



## उत्तराखण्ड वन विकास निगम

(शिविर कार्यालय प्रबन्ध निदेशक)

अरण्य विकास भवन, 73-नेहरू रोड, देहरादून, दूरभाष :-0135-2657610, फैक्स :-0135-2655488

पत्रांक: एम0डी0सी0 1799 /

दिनांक: 21 जून 2016

### स्थायी आदेश

उत्तराखण्ड वन विकास निगम के अन्तर्गत वित्तीय अधिकारों के प्रतिनिधायन तथा फील्ड निरीक्षण के दौरान स्थानीय अधिकारियों के द्वारा प्रकाश में लायी गयी व्यवहारिक कठिनाईयों तथा इस सम्बन्ध में गठित समिती द्वारा प्रस्तुत संस्तुति के क्रम में इस कार्यालय के पत्रांक ए0- 6820/अधिकारों का प्रतिनिधायन दिनांक 21-02-2015 व इससे पूर्व इस सम्बन्ध में निर्गत किए गए उत्तराखण्ड वन विकास निगम के अन्तर्गत वित्तीय अधिकारों के प्रतिनिधायन के समस्त आदेशों को निरस्त करते हुए उत्तराखण्ड वन विकास निगम के अन्तर्गत वित्तीय अधिकारों के प्रतिनिधायन सम्बन्धी आदेश (संलग्नक) दि0 01-07-2016 से प्रभावी लागू होंगे।

संलग्नक : यथोपरि।

(एस0टी0एस0 लेष्वा)  
प्रबन्ध निदेशक

पत्रांक: 1799 / / दिनांकित

प्रतिलिपि:- निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

1. महाप्रबन्धक (उत्पादन/कुमाऊँ मण्डल), उत्तराखण्ड वन विकास निगम।
2. समस्त क्षेत्रीय प्रबन्धक, उत्तराखण्ड वन विकास निगम।
3. समस्त प्रभागीय प्रबन्धक (निचोजन/विपणन) शिविर कार्यालय, 30व0वि0नि0, देहरादून।
4. समस्त प्रभागीय लौगिंग प्रबन्धक/प्रभागीय विपणन प्रबन्धक, उत्तराखण्ड वन विकास निगम।
5. समस्त लेखाधिकारी, उत्तराखण्ड वन विकास निगम।
6. गार्ड फाईल।

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प्रबन्ध निदेशक

**3-A. Delegation of Financial & Administrative Power to the Various Officer of Uttarakhand Forest Development Corporation**

**(a) FINANCIAL POWERS:- (In Rupees)**

SL NO	Items	G.M		R.M		D.L.M.		D.S.M		Stipulation	Ref
		Existing	Revised	Existing	Revised	Existing	Revised	Existing	Revised		
	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.
1.	Item of capital expenditure(tool s, machines & Plants)	40,000	3,00,000	20,000	1,00,000	5,000	5,000	5,000	5,000		
2.	Hot & cold weather expenditure	20,000	35,000	10,000	20,000	2,500	10,000	2,500	10,000		
3.	Maintenance of stores plants and machinery										
	(A) purchase of stores	40,000	3,00,000	20,000	50,000	5,000	10,000	5,000	10,000		
	(B) Repair & maintenance plants, machinery, Depot, building, b/wall, Wire Fencing, Electricity.	1,00,000	1,50,000	50,000	1,00,000	20,000 (Maximum 1,00,000 for the whole year)	30,000 (Maximum 1,50,000 for the whole year)	20,000 (Maximum 1,00,000 for the whole year)	30,000 (Maximum 1,50,000 for the whole year)		
4.	Disposal of corporation produce by auction or tender or lease.	To sanction auction sale down to 50% below the prescribed	To sanction auction sale down to 50% below the prescribed floor price	To sanction auction sale down to 25% below the prescribed	To sanction auction sale down to 25% below the prescribed	Broad Leaves- <u>Rs.3,00,000</u> Conifers- Rs.3,50,000	Broad Leaves- <u>Rs.4,00,000</u> Conifers- Rs.4,50,000	Broad Leaves- <u>Rs.3,00,000</u> Conifers- Rs.3,50,000	Broad Leaves- <u>Rs.4,00,000</u> Conifers- Rs.4,50,000	In case of the D.S.M & D.L.M the limit refer to the value of Floor Price	
5.	Construction of new road and bridge.	40,000	5,00,000	20,000	3,00,000	-					
6.	Repair and maintenance of bridge & road and temporary construction of road & bridges.	80,000	3,00,000	40,000	1,00,000	5,000	25,000	5,000	25,000		

