

भारत सरकार/Government of India
परमाणु उर्जा विभाग/Department of Atomic Energy
राजा रामन्ना प्रगत प्रौद्योगिकी केंद्र/Raja Ramanna Centre for Advanced Technology
इंदौर/Indore-452013

नवम्बर/November 21, 2024

संशोधन क्र. # 2 / AMENDMENT NO. # 2
(प्रत्यायोजन आदेश डी-01-2023 / DELEGATION ORDER D-01-2023)

In partial modification to the Delegation Order D-01-2023 dated 31/03/2023, the following category stands amended with immediate effect:

Financial and Administrative powers delegated to Head, Laser Biomedical Applications Division (LBAD) in matters related to RRCAT Medical Centre are withdrawn and delegated to Group Director of Medical Division and Head, Medical Division as per Annexure attached.

(a) Table of Annexure -III : Amended


21/11/2024

(उन्मेष डी. मालशे / Unmesh D. Malshe)

निदेशक / Director

वितरण/Distribution:

डीएससी/एससीआर के सदस्य/Members of DAC/SCR

प्रभागों/अनुभागों/प्रयोगशालाओं के प्रमुख/Heads of Divisions/Sections/Labs.

Annexure-III

The Annexure – III of the above delegation order is amended as follows:

DELEGATION OF POWERS FOR MEDICAL DIVISION, RRCAT

(Rs. In lakhs)

Sr. No.	Nature of power delegated	Authority to whom power is delegated						Procedure/ conditions under which the delegated power should be exercised
		GD of Medical Division	Head, MD	Head, RMSS	CMO	In-charge RMC/MC CC	Medical Officers	
1.	a) Purchase of medicines (Non-proprietary)	100.00	50.00	25.00	25.00	5.00	2.00	1. The expenditure will be subject to CHSS rules prescribed by DAE. 2. Services of IRP&SU/ DPS may be utilized for procurement. 3. Emergency requirements may be met by cash purchases under prescribed limits 4. Group Director of Medical Division & Head, Medical Division shall be budget coordinator for RMC.
	b) Proprietary	50.00	25.00	10.00	10.00	0.00	0.00	
2.	Authorizing reimbursement of the cost of medicines not available in dispensary to CHSS beneficiaries	Full	Full	NIL	Full	1.00	0.25	
3.	Emergency purchase of medicines, medical devices and dental materials	5.00	2.00	1.00	1.00	0.25	Nil	Where the value of item/s of similar nature to be purchased at a time exceeds Rs.25,000/-, at least 3 quotations should be obtained from agencies.
4.	Powers to sanction advance and incur expenditure for cash purchase of materials required for RMC including petty stationery stores and lab coats etc.	0.05	0.05	0.05	0.05	0.05	Nil	1. NON-AVAILABILITY CERTIFICATE from the Stores should be obtained. 2. Quantities required should not be split in order to maintain the total cost of individual purchases. 3. All such cases of cash purchase must be entered in RMC Stores Register.
5.	Issue of medical certificate of fitness on initial appointment	NIL	NIL	NIL	Full	Full	Nil	

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		GD of Medical Division	Head, MD	Head, RMSS	CMO	In-charge RMC/MC CC	Medical Officers	
6.	Issue of Medical sickness and fitness certificate	NIL	NIL	NIL	Full	Full	Full	
7.	Powers for referral to empaneled hospital, clinics and Diagnostic Centers and complete treatment including implants, surgeries etc.	NIL	NIL	NIL	Full	Full	Full	Authorized AMAs are also authorized to refer the patients to empaneled hospitals, clinics and Diagnostic Centers.
8.	Approval of bills from empaneled Hospitals, clinics and Diagnostic Centers	75.00	50.00	NIL	NIL	NIL	NIL	On recommendation of CMO / In-charge, RMC
9.	Powers of a Controlling Officer for the purpose of TA/ Leave Rules. (The duties of controlling officers are explained in SR-195)	Full	Full	NIL	NIL	NIL	NIL	
10.	Powers of Controlling Officers for local journey	Full	Full	Full	NIL	NIL	NIL	1. Expenditure to be incurred for bonafide official work. 2. If more than one official is deputed to work at the same place and time, conveyance should be shared. 3. Total monthly reimbursement in individual case to be restricted as per ceilings prescribed. Mode of journey to be regulated as per entitlements.

