	
	iv. Sewer & water connection deposits.		-	-	-	E.Es.	Full	
	v. Deposits for Registration of plots/flats etc.		-	Full	-	-	-	
	vi. Other deposits.		-	Full	Full	-	-11.

1.	2.	3.	4.	5.	6.	7.	8.
64.	To sanction payments of compensation for lands buildings etc. acquired through Revenue Deptt.	*	Full	-	-	-	-
65.	To sanction payment of decretal charges.	-	Full	-	-	-	-
66.	To sanction allotment of :- (a) building on hire purchase/rental basis subject to general or specific direction given by the Authority. (b) To lease out plots by negotiation at premium fixed by Authority subject to general or specific directions of the Authority. (c) To resume possession of plots/Lands. i. Transferred on concessional terms, if not used for the purpose for which given with in three years of transfer ii. Other cases	-	Full	-	-	-	-
	(d) To dispose of land by sale or exchange. i. To Govt. of India or State Govt. Depts. or Public Sector enterprises. ii. To holder of largest adjacent plots.	-	Full	-	-	-	-

1. 2. 3. 4. 5. 6. 7. 8.

iii. To a person whose property is to be abandoned to it the same in Authority layout in consequence to agreement for abandoning the same. Full

iv. To exchange Authority land with adjoining private or Govt. land for purpose of plots or for adjustment of the boundaries of private property acquisition of which is proposed to be abandoned. Full

67. To make drawing/disbursements signing of cheques etc. (a) Signing of cheques Full (b) Payment of Bills etc. Full

D.A. & E.E. Full (south) jointly. All officers! (i) Upto the limits of sanction accorded by them as per delegation. (ii) Bill for contingency expenses (i/o advertisements, stationery, telephone, water & electricity etc. charges will be pay ordered by the Adm./O on the basis of sanctions accorded by competent Authority.

68. To execute all types of agreement (Excl.) SALE DEEDS but including Lease Deed, hire purchase agreements etc.) Full

69. To execute sale deeds lease deeds of the plots/other property of Authority sold under competent sanction. Full

Estate/O To execute NOCs u/s 26 of Urban Land ceiling Act.

1.	2.	3.	4.	5.	6.	7.	8.
70.	To take action against attempts of encroachment & unauthorised constructions on the Authority's land.	-	-	-	E.Ps.	Full	
71.	To counter sign transfer entries	-	-	Full	D.A.	Upto Rs.10,000/-	
72.	To authorise refunds of Revenue.	Full	To the extent of Rs.5,000/- in each case.	-	-	-	
73.	To approve estimates for private development as per guide lines of the Authority.	-	-	Full	E.Ps.	Upto the limits they are empowered to accord technical sanction to estimates.	
74.	To issue completion certificates in respect of private development.	-	-	Full	-	-	
75.	To authorise issue of copies of various documents to public on payment of prescribed fees.	-	-	-	-	-	

As per Resolution No. 247 dated 19.12.85.

S.No.	Nature of Power	Chairman	C.E.O.	C.E.	Ex.Engg.	Astt.Engg.	Remarks
1.	2.	3.	4.	5.	6.	7.	8.
1.	To accord technical sanction to estimates/revised estimates (a) For works (L/C construction addition & alterations and surveys).	-	-	Full with- in amount of A.A.	2,00,000/-	20,000/-	(a) Subject to condition that the estimate does not exceed the amount of A, and upto 10% of if it is on stage estimate.
2.	For annual maintenance	-	-	Full	10,000/-	Upto sanctioned provisions in A.A. or maintenance allowance or in respect of building upto rebate for maintenance allowed for property tax.	
3.	To accord administrative approval to works (other than scheme to be approved by State Govt.) after approval of scheme as per provisions of M.P. Nagar Tatha Gram Nivesh Adhiniyam 1973.	Rs.10 lacs	Rs. 5 lacs	Rs.2 lacs.	-	-	
3.	To sanction estimates for purchase of new tools & Plants incld. mathematical instruments.	Full	Full	Upto Rs.10,000/- during the year.	-	-	

1. 2. 3. 4. 5. 6. 7. 8.

