

NODAL CELL
FINANCE DEPARTMENT

Sub : Regulation of cases as per delegated financial powers

A number of cases in the competency of HoD/Secretary are being received in Finance Department for examination/advice. As a result, the quantum of work in Finance Department has increased manifold and adversely affects disposal of cases in the competency of Chairperson/Council.

The financial powers so delegated to various HoDs/Secretary are to be exercised in consultation with Associate Finance i.e. Sr. A.O./A.O. /AAO, as the case may be. It becomes imperative that appropriate scrutiny in all respects is done by Associate Finance so that the HoD/Secretary does not require further advice/comments from Finance Department.

All accounts functionaries i.e. Sr. A.O./A.O./A.A.O are, therefore, directed that

- i. Proposals be checked as per checklists (set of 11 Nos. in r/o various proposals) issued by Nodal Cell, Finance Department vide Standing Order No. 3 dated 4th January, 2022
- ii. Examination of cases covering all financial and accounting aspects so as to facilitate decision making by appropriate authority at their own level
- iii. Appropriate Competent Authority in each case must be specifically indicated instead of using generic terms like "competent authority" in all the proposals.

The above may be noted by all accounts functionaries for strict compliance. Any lapse on these issues shall be viewed seriously.

This issues with the approval of Financial Advisor.

Jt. FA-II (Nodal Cell)

Copy to :

1. All HoDs
2. Jt. F.A.-I
3. All Sr A.O.s/A.O.s
4. All A.A.Os
5. PA to Secretary for information of Secretary, pl