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Effective 01 July 2016

SL. NO	Items	G.M.		R.M.		D.L.M.		D.S.M.		Stipulation	Ref
		Existing	Revised	Existing	Revised	Existing	Revised	Existing	Revised		
2.		3.	4.	5.	6.	7.	8.	9.	10.	11.	12.
7.	Declaration of:-										
	(a) Machine, Tools, stores as unserviceable and written off	1,00,000	1,50,000	50,00	1,00,000	10,000	10,000	10,000	10,000		
	(b) Forest produces material loss.	1,00,000	1,00,000	50,000	50,000	-	-	-	-		
8.	Dismantling and selling of temporary building/bridges.	40,000	3,00,000	20,000	1,00,000	5,000	25,000	5,000	25,000		
9	Award sanction of excess over approved estimate of works		10%		5%	-	-	-	-		
10	Approval of tenders and execution of contract for work.	Full powers	Full powers	Full powers	Full powers	Full powers	Full powers	Full powers	Full powers	With in the prescribed norms.	
11	Sanction of work. Advance (contract)	Full powers	Full powers	Full powers	Full powers	Full powers	Full powers	Full powers	Full powers	Up to Solvency limit	
12	Purchase of technical Books publication etc.	10,000	20,000	5,000	10,000	2,500	5,000	2,500	5,000	For the whole year..	
13	Consultancy charges And pleader fees	1,00,000	1,00,000	20,000	50,000	5,000	5,000	5,000	5,000	Per case	
14	Grant reward to informers in case of theft of corporation produce.	10,000	20,000	5,000	10,000	5,000	5,000	5,000	5,000	Corporation employees excluded.	

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SL NO	Items	G.M.		R.M.		D.L.M.		D.S.M.		Stipulation	Ref
		Existing	Revised	Existing	Revised	Existing	Revised	Existing	Revised		
	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.
15	Sanction of rewards to villagers on extinguishing, detecting and preventing fires in depots and forests.	5,000	20,000	2,000	10,000	500	1,000	500	1,000		
16	Sanction of pay and T.A, L.T.C., H.T.C. as per service rule	D.L.M/ D.S.M.& self	D.L.M/ D.S.M.& self	D.L.M/ D.S.M.& self	D.L.M/ D.S.M.& self	Up to Logging Officers & Self	Up to Logging Officers & Self	Up to Logging Officers	Up to Logging Officers	-	
17	Maintenance of cash book.	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	-	
18	Imposition of penalty	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	According to the terms & conditions of the contract.	
19	Insurance of Timber & other stocks and vehicles against theft and fire accident.	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers		
20	Expenditure (a) Hospitality to district official of Forest Department	20,000	50,000	10,000	25,000	5,000	7,500	5,000	7,500	-	
	(b) Ceremonial occasions and entertainment.	5,000	20,000	2,500	25,000	1,000	2,000	1,000	2,000	-	
	(b) Courtesy and refreshment in timber auction	-	-	-	5000			A Grade Depo-2,000 B&C-1,500	- A Grade Depo-3,000 B&C-2,500	Per Auction day	
21	Publication of sale notices in news papers etc.	20,000	Full Powers	10,000	Full Powers	5,000	15,000	5,000	15,000	As per approved rates of Information Department	