4.	To sanction estimates for repairs of survey & mathematical instruments.	-	-	Full	-	-
5.	To sanction estimates for losses on stock.	Full	-	-	-	-
6.	To sanction execution of deposit/contributory works.	Upto Rs.20 lacs	-	-	-	-
7.	To sanction alterations in the construction details of works during their execution subject to restrictions imposed if any.	-	-	Full powers subject to restrictions as per para 428 of PWD Manual Vol.I provided that such alterations do not cause an increase of charge beyond the amount of sch. and his power to detain with excess over estimate finally.	Full subject to restriction & provision mentioned in col.No. 4 in respect of estimates technically sanctioned by him.	As in Col.(6)
8.	To divert provision for contingencies in a sanctioned estimates for L.W works & repairs.	-	Full	Full	-	-
9.	To authorize commencement of urgent works & repairs in anticipation of sanction to estimates	-	-	Upto Rs. 50,000/-	-	-

2. ----- 3. ----- 4. ----- 5. ----- 6. ----- 7. ----- 8. -----

To pass excess over estimates.

Full within the amount of A.A. & upto 10% of A.A. if A.A. was on stage I estt. Upto 5% provided the amount of excess together with originally sanctioned amount does not exceed his powers of technical sanction.

As in Col. 6

a) to accept contract agreements after call of tenders (and follow up negotiations, if necessary) from registered contractors.

Rs. 40 lacs

Rs. 25 lacs

Rs. 10 lacs

Rs. 2 lacs

1. When tender other than lowest is proposed to be accepted case should be submitted to the next higher authority for orders.

b) Power to reject all tenders Full

-do-

-do-

-do-

2. Power of EEs are restricted that due to acceptance of higher rates over CSR no excess over A.A. should be caused by more than 20%.

3. On the recommendation of the tender committee.

To award work/w/o call of tenders at C.S.R. or below.

....p/

	1.	2.	3.	4.	5.	6.	7.	8.
(a) To register/unregistered contractor on w/o form.					Upto Rs. 1 lac.	Upto Rs. 10,000/- on CSR or below.		
(b) - do - on F. & E. Bills w/o agreement.						Upto Rs. 2,500/- in each case.		
13. To split up sanctioned estimates for purpose of calling tenders for awards of work or w/o system.					Full	Full (for estimates sanctioned by him.		
14. To purchase materials for works/stock.								
(a) By calling open tenders.	Full	Rs. 1 lac	Full	Rs. 1,00,000/-				(on the recommendation of the purchase committee).
(b) By calling limited tenders.	Full	Rs. 15,000/- for any one individual material proposed to be purchased at a time referred to Chairman for order if lowest tender is not considered acceptable.	Full	Rs. 15,000/- for any one individual materials proposed to be purchased at a time referred to Chairman for order if lowest tender is not considered acceptable.	Full	Rs. 2,500/- for individual materials proposed to be purchased at a time only (case to be referred for orders of C.E. if lowest tender not considered acceptable.		
15. To purchase tools of vehicles plants & machinery inclid. spare parts.								

	3.	4.	5.	6.	7.	8.				
calling open tenders	Full	Rs. 50,000/-	Rs. 50,000/-	-	-	-				
calling tenders/ single tender	-	Rs. 5,000/- (subject to pro- vision at I/14 (b) above.	Rs. 5,000/- (subject to pro- vision at I/14 (b) above.	-do-	-do-	-				
purchase stores without of tenders for works	}	}	}	}	}	}				
t controlled rates by Govt.							Full	Full	-	Full (for requi- rements of esti- mates sanctioned by him).
t rates approved by D.G.S.							Full	Full	-	-
t D rate contracts.							Full	Full	-	-
t negotiated rates of STC and M.P.Govt. undertakings.	-	Full	Full	-	-	-				
sanction advance payments to t/Semi Govt. undertakings, l bodies etc. for supply of materials (if conditions of ily include such a clause).	-	Full	Full	-	-	-				
sanction advance payments to S. & D rate contracts supp- ers, or sole authorised dis- putors or manufacture of ite approved by D.G.S. & D.	-	Full	Full	-	-	-				
sanction advance payment to M.P.E.B./Railway Authorities other Central/State Govt. tt. undertakings, if so re arments in connection with ks of Authority.	-	Full	Full	-	-	-				

