

F.No.: 1/59/2006/Admin/CIC
केन्द्रीय सूचना आयोग
Central Information Commission
बाबा गंगनाथ मार्ग, मुनिरका / Baba Gangnath Marg, Munirka
नईदिल्ली, New Delhi - 110067

New Delhi, the 30 January, 2020

OFFICE MEMORANDUM

In pursuance of delegation of financial power of a Department of the Central Government to the Chief Information Commissioner, Central Information Commission vide DoP&T's letter No. 4/26/2007-IR dated 28.07.2015 and under the provision contained in Rule 13(2) and 14 of the Delegation of Financial Power Rules 1978, Additional Secretary, CIC and Deputy Secretary (General Administration), CIC are declared as the "Head of Department" and "Head of Office" respectively to exercise financial powers for incurring Contingent and Miscellaneous Expenditure as per attached Annexure 'A' with immediate effect.

2. These delegated financial powers shall be exercised keeping in view Rules and Regulations as laid down in Annexure to Schedule V and Schedule VI of Delegation of Financial Powers Rules, 1978 and also as per the provisions of General Financial Rules (GFR) 2005 and other rules and regulations in force from time to time.
3. This supersedes earlier order even no. dated 02.08.2019.
4. This has the approval of Competent Authority.


30/01/20

(Rahul Rastogi)

Joint Secretary (Admn)

Copy to:

1. PPS to CIC
2. PPS to ICs
3. PPS to Secretary, CIC
4. PA to Addl. Secretary.
5. JS (Admn)/JS (MR)/JS (Law)/ JS (P&B)/ Registrar (Consultant).
6. All Deputy Secretaries/Dy. Registrars/Designated officers.
7. PAO (CAT), CIC, Old JNU Campus, New Delhi
8. RTI Cell/CR/Dak Section/Library/DDO/Legal Cell/Record Room/Cash Section
9. Concerned task holders
10. Guard File

1/59/2006/Admin/CIC

Dated: 30.01.2020

S. No.	Item of Expenditure	Power Delegation			
		Head of Office (HoO)		Head of Department (HOD)	
1	Contingent Expenditure (Sch-V) and Miscellaneous Expenditure (Sch-VI)	Recurring	Non-Recurring	Recurring	Non-Recurring
		Rs. 10,000 in each case	Rs. 20,000 in each case	Rs. 2 Lakhs in each case	Rs.10 Lakhs in each case
2	Statutory Payments & Personal Claims such as reimbursement of tuition fees, briefcase charges telephone bills/ claims, newspapers/ magazines/charges, conveyance, entertainment charges and orderly charges to Information Commissioners	Full Power		-	
3	Rent for Office Accommodation	-		Full Power	
4	Postal and Telegraph Charges	Full Power		-	
5	Electric, Gas & Water Charges	Full Power		-	
6	Maintenance of Office Building	-		Full Power	
7	Medical Reimbursement	Upto Rs. 2000/- for OPD and Rs. 5000/- for IPD		Full Power	
8	Expenditure incurred for hiring of taxi for official use	-		Full Power	
9	Payment to the Outsourced staff/Consultants/ Legal staff/Housekeeping staff	-		Full Power	
10	Advances/Withdrawal of GP Fund amount	As per GPF Rules		As per GPF Rules	
11	Recoupment of Imprest Account	Full Power		-	
12	Expenditure on domestic help -reg. post retirement benefits to CICs/ICs	Full Power		-	