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SL NO	Items	G.M.		R.M.		D.L.M.		D.S.M.		Stipulation	Ref
		Existing	Revised	Existing	Revised	Existing	Revised	Existing	Revised		
	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.
22	(i) Expenditure on :	1,00,000	5,00,000	60,000	4,00,000					For whole year	
	(a) Printing					1,00,000	-	1,00,000	-		
	(b) Stationary					40,000	1,00,000	40,000	1,00,000		
	(c) Telephone					30,000	50,000	30,000	1,00,000		
	(d) postage					-	5,000	-	5,000		
	(i) Office					25,000	25,000	25,000	25,000		
	(ii) Auction					20,000	20,000	20,000	Actual	Per main sales Depot.	
	(ii) uniform charges telegraph postage & other contingency (a) Uniform	As per corporation order & Approved norms.	As per corporation order & Approved norms.			As per corporation order & Approved norms.	As per corporation order & Approved norms.	As per corporation order & Approved norms.	As per corporation order & Approved norms.		
	(b) contingency	15,000	15,000	10,000	10,000	5,000	10,000	5,000	10,000	For the whole year.	
23.	a- Construction of temporary buildings in the nature of hutments.	1,00,000	5,00,000	50,000	3,00,000	15,000	15,000	15,000	15,000	As per P.W.D norms.	
	b- Repair of temp. buildings in the nature of hutments/ water supply system	-	2,00,000	-	1,00,000	-	10,000	-	10,000		
24.	To pass for payment the traveling all allowances bills of employees	Full powers	Full powers	Full powers	Full powers	Full powers	Full powers	Full powers	Full powers	Of all the subordinates under their control as per existing order.	
25.	To approve advertisement to local bodies	10,000	20,000	5,000	10,000	-	-	-	-	For the whole year.	
26.	To sanction reimbursement of medical expenses	2,00,000 in Each Case	2,00,000 in Each case	1,00,000 in each case	1,00,000 in Each case	-	-	-	-	In accordance with the Govt. of Uttarakhand/GoI medical bill reimbursement	

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Effective 01 July 2016

SL NO	Items	G.M		R.M		D.L.M.		D.SM		Stipulation	Ref.
		Existing	Revised	Existing	Revised	Existing	Revised	Existing	Revised		
	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.
27.	Sanction of work Advance	(a) Staff Advance-Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Up to the limit of total amount of pay bill in case of advance made for distribution of salary	
		(b)advance for field work- Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	According to the quantity of work & sanctioned rates up to the limit of adjustment against the work done.	
28.	To sanction conveyance charges and refreshment charges (in lieu of overtime allowance) to Head office staff.	Full power for G.M only	Full power for G.M only	-	-	-	-	-	-	-	
29.	Grant of reward to Corporation employees	10,000	20,000	5,000	10,000	-	2,500	-	2,500	For the whole year.	
30.	Amount that can be sanctioned for departmental work within norms rates.	Full Powers within Norms rates.	Full Powers within Norms rates.	Full Powers within Norms rates.	Full Powers within Norms rates.	Full Powers within Norms rates.	Full Powers within Norms rates.	Full Powers within Norms rates.	Full Powers within Norms rates.		
31.	For Lots made for trees identified as dangerous to life and property/Development activities for Lopping of branches and main bole for assuring safe removal of tree.	As per norms rate limit of Rs. 1,00,000 per Lot.	Rs. 2,00,000 per Lot.	As per norms rate limit of Rs. 50,000 per Lot.	Rs. 1,00,000 per Lot.	As per norms rate limit of Rs. 20,000 per Lot.	Rs. 50,000 per Lot.	-	-	Official name of Electricity Line, Telephone Line, Moter Road, Property etc will be recorded in the estimate for the each case and also recaorded in the books of accounts.	
32	Fallen trees causing public nuisance		Rs. 4,00,000 per case		Rs. 2,00,000 per case		Rs. 1,00,000 per case				

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**Delegation of Powers to the Divisional Manager (planning)**

SL.NO	Items	Extent of powers	Reference
<b>FINANCIAL POWER</b>			
1.	to accord financial sanction of expenditure relating to expenses incurred in Head Office	Powers similar to the Divisional Managers.	
2.	To pass all pay bill of staff in head office	-Do-	
3.	To pass all vouchers of Head office for which payment has to be made cash.	-Do-	
4.	To pass all vouchers of Head office for which payment has to be made through cheques	-Do-	

**Delegation of Powers to the chief Accounts Officer.**

<b>(A) FINANCIAL POWER</b>			
1.	Sanction of advance to the staff.	Up to Rs.2, 500 in each.	
2.	Daily contingency expenses(barring capital expenses)	2,500	

**Delegation of powers to the Internal Audit officers/A.O.(E.P.F)**

<b>(A) FINANCIAL POWERS</b>			
1.	Sanction of advance to the staff.	Up to Rs.2, 000 in each.	
2.	Daily contingency expenses (barring capital expenses)	1,000	

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