	1.	2.	3.	4.	5.	6.	7.	8.
					RS.			
					2,500/-			
20.	To sanction payment of lumpsum for any item of works.	Full	-	-	-	Full	Full in respect of works technically sanctioned by him.	-
21.	To sanction payment of running bills against contractors.	-	-	-	-	Full	Full in respect of works technically sanctioned by him.	-
22.	To sanction payment of final bills.	-	-	-	Full	Full in respect of works technically sanctioned by him.	-do-	-
23.	To sanction payment of Muster Rolls.	-	-	-	-	Full	Full	-
24.	To sanction advances to contractors on security of imperishable materials brought to site of work upto 75% of cost thereof as assessed by him when contract is for completed items of works on execution of indemnity bond in form C.P.W.A. 31.	-	-	-	Full	Full in respect of contracts accepted by him.	-	-
25.	To sanction advance payment upto 75% contractors against Running bills, pending check in office if checking is likely to be delayed (subject to fulfilment of conditions in para 10.2.18 of CPW Code)	-	-	-	Full	Full	-	-

1. 2. 3. 4. 5. 6. 7. 8.

26.	To declare all types of stores incl. tools & plants, office equipments furniture etc. as surplus/unserviceable & to fix their reserve/resale price incl. sanction to write off & prescribing mode of their disposal.	Full	Full	10,000/- during the year.	-	-	-
27.	To sanction sale of stores when this can be done without inconvenience at full cost plus 10% supervision charges (except controlled commodities). a) to Govt. Deptt./undertakings local lodies, etc. b) to private persons.	Full	Full	25,000/-	-	-	-
28.	To sanction expenditure in connection with carriage & handling of stock.	-	Full	5,000/-	-	-	-
29.	To sanction sale by dismantlement of building & other property of Authority acquired under any scheme for implementing the same.	Full	-	-	-	-	-
30.	To sanction rates/schedule of rates for works of the Authority incl. rates of wages of labour.	-	-	Full	-	-	-

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	1.	2.	3.	4.	5.	6.	7.	8.
31.	To sanction expenditure and to approve rates for repairs and maintenance of plants & machinery & vehicles without call of tenders.	Full	Full	Full	Rs. 6,000/- for each plant and vehicle during the year.	Upto Rs. 3,000/- during the year for each vehicle/plant.		
32.	To approve replacement of battery tyres and tubes of vehicles.	Full	Full	Full				
33.	To make petty purchase of materials required for works in urgent cases without call of tenders.		15,000/-	3,000/-	3,000/-	1,000/-	500/-	Certificate of reasonableness of rates will be given by the officer sanctioning the purchase.
34.	To approve transport jobs in urgent cases without call of tenders.			Full	Full	500/-	100/-	

Notes:-

1. The delegation of above powers is subject to budget provision and the condition that the Chairman shall have over-riding powers to stay, review or cancel any order given by the office of the Authority.
2. All policy matters including undertaking of new schemes and deviations from Master Plan etc. will be decided by the Pradhikari.
3. All cases exceeding the limits as per powers delegated above and cases where no delegation is made will be decided by the Pradhikari.
4. Departmental Committees may be constructed by the Chairman/C.E.O. and C.E. upto the limit of powers given to them & subordinate officers. In respect of all other cases the Pradhikari shall be the constituting authority.
5. Appeals against the orders of all officers subordinate to C.E.O/C.E. shall lie with C.E.O. or C.B. and second appeals shall lie with Chairman whose decision shall be final.
6. First appeal against orders of the C.E.O. or C.E. shall lie with the Chairman and second appeal shall lie with the Pradhikari whose orders shall be final.


Chief Executive Officer,
Indore Development Authority,
Indore.

OFFICE OF THE INDORE DEVELOPMENT AUTHORITY

15-16, Jawahar Marg, Indore

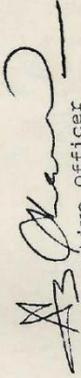
Dated 6th Sept. 1986.

No. 1-15/19-86/Estt./8667

Copy of the Power Chart 1986 forwarded to:-

1. Chief Project Engineer,
2. Chief Engineer, / Archt. Planner
3. City Planner / Engineers / All Asstt. Engineers
4. All Executive Engineers / Asstt. Estate Off.
5. Estate Officer / Asstt. Law Officer,
6. Law Officer / Asstt. Law Officer,
7. Administrative Officer,
8. Divisional Accountants,
9. P.A. cum Steno, / Asstt. Off. Supdt.,
10. Office Supdt. / Asstt. Grade I & II
11. All U.P.C.s

for necessary action.


Administrative Officer
Indore Development Authority

Indore

Ch./