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SCHEDULE X

DELEGATION OF POWERS TO HEADS OF DIVISION WHERE THE STRENGTH OF SCIENTISTS WORKING IN THE DIVISION IS NOT LESS THAN TEN

S.	Nature of power	Extent of power to HODs	Remarks
1.	Power to require a medical certificate of fitness before return from leave (FR 71)	Full, if he is empowered to grant leave	
2.	Power to sanction Casual Leave	Full, excluding for himself	
3.	Power to sanction Earned Leave (SR 206 & 208)	Full in respect of personnel working under his administrative control and in cases where no officiating arrangement will be required	
4.	Power to extend leave (FR 73)	Full powers, provided the original leave was sanctioned by the HOD and the employee on his return will be under his administrative control	
5.	Power to restrict the frequency and duration of journeys (SR 63)	Full powers	
6.	Power to accept a certificate signed by any registered medical practitioner as evidence of the fitness of an employee of non-gazetted status to return to duty (SR 213)	Full powers	
7.	Power to grant maternity leave (SR 267)	Full powers subject to provisions of SR 267	
8.	Power to grant hospital leave (SR 269)	Full powers	
9.	To sanction tour programme and counter signature of TA bills	Full powers for all working under him excluding self	
10.	Power to sanction reimbursement of cancellation charges on unused railway tickets	Full powers for all working under him excluding self	
11.	Printing and binding	Upto Rs. 30,000/- p.a. subject to the availability of funds in the sanctioned budget for printing of publications	
12.	(a) Local purchase of stationery stores	Upto Rs. 10,000 p.a. for local purchase on account of delay or/and non-supply of stationary stores by Chief Controller of Printing & Stationery, Govt. of India, subject to availability of funds and also, observance of the prescribed procedure	Subject to availability of funds
13.	(b) Local purchase of rubber stamps & office seals	Full	
14.	Purchase of working stores, chemicals, glasswares, tools, plant and equipments, insecticides, including consumables for research work	Rs. 50,000/- in each case	Subject to availability of fund.
15.	Maintenance of Computer and the computer laboratory	Upto Rs. 25,000/- p.a. including cost of stores, and other material required for maintenance.	Subject to availability of funds

**Schedule-IX**

F. No. 19 (3)/96-CSC

Dated the 23<sup>rd</sup> May, 1996**Sub: Delegation of Powers to the Principal Investigators of the Ad-hoc Schemes.**

The Indian Council of Agricultural Research (ICAR) sponsors and supports a large number of short term result oriented ad-hoc schemes which aim at filling critical gaps in the scientific field and in the resolution of problems limiting production in Agriculture, Animal Husbandry, Fisheries etc. These schemes are undertaken by ICAR Institutes, State Agricultural Universities and other Universities/Organizations capable of undertaking research in the above areas. The Council meets 100% expenses of the scheme from the A.P. Cess Fund.

Having regard to the need for speedy attainment of objectives in a time-bound manner, particularly in such ad-hoc schemes, the Council is pleased to delegate the powers equivalent to those delegated to the heads of the divisions to the Principal Investigators of the ad-hoc scheme as presented in the Schedule of Delegation of Powers with immediate effect. These delegated powers will be exclusively exercised in respect of the specific ad-hoc schemes only sanctioned by the Council to the Principal Investigators.

The Principal Investigators will also have powers to appoint Research Associates provided in the scheme as well as engaging contract labour on contractual basis for specific job, in consultation with administrative wing of the Institute, keeping in view the latest instructions

of the Govt./ICAR on the subject and within budgeted provisions.

Sd/-

**(G.S. SAHNI)  
SECRETARY**

1. All Directors of the Research Institutes/NRCs/PDS.
2. All DDGs and ADGs, ICAR.
3. PPS to DG, ICAR.

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**Schedule-X**

**POWERS OF THE HEAD OF OFFICE**

<b>Sl.No.</b>	<b>Nature of Power</b>	<b>Extent of Power</b>	<b>Subject to Rules</b>
1.	Advance for the purchase of bicycle	Full	GFR-15 (2)
2.	Advance for the purchase of Warm Clothing	-do-	GFR-33
3.	Advance for purchase of Table fan	-do-	GFR-38-A
4.	Advance in connection with the Transfer and Retirement (pay & T.A.)	-do-	GFR-39
5.	Powers of Sanctioning Adv. in connection with Tour	-do-	GFR-48
6.	LTC Advance	-do-	GFR-52 (1)
7.	Festival Advance	Full	GFR-53
8.	Advance in connection with visits to Hill Station	-do-	GFR-63
9.	Advance in connection with Natural Calamities	-do-	GFR-64
10.	Advance in connection with a lawsuit	-do-	GFR-72
11.	Advance in lieu of Leave Salary	-do-	GFR-76
12.	Advance to the families of employees who die while in service.	-do-	GFR-79
13.	TA to the family of deceased employee	-do-	GFR-82
14.	Contingent Advance to employees upto Rs. 2000/-	-do-	GFR-292