राजा रामन्ना प्रगत प्रौद्योगिकी केंद्र/ *Raja Ramanna Centre for Advanced Technology, Indore*

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प्रत्यायोजन आदेश डी- 01-2023 दिनांक 31 मार्च, 2023 / DELEGATION ORDER D-01-2023 DATED MARCH 31, 2023

Sr. No.	Nature of power delegated	Authority to whom power is delegated						Procedure/ conditions under which the delegated power should be exercised
		GD of Medical Division	Head, MD	Head, RMSS	CMO	In-charge RMC/MC CC	Medical Officers	
11.	Grant of all kinds of leave due and admissible such as EL, HPL, Commuted Leave, Maternity Leave, Paternity Leave, Child Care Leave, EOL on Medical grounds and/or without Medical Certificate and Personal reasons (including casual leave / Special CL in lieu of restricted holidays) but excluding* special Casual leave for participation in sports and cultural activities/ Union & Association meetings / family planning / Blood donation / Natural Calamities, Bandh, Curfew, failure of transport etc. / Election / Sp.CL to differently abled employee / WRIL / Child Adoption Leave / study leave / EOL abroad which requires approval of Head of Office / Head of Department / DAE, as the case may be.	Full	Full	NIL	NIL	NIL	NIL	
12.	Power to sanction expenditure on entertainment of distinguished foreign & Indian guests, and in connection with official business.	Rs. 5000 p.m.	Rs. 1000 p.m.	Rs. 500 p.m.	Rs. 500 p.m.	Rs.300 p.m.	Nil	1. Entertainment is primarily in connection with lunch/dinner/refreshments during official meetings 2. Entertainment should not be lavish but it should be commensurate with the dignity of the guests. 3. Subject to budget provisions and economy instructions issued by Govt./ Ministry of Finance from time to time. 4. At the time of bill settlement, a certificate shall be furnished stating that expenditure towards entertainment for the month has not exceeded the limit. Else approval of next higher authority should be obtained.

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Sr. No.	Nature of power delegated	Authority to whom power is delegated						Procedure/ conditions under which the delegated power should be exercised
		GD of Medical Division	Head, MD	Head, RMSS	CMO	In-charge RMC/MC CC	Medical Officers	
13.	Sanction of Over Time Allowance	Full	Full	NIL	NIL	NIL	NIL	Expenditure on O.T. is kept to the minimum possible. Payment of overtime should be resorted to only under unavoidable circumstances.
14.	Approval of indent & purchase for furniture, fixtures, air conditioners, water coolers, water purifiers and refrigerators.	25.00	2.00	NIL	NIL	NIL	NIL	1. Powers delegated will be subject to para 6.2.1 and other conditions and instructions laid down in Annexure to Schedule-I of the Exercise of Financial Powers (DAE) Rules, 1978 wherever applicable. 2. Funds should be available in the approved budget to meet the expenditure. 3. Concurrence of Internal Finance of RRCAT shall be obtained before procurement. 3. The purchase of furniture should be in accordance with the approved norms of RRCAT and functional need. 5. Quantity assessment and vetting of technical specifications of ACs to be done by C&SD.
15.	Approval of Petty Purchase	1.00	0.25	0.10	NIL	NIL	NIL	Petty Purchase Procedure to be followed
16.	<u>CONTRACTS</u>							
I.	Rate contract for procurement of Medicines/Surgical items/Orthopedic appliances and consumables.	100.00	50.00	NIL	NIL	NIL	NIL	* Wherever possible physical rate contract of DPS is to be utilized. Rate contract to be concluded through Open/Public Tender only.
II.	Rate/Running contract for cashless procurement of Medicines/Surgical items/ Orthopedic appliances through Outsource Pharmacy.	100.00	50.00	NIL	NIL	NIL	NIL	Rate/Running contract to be concluded through Open/Public Tender only.

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Sr. No.	Nature of power delegated	Authority to whom power is delegated						Procedure/ conditions under which the delegated power should be exercised
		GD of Medical Division	Head, MD	Head, RMSS	CMO	In-charge RMC/MC CC	Medical Officers	
III.	Contracts for technical activities and outsourcing of services (Rule 197 of GFR 2017)	Full	NIL	NIL	NIL	NIL	NIL	Work to be carried out / contract to be concluded after observing normal procedures as per purchase / Works procedure. No manpower shall be hired through outsourcing.
IV.	Repair of Medical Equipments/Physiotherapy machines/photocopier, printers, fax machines and other office equipments not under AMC	5.00	0.25	NIL	NIL	NIL	NIL	1. Repair works to be carried out after following due procedure as per Minor Fabrication. 2. If not done through OEM or his authorized dealer, minimum 3 quotations to be obtained for repairs above Rs. 25000/-.
V.	Repair/Maintenance/upgradation of Computers, peripherals, OS and Communication Networks including software related contracts. (Not included in AMC)	5.00	1.00	NIL	NIL	NIL	NIL	1. Computers include workstations, industrial PCs and laptops. 2. In case of repair /maintenance, confirmation about equipment, not included in centralized AMC to be obtained from Computer Division.