

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

फरवरी/February 18, 2026

प्रत्यायोजन आदेश डी-01- 2026 / DELEGATION ORDER D-01-2026

In supersession of all previous Delegation Orders, the Financial and Administrative powers delegated to officials of RRCAT stand revised with effect from 18 February, 2026 to the extent indicated in the salient features of the delegation order and the annexures (I to VII) to this Delegation Order enclosed herewith.

विराज भणगे
18.02.2026

(विराज प. भणगे/ Viraj P. Bhanage)
निदेशक/Director

वितरण/Distribution:

डीएसी/एससीआर के सदस्य/Members of DAC/SCR

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

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

प्रत्यायोजन आदेश डी-01-2026 दिनांक 18 फरवरी, 2026 / DELEGATION ORDER D-01- 2026 DATED 18 February, 2026

Salient features for Implementation of Delegation Order D-1-2026 dated 18/02/2026:

In supersession of all previous Delegation Orders, the financial powers delegated to officials of RRCAT, Indore are detailed below:

1. Authorities shall strictly adhere to the financial limits and procedures prescribed. Any approval beyond the delegated limits shall be the sole responsibility of the concerned officer.
2. The exercise of these powers will be subject to availability of funds and in accordance with the rules, regulations, guidelines, procedures etc. as are applicable from time to time. Consultation and concurrence of Internal Finance shall invariably be obtained wherever applicable.
3. Process flow for procurement of **stores & equipment** has been brought out in the Annexure-I & II indicating the required level of recommendation and approvals.
4. Process flow for **Service Contracts** has been brought out in the Annexure-III indicating the required level of recommendation and approvals.
5. Purchase Committee and SPC defined in the DAE OM dated 06.11.2025 shall be Purchase Sub-Committee (PSC) and Purchase Committee (PC) respectively for RRCAT. Similarly, Tender Committee for Works Contracts shall be Works Committee for RRCAT.
6. Financial powers for other subjects are detailed in Annexure- IV.
7. Powers related to RRCAT Medical Centre (RMC) have been detailed in Annexure – V
8. Financial powers delegated to Chief Engineer, SEs and EEs for execution of **Works** are detailed in Annexure-VI.
9. Regional Director, IRP&SU will exercise the powers of Head of Division, apart from the powers delegated by Director, DPS.
10. When there is no JC (F&A) posted at RRCAT, DCA will exercise the powers delegated to JC (F&A) at RRCAT and shall be the Financial Advisor of the Centre. Similarly when there is no Chief Medical Officer posted at RRCAT, In-charge, RMC will exercise the powers delegated to CMO, however Head, Medical Division shall be the budget coordinator for RMC.
11. **Purchase of Laptops and Cameras (excluding CCTV cameras) will require prior approval of Director Advisory Committee (DAC).**
12. Essential restrictions / pre-requisites have been included in the Remarks column.

विराज भणगे
18.02.2026
(विराज प. भणगे/ Viraj P. Bhanage)
निदेशक/Director

All Group Director/ All Associate Group Director
HoDIS/ Heads of Sections/ Heads of Labs
Regional Director/ Joint Controller (F&A)/Chief Administrative Officer/
Administrative Officer-III/ In-charge, RMC/ DCSSO
Secretary, PSC/PC/SCEC/RRCAT Council



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Table-I: Approving / Recommending Authorities in RRCAT with respect to Indents Approval

Annexure – I

Sl. No.	Approving Authority	Financial Limit	Recommending Body	Remarks / Conditions
A. Proprietary Indents				
1	Heads of Labs	Nil	—	Extant purchase procedure to be ensured
2	Heads of Sections	Nil	—	—
3	Heads of Divisions / Independent Sections	Up to ₹25 lakhs	—	—
4	Associate Director	Up to ₹75 lakhs	Group Board above ₹25 lakhs	—
5	Directors of Groups	Up to ₹150 lakhs	Group Board above ₹25 lakhs; DAC above ₹50 lakhs	—
6	Director, RRCAT	Up to ₹800 lakhs	Group Board above ₹25 lakhs; DAC above ₹50 lakhs; RRCAT Council above ₹400 lakhs (<i>As information item</i>)	—
B. Non-Proprietary Indents				
1	Heads of Labs	Up to ₹10 lakhs	—	Extant purchase procedure to be ensured
2	Heads of Sections	Up to ₹35 lakhs	—	—
3	Heads of Divisions / Independent Sections	Up to ₹75 lakhs	—	—
4	Associate Director	Up to ₹200 lakhs	Group Board above ₹75 lakhs	—
5	Directors of Groups	Up to ₹500 lakhs	Group Board above ₹75 lakhs; DAC above ₹300 lakhs	—
6	Director, RRCAT	Up to ₹1500 lakhs	Group Board above ₹75 lakhs; DAC above ₹300 lakhs; RRCAT Council above ₹1200 lakhs (<i>As information item</i>)	—

- 1) Nonproprietary indents above Rs. 75 lakhs will require concurrence of Group Board and those above Rs. 300 lakhs will require approval of DAC.
- 2) Proprietary indents above Rs. 25 lakhs will require concurrence of Group Board and those above Rs. 50 lakhs will require approval of DAC
- 3) Proprietary Article Certificate in the prescribed format is to be provided for all indents of proprietary nature in concurrence with finance.
- 4) PCS vetting is mandatory for all the indents concurred by Group Boards.

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Table-II: Approving / Recommending Authorities in RRCAT with respect to Procurement Approvals **Annexure – II**

Sr. No.	Approving Authority	Nature of Indent / Tendering Conditions	Financial Limit	Recommending Body
1	Heads of Labs	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Nil	—
		(b) Limited tender with multiple suitable offers	Nil	—
		(c) Open tender with multiple suitable offers	Up to ₹ 10 lakhs	—
2	Heads of Sections	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Nil	—
		(b) Limited tender with multiple suitable offers	Nil	—
		(c) Open tender with multiple suitable offers	Up to ₹ 35 lakhs	—
3	Heads of Divisions / Independent Sections	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Up to ₹ 25 lakhs	—
		(b) Limited tender with multiple suitable offers	Up to ₹ 35 lakhs	—
		(c) Open tender with multiple suitable offers	Up to ₹ 75 lakhs	---
4	Associate Directors of Groups	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Up to ₹ 75 lakhs	PSC above ₹ 50 lakhs
		(b) Limited tender with multiple suitable offers	Up to ₹ 100 lakhs	PSC above ₹ 50 lakhs
		(c) Open tender with multiple suitable offers	Up to ₹ 200 lakhs	PSC above ₹ 75 lakhs
5	Directors of Groups	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Up to ₹ 150 lakhs	PSC above ₹ 50 lakhs; PC above ₹ 100 lakhs
		(b) Limited tender with multiple suitable offers	Up to ₹ 200 lakhs	PSC above ₹ 50 lakhs; PC above ₹ 100 lakhs
		(c) Open tender with multiple suitable offers	Up to ₹ 500 lakhs	PSC above ₹ 75 lakhs; PC above ₹ 200 lakhs
6	Director, RRCAT	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Up to ₹ 800 lakhs	PSC above ₹ 50 lakhs; PC above ₹ 100 lakhs; RRCAT Council above ₹ 400 lakhs
		(b) Limited tenders with multiple offers	Up to ₹ 1200 lakhs	PSC above ₹ 50 lakhs; PC above ₹ 100 lakhs; RRCAT Council above ₹ 900 lakhs
		(c) Open/Public tenders with multiple offers	Up to ₹ 1500 lakhs	PSC above ₹ 75 lakhs; PC above ₹ 200 lakhs; RRCAT Council above ₹ 1200 lakhs



मि. राज मिश्रा

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Table-III: Approving / Recommending Authorities in RRCAT with respect to Service Contract Approvals

Annexure - III

Sr. No.	Approving Authority	Nature of Indent / Tendering Conditions	Financial Limit	Recommending Body
1	Heads of Sections	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Nil	—
		(b) Limited tender with multiple suitable offers	Nil	—
		(c) Open tender with multiple suitable offers	Up to ₹ 2 lakhs	—
2	Heads of Divisions / Independent Sections	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Nil	—
		(b) Limited tender with multiple suitable offers	Up to ₹ 2 lakhs	—
		(c) Open tender with multiple suitable offers	Up to ₹ 10 lakhs	—
3	Associate Directors of Groups	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Up to ₹ 5 lakhs	—
		(b) Limited tender with multiple suitable offers	Up to ₹ 15 lakhs	—
		(c) Open tender with multiple suitable offers	Up to ₹ 25 lakhs	—
4	Directors of Groups	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Up to ₹ 10 lakhs	—
		(b) Limited tender with multiple suitable offers	Up to ₹ 25 lakhs	SCEC above ₹ 15 lakhs (see Note-1 below)
		(c) Open tender with multiple suitable offers	Up to ₹ 50 lakhs	SCEC above ₹ 25 lakhs
5	Director, RRCAT	(a) Proprietary / Nominated / Single / Negotiated tender or single resultant offer	Up to ₹ 50 lakhs	SCEC above ₹ 10 lakhs; RRCAT Council above ₹ 25 lakhs
		(b) Limited tenders with multiple offers	Up to ₹ 100 lakhs	SCEC above ₹ 15 lakhs; RRCAT Council above ₹ 75 lakhs
		(c) Open/Public tenders with multiple offers	Up to ₹ 200 lakhs	SCEC above ₹ 25 lakhs; RRCAT Council above ₹ 100 lakhs

1) Note: Please refer to the Office Order number D-68-2025 dated 31.12.2025 for Service Contract Evaluation Committee (SCEC)

विराज मजूम



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Annexure- IV

(₹ In lakhs)

DELEGATION OF POWERS TO VARIOUS AUTHORITIES IN RRCAT, INDORE

Sr. No	Nature of power delegated	Authority to whom Power is delegated					Recommending Bodies			Procedure/ conditions under which expenditure toward delegated power should be exercised.
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	Group Board (GB) & Technical Evaluation Committee (TEC)	Director Advisory Committee (DAC) on the recommendation of GB		
1	Procurement of Stores & Equipment	₹	₹	₹	₹	₹	₹	₹		1. Extant purchase procedure to be ensured. 2. Purchase should not result in accumulation of huge stock. 3. Specific provision should be made for the purchase of major items in the approved budget. 4. Concurrence of the corresponding Project Coordinator should be obtained. 5. TEC shall review all deviations requested by the indentors, in addition to its regular assignments, and submit its recommendations for approval. 6. All indents recommended by the Group Boards shall be submitted to PCS for vetting and PCS shall clear the indents within 7 working days. 7. Quantities required shall not be split to avoid going to next higher authority. 8. Non-proprietary Indents above Rs. 1200 lakhs and proprietary indents above Rs. 400 lakhs shall be put up to RRCAT Council as Information item. 9. Proprietary Article Certificate in the prescribed format is to be provided for all indents of proprietary nature in concurrence with finance and approval of indent approving authority.
A	Approval of Indent (Non-Proprietary)	10.00	35.00	75.00	200.00	500.00	> 75.00	> 300.00		
B	Approval of Indent (Proprietary)	0.00	0.00	25.00	75.00	150.00	> 25.00	>50.00		



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Sr. No	Nature of power delegated	Authority to whom Power is delegated					Recommending Bodies			Procedure/ conditions under which expenditure toward delegated power should be exercised.
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	Purchase Sub-Committee (PSC)	Purchase Committee (PC) on the recommendation of PSC	RRCAT Council on the recommendation of PC	
C	Approval of Purchase (Public Tender with multiple offers)	10.00	35.00	75.00	200.00	500.00	>75.00	> 200.00	> 1200.00 and up to 1500.00	
D	Approval of purchase through Limited Tender	0.00	0.00	35.00	100.00	200.00	> 50.00	> 100.00	> 900.00 and up to 1200.00	
E	Approval of Purchase (Proprietary/single/nominated/negotiated) (including resultant single offer against Open/Public Tender)	0.00	0.00	25.00	75.00	150.00	> 50.00	> 100.00	>400.00 and up to 800.00	
F	Approval of indent & purchase for furniture, fixtures, air conditioners, water coolers, water purifiers and refrigerators.	0.00	0.00	5.00	20.00	50.00				<ol style="list-style-type: none"> 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. The purchase of furniture should be in accordance with the approved norms of RRCAT and functional need. 4. Quantity assessment and vetting of technical specifications of ACs to be done by C&SD. 5. Chief Engineer shall have full powers for procurement of air conditioners under Works Contracts.
	Purchase of Battery operated two/ three/	0.00	0.00	0.00	0.00	10.00				<ol style="list-style-type: none"> 1. Vehicle shall be used solely for material handling and will not be taken



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Sr. No	Nature of power delegated	Authority to whom Power is delegated					Recommending Bodies			Procedure/ conditions under which expenditure toward delegated power should be exercised.
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	Purchase Sub-Committee (PSC)	Purchase Committee (PC) on the recommendation of PSC	RRCAT Council on the recommendation of PC	
	four wheelers for material handling purposes and not requiring RTO registrations.									out of RRCAT Campus. 2. CAO shall exercise the powers of GD.
H	Purchase of Photocopier and Desktop PC including Computer Peripheral, OS and software	0.00	0.00	5.00	10.00	20.00				1. Procurement of desktop PCs with specifications other than those uploaded on the RRCAT InfoNET shall require the approval of the GD.
I	Approval of Petty Purchase for procurement of Scientific Equipment and consumables for research purpose only.	0.10	0.25	1.00	1.50	2.00				1. These powers are to be used only when the required goods are not available on Government e-Marketplace (GeM) and to be supported with GeMARPTS report. 2. Maximum limit for common use items shall be Rs. 50,000/- only. 3. No purchase is allowed in foreign currency. 4. Petty Purchase Procedure available on RRCAT Infonet to be followed.
J	Approval of Minor Purchase for procurement of Scientific Equipment and consumables for research purpose only.	0.00	0.00	5.00	10.00	15.00				1. These powers are to be used only when the required goods are not available on Government e-Marketplace (GeM) and to be supported with GeMARPTS report. 2. Maximum limit for common use items shall be Rs. 5,00,000/- only. 3. Procurement of items above Rs. 15 lakhs and up to Rs. 25 lakhs shall require the approval of Director, RRCAT. 4. No purchase is allowed in foreign currency. 5. Minor Purchase Procedure available on RRCAT Infonet to be followed.



विकास मन्त्रालय

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

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(₹ In lakhs)

Sr.No	Nature of power delegated	Authority to whom Power is delegated					Recommending Bodies (Concurrence of Internal Finance shall be obtained irrespective of value)		All service contracts shall be concluded through GeM
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	Service Contract Evaluation Committee (SCEC)	RRCAT Council	
2	Service Contracts								Procedure/ conditions under which expenditure toward delegated power should be exercised. <ol style="list-style-type: none"> 1. Prescribed Minor Fabrication & repair procedure should be followed. 2. Pre-repair assessment should be done preferably by the OEM or their authorized representative. 3. Repairs include on-site repair, repair at the factory/office of the OEM or representative, through Net/Remote access to machine/ equipment/ sub-assembly/ component, and for charges to the OEM for consultancy towards the repair of equipment/ machine. 4. No manpower shall be hired through outsourcing.
A	Powers to sanction expenditures on 1. Repair of lab and other equipments 2. Minor fabrication and mechanical jobs including charges for pre-repair assessment, 3. Contracts for technical activities and out-sourcing of services (Rule 197 of GFR 2017) except Hiring of Vehicles & CAMC/AMC								
	Open Tender	0.00	2.00	10.00	25.00	50.00	Above Rs. 25 lakhs	Above Rs. 100 lakhs and up to Rs. 200 lakhs	
	Limited Tender	0.00	0.00	2.00	15.00	25.00	Above Rs. 15 lakhs	Above Rs. 75 lakhs and up to Rs. 100 lakhs	
	Proprietary/single/nominated/ negotiated (including	0.00	0.00	0.00	5.00	10.00	Above Rs. 10 lakhs	Above Rs. 25 lakhs	

विराज शर्मा



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Sr.No	Nature of power delegated	Authority to whom Power is delegated					Recommending Bodies (Concurrence of Internal Finance shall be obtained irrespective of value)		All service contracts shall be concluded through GeM
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	Service Contract Evaluation Committee (SCEC)	RRCAT Council	
	resultant single offer against Open/Public Tender)							and up to Rs. 50 lakhs	Procedure/ conditions under which expenditure toward delegated power should be exercised.
B.	Hiring of Vehicles against Open/Public tender with multiple offers	0.00	0.00	0.00	0.00	0.00	Above Rs. 10 lakhs	Above Rs. 100 lakhs and up to Rs. 200 lakhs	CAO shall exercise the powers up to Rs. 10 lakhs for each occasion in consultation with internal finance and after following the due procedure.
C	Repair of photocopier, printers, and other office equipments not under AMC	0.00	0.00	0.25	0.50	5.00			1. Repair works to be carried out after following due procedure as per Minor Fabrication.
D	Repair/Maintenance/upgradation of Computers, peripherals, OS and Communication Networks including software related contracts. (Not included in AMC)	0.00	0.00	1.00	3.00	5.00			1. Computers include workstations, industrial PCs and laptops. 2. Confirmation about equipment not included in centralized AMC to be obtained from Computer Division.
E	Repair/ Maintenance of Battery operated two/ three/ four wheelers including replacement of battery	0.00	0.00	0.25	1.00	3.00			1. Repair works to be carried out after following due procedure. 2. If not done through OEM or his authorized dealer minimum 3 quotations to be obtained for repairs above Rs.25000/-.
F	Powers to sanction expenditure on AMC/CAMC except PCAMC								1. AMC/CAMCs for Service Category available under GeM shall be utilized. 2. AMC Procedure available on RRCAT Infonet to be followed.



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		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	Service Contract Evaluation Committee (SCEC)	RRCAT Council		
									Procedure/ conditions under which expenditure toward delegated power should be exercised.	
	Open Tender	0.00	2.00	10.00	25.00	50.00	Above Rs. 25 lakhs	Above Rs. 100 lakhs and up to Rs. 200 lakhs		
	Limited Tender	0.00	0.00	2.00	15.00	25.00	Above Rs. 15 lakhs	Above Rs. 75 lakhs and up to Rs. 100 lakhs		
	Proprietary/single/nominated/ negotiated) (including resultant single offer against Open/Public Tender)	0.00	0.00	0.00	5.00	10.00	Above Rs. 10 lakhs	Above Rs. 25 lakhs and up to Rs. 50 lakhs		
G	Repair/Maintenance of departmental vehicles	Concerned Head entrusted with the responsibility for repair/maintenance of departmental vehicles.							1. To be taken up only by the Division entrusted by Director, RRCAT. Presently Head, DMTD. 2. Financial power up to 0.50 lakhs per vehicle on each occasion shall be exercised by Head, DMTD and beyond that GD, TDSG will have powers up to Rs. 2.00 lakhs per vehicle on each occasion.	

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Sr.No	Nature of power delegated	Authority to whom Power is delegated					Admin/Accts			Procedure/ conditions under which delegated power should be exercised.
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	AO-III/ DCA	JCFA	CAO	
3	General									
A	Emergency Purchases	0.00	0.00	0.00	5.00	10.00	0.00	0.00	0.50	1. Cases where delay in receipt of stores will result in shut- down of any operating Plant/ important equipment/machine, or affect the uninterrupted activity of a Project. 2. Where the value of an item/s of similar nature to be purchased at a time exceeds Rs. 50,000/- quotations should be obtained from at least 3 firms.
B	Powers to sanction advance and incur expenditure for cash purchase of materials required for maintenance of work-shop/ laboratory/ offices, including petty stationery stores and lab coats.	0.00	0.05	0.05	0.05	0.05	0.05	0.05	0.05	1. NON-AVAILABILITY CERTIFICATE from the Stores for stationary and cosmetic items should be obtained. 2. Quantities required should not be split in order to maintain the total cost of individual purchases. 3. Cash purchase settlement must be stamped with security. 4. Not be operated in respect of Foreign purchases
C	Direct settlement to vendors	0.00	0.00	0.00	0.00	0.10	0.00	0.10	0.10	1. NON-AVAILABILITY CERTIFICATE from the Stores for stationary & cosmetic items should be obtained. 2. Where the value of an item /items of similar nature to be purchased at a time exceeds Rs. 5000, quotations should be obtained from at least 3 agencies. 3. Quantities required should not be split in order to maintain the total cost of individual purchases. 4. Security stamps shall be ensured in all cases of cash purchase. 5. Not to be operated in respect of a. Foreign purchases



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										b. Where the nature of transaction makes it necessary for issue of regular purchase order.
D	Supply of uniforms, badges and other articles, clothing etc. to Security/Fire & Safety Personnel and sanctioning of their washing allowance.	NA	NA	NA	NA	NA	NA	NA	50.00	1. Subject to the guidelines and norms issued by GOI/ DAE / RRCAT from time to time. 2. Services of IRP&SU/DPS may be utilized for procurement.
E	Approving reimbursement of registration fee for members participating in symposium/ training	0.00	0.00	0.00	0.00	2.00				Only for Conferences / Symposium / training etc held in India
F	Power to sanction expenditure on entertainment of distinguished foreign & Indian guests, and in connection with official business.	0.00	0.00	Rs 1000 p.m.	Rs 2000 p.m.	Rs 5000 p.m.	Rs1000 p.m.	Rs.1000 p.m.	Rs. 5000 p.m.	1. Where the ceiling is exceeded, approval of the Group Director/ Director RRCAT has to be obtained. 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. from time to time. 4. At the time of bill settlement a certificate may be furnished stating that expenditure towards entertainment for the month has not exceeded the powers delegated. Else approval of next higher authority should be obtained. 5. Orders issued by Ministry of Finance on subject matter from time-to-time may be adhered to.
G	Contingent Expenditure in connection with the working of the Divisions and Laboratories									1. Expenditure should not be of an unusual nature. 2. Expenditure not to involve departure from the prescribed scales or rules and instructions issued from time to time by Government of India as adopted or modified by DAE. 3. Subject to items being available within the Divisional budget. 4. List of items of expenditure debitable to



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	a)Recurring	0	0	0.10	0.25	0.50	0.05	0.10	0.10	contingencies is as under: a.Repair of furniture and fixtures b.Petty works and repairs c.Postal charges d.Printing and binding e. Repairs and renewal of machinery, where the expenditure is not of capital nature f. Purchase of stationery, stores, etc. g. Repair of water cooler, refrigerator, filter/purifier etc not covered by warranty and not under a centralized maintenance contract. Quotations above Rs. 25000 to be obtained from minimum 3 bidders.
	b) Non-recurring	0	0	0.20	0.50	1.00	0.10	0.10	0.20	
H	Printing, Binding, Subscription of journals etc, Purchase of books and standards for SIRC	Head Computer Division/SIRC will have full powers subject to the conditions indicated in remarks column.								1) Purchase of books, standards etc and subscription to periodicals, journals, etc for SIRC will require recommendation of Incharge SIRC duly approved by the Committee for SIRC (Library). 2) Purchase should be done within the limit of approved budget. 3) Purchase should not result in over stocking.
I	Authorizing payments of leased lines rents for internet links including delayed charges	Full powers to Director TD & SG on recommendation of Head Computer Division.								Payment as per the laid down procedure.
J	Authorizing payment of PRI (Primary Rate Interface)	Head, Computer Division up to Rs. 2.00 lakhs per month and Director, TDSG above Rs. 2.00 lakhs per month.								Payment as per the laid down procedure.

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(₹ In lakhs)

Sr.No	Nature of power delegated	Authority to whom Power is delegated					Admin/Accts				Procedure/ conditions under which delegated power should be exercised.	
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	AO- III/DCA	JCFA	CAO	DCS O		
4	Administrative											
A	Powers of a Controlling Officer for the purpose of TA Rules. (The duties of controlling officers are explained in SR-195). Conveyance charges and incidental expenses on carriage of records, equipments, etc. (On tour)	Nil	Nil	For officers and staff working under him/her including self	For officers and staff working under him/her including self	For officers and staff working under him/her including self	For officers and staff working under him/her (excluding self)	For officers and staff working under him/her (including self)	For officers and staff working under him/her (including self)	For officers and staff working under him/her (excluding self)	For officers and staff working under him/her (excluding self)	Guidelines issued by Department/DAC from time to time with respect to economy measures shall be followed in supersession of these powers.
B	Powers of Controlling Officers for local journey	Nil	Full powers for officers and staff working under them	Full powers for officers and staff working under them	Full powers for officers and staff working in the group (in the absence of GD)	Full powers for officers and staff working under them	Full powers for officers and staff working under them	Full powers for officers and staff working under them	Full powers for officers and staff working under them	Full powers for officers and staff working under them	Full powers for officers and staff working under them	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. 4. Mode of journey to be regulated as per entitlements.
C	Grant of all kinds of leave due and admissible such as EL, HPL, Commuted Leave, Maternity Leave,	Only Casual leaves and C-	For staff and officers	For staff and officers working	For staff and officers working in the Group	For staff and officers working in the Group.	For Staff up to Assistant level	For staff and officers working	For staff and officer	For Staff up to Sr.	For Staff up to Sr.	The sanction of leave shall in all cases be subject to the fulfilment of the conditions laid down in the CCS (Leave) Rules. CL should not be granted for more

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		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	AO-III/DCA	JCFA	CAO	DCS O	
	Paternity Leave, Child Care Leave, EOL on Medical grounds and/or without MC 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.	off in respect of officers and staff working under them	working under them	under them	(in the absence of GD)		under them	s working under them	Security Guard (SSG) level	than 5 days at any one time except under special circumstances. Normally C-off should be granted within one month of its becoming due and not more than two days C-off should be allowed at a time. Relaxation in special circumstances can be made with the approval of HoDIS.	
D	Sanction of Over Time Allowance	Nil	Nil	Full powers for staff working	Full powers for staff working under them	Full powers for staff working under them	Nil	Full powers for staff working	Full powers for staff	Full powers for officer	Expenditure on O.T. is kept to the minimum possible. Payment of overtime should be resorted to only under unavoidable circumstances.



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Sr.No	Nature of power delegated	Authority to whom Power is delegated					Admin/Accts				Procedure/ conditions under which delegated power should be exercised.
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	AO- III/DCA	JCFA	CAO	DCS O	
				under them				under them	working under them	s and staff working under them	
E	Powers of Head of Department under FRs/SRs, HBA Rules, GFRs, GPF/CPF, Leave Rules, SC/ST Rules and orders, FR45-A&B, Rule 18 of CCS(Conduct) Rules, LTC Rules, CSMA Rules and Re-employment of Army Pensioners orders (Ref. D-5-90 dated 23.7.90)						Full powers for grant of LTC advance and its final settlement, grant of GPF advances		Full Power to the extent and subject to the conditions laid down in the relevant rules		
F	Powers of Head of office as per EFPR, DAE (Ref. D-3-90 dated 08.06.90 & D-6-90 dated 13.09.90)						Full to AO III				
G	Write-off of losses: a) Irrecoverable losses of stores or of public money (including loss of stamps) due to theft, fraud or	Nil	Nil	Nil	Nil	0.10	Nil	Nil	Nil	Nil	1. The loss should not disclose defects in rules or procedures 2. Consultation with finance shall be necessary



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Sr.No	Nature of power delegated	Authority to whom Power is delegated					Admin/Accts				Procedure/ conditions under which delegated power should be exercised.
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	AO- III/DCA	JCFA	CAO	DCS O	
	negligence.										
	b) In all other cases	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	
	c) Deficiencies and depreciation in the value of stores included in the stock and other accounts	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	
H	Declaration of stores as surplus or obsolete or unserviceable.	Nil	Nil	Nil	5.00	10.00	Nil	Nil	Nil	Nil	1. Disposal of all such store will be through DPS 2. Declaration shall be based on the recommendation of the Survey & Disposal Committee, RRCAT and after scrutiny and clearance by finance.
I	Refund of cancellation charges in respect of air tickets solely due to official reasons	Nil	Nil	Nil	Nil	Full powers in respect of officials under their group, including foreign travel	Nil	Nil	Nil	Nil	1) When the cancellation of air-ticket is due to no-show of the officer or non-cancellation of the air-ticket in time involving substantial loss of air-ticket fare, such cases will be put up with detailed justifications to Director, RRCAT. 2) Cancellation should be in public interest or due to official reasons
J	Powers for the purpose of CSMA Rules.	NA	NA	NA	NA	NA	AO-III Full for Ayurvedic & Homeopathy	NA	NA	NA	Head of Department (Director RRCAT) on recommendation of Head of Office.
K	Purchase of bicycle/ Motor Assisted pedal	NA	NA	NA	NA	NA	Nil	NA	Full	NA	1. Powers delegated will be exercised subject to para 6.2.1 and subject to the conditions,

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Sr.No	Nature of power delegated	Authority to whom Power is delegated					Admin/Accts				Procedure/ conditions under which delegated power should be exercised.
		Head of lab	Head of Section	HODIS/ RD/ CAO / JCFA	Associate Director	Group Director	AO- III/DCA	JCFA	CAO	DCS O	
	cycle (MOPED)/ Scooty, motorcycle & Car										instructions laid down in Annexure to Schedule-1 of the Exercise of Financial Powers (DAE) Rules, 1978 wherever applicable. 2. Funds should be available in approved budget to meet the expenditure.
L	Hiring of Conveyance	NA	NA	NA	NA	NA	NA	NA	Full	NA	Expenditure not listed in this schedule if required to be incurred, the limits laid down in Schedule-1 of EFP (DAE) Rules, 1978 will apply.
M	Medical Examination charges and other charges incidental to deputation of staff abroad	NA	NA	NA	NA	NA	NA	NA	Full	NA	Contingent Expenditure within India in connection with foreign travel approved by DAE.
N	Settlement of News Paper bills, telephone related bills and postal charges including delayed charges	NA	NA	NA	NA	NA	Full (AO-III only)	NA	Full	NA	News Paper contract shall be finalized by Administration and settlement of bills based on contract shall be approved by concerned Division Heads.
O	Payment of Petrol, Diesel, Lubricant / Oil charges	NA	NA	NA	NA	NA	Full	NA	Full	NA	
P	Sanction of Rent, municipal rates and taxes etc	NA	NA	NA	NA	NA	NA	NA	Full	NA	
Q	Purchase of reference books for Sections/Divisions	NA	500	1000	2000	5000	1000	2000	2000	500	Only reference books related to working of Sections/Divisions



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Annexure- V

DELEGATION OF POWERS FOR MEDICAL DIVISION, RRCAT

(₹ 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) b) Proprietary	150.00 75.00	75.00 50.00	35.00 10.00	35.00 10.00	5.00 0.00	2.00 0.00	1. The expenditure will be subject to CHSS rules prescribed by DAE. 2. Services of IRP&SU/ DPS may be utilized for procurement.
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 requirements may be met by cash purchases under prescribed limits 4. Group Director& Head, Medical Division shall be budget coordinator for RMC.
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	
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.



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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	
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.
11.	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.



बिनाम अंगी

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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	
12.	<u>CONTRACTS</u>							
I.	Rate contract for procurement of Medicines/Surgical items/Orthopedic appliances and consumables.	150.00	75.00	NIL	NIL	NIL	NIL	Wherever possible rate contract of DPS is to be utilized. Rate contract to be concluded through Open/Public Tender only subject to availability of authority for rate contract at unit level.
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.
III.	Contracts for technical activities and outsourcing of services related to RMC (Rule 197 of GFR 2017)	25.00	NIL	NIL	NIL	NIL	NIL	1. Work to be carried out/ contract to be concluded after observing normal procedures as per purchase / Works procedure. 2. No manpower shall be hired through outsourcing.
IV.	Repair of Medical Equipments/Physiotherapy machines and other medical accessories	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/-.

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Annexure-VI

(₹ In lakhs)

Sr.No	Nature of power delegated	Authority to whom Power is delegated			CE RRCAT on the recommendation of		Procedure/ conditions under which expenditure toward delegated power should be exercised.
		Executive Engineer in consultation with internal finance	Superintending Engineer in consultation with internal finance	Chief Engineer in consultation with internal finance	Works Committee	RRCAT Council	
1	Works Contracts						
A	Open Tender/Limited Tender	10.00	200.00	1000.00	Above Rs. 1000 lakhs	Above Rs. 2000 lakhs and up to Rs. 4000 lakhs	(a) All work proposals irrespective of value shall have the concurrence of Works Coordination Committee (CSD). (b) Design and location shall be concurred by Works Coordination Committee. (c) The expenditure on the work shall be met within the approved budget in consultation with internal finance.
B	Single/Nominated/Negotiated Tender	0.00	20.00	200.00	Above Rs. 200 lakhs	Above Rs. 400 lakhs and up to Rs. 800 lakhs	
C	Award of work without call of tender	0.00	1.00	10.00	-	-	Should be resorted to only on rare occasion with full justification
D	Authorizing payments of Electricity, Gas & Water bills	0.00	0.00	Full as per actuals			As per extant procedure



निराज शर्मा

APAR Closure Structure in RRCAT

Grade Pay / Level	Accepting Authority	Communicating Authority	Competent Authority	Retaining Authority
DS / (Level 16)	Director, RRCAT	Director, RRCAT	Chairman, AEC	Chairman, AEC
OS / (Level 15)	Director, RRCAT	Director, RRCAT	Chairman, AEC	Chairman, AEC
SOH / (Level 14) HoD / HoIS	Director, RRCAT	Group Director	Chairman, AEC	Director, RRCAT
SOH / (Level 14)	Group Director	Group Director	Director, RRCAT	Director, RRCAT
SOG / (Level 13A)	Group Director	Group Director	Director, RRCAT	Director, RRCAT
SOF / (Level 13)	Group Director	Group Director	Director, RRCAT	Director, RRCAT
₹ 7,600 / (Level 12)	Group Director	HoD, HoIS	Director, RRCAT	Group Director
₹ 6,600 / (Level 11)	Group Director	HoD, HoIS	Director, RRCAT	Group Director
₹ 5,400 / (Level 9 & 10)	Group Director	HoD, HoIS	Director, RRCAT	Group Director
₹ 4,800 and below/ (Level 1 to 8)	HoD, HoIS	HoD, HoIS	Group Director	HoD, HoIS



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