

केन्द्रीय सूचना आयोग  
Central Information Commission  
बाबा गंगनाथ मार्ग / Baba Gangnath Marg  
मुनिरका / Munirka, नई दिल्ली/ 110067-New Delhi 110067

F.No. 1/59/2006/Admn/CIC

Dated-31.05.2018

**Office Order**

In pursuance of Commission's OM No. 1/59/2006/Admn/CIC dated 21.12.2016 and under the provision contained in Rule 13(2) and 14 of the Delegation of Financial Power Rules 1978, Shri A.C. Patel, Joint Secretary (P&B) is declared as the "Head of Department" for incurring Contingent and Miscellaneous Expenditure as per Annexure 'A' during the period of leave of Shri R. K. Singh, Additional Secretary (CIC) from 04.06.2018 to 11.06.2018.

2. These delegated 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 GFR 2005 and other rules and regulations in force from time to time.

*Stat. P. Sen*  
(S P Beck) 31.05.18

Joint Secretary (Admn)

**Copy to :-**

1. PPS to CIC/ICs
2. PS to Secretary
3. PS to Addl. Secretary
4. PS to Registrar(Consultant)
5. JS(Admn)/JS(MR)/JS(Law)/JS(P&B)
- 6. Js(MR) for ensuring uploading of order on Commission's website
7. All Deputy Secretaries/Deputy Registrars/Designated Officers.
8. Cash Section/DDO/RTI Cell/Legal Cell/Library/CR-I/CR-II/Dak Section
9. PAO, CAT, CIC Club building, Old JNU Campus, Ber Sarai, New Delhi – 110067.
10. Guard file.

S. No.	Item of Expenditure	Power Delegation			
		Head of Office (HoO)		Head of Department (HOD)	
		Recurring	Non-Recurring	Recurring	Non-Recurring
1	Contingent Expenditure (Sch-V) and Miscellaneous Expenditure (Sch-VI)	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		-	

*Stat. Sec.*  
31.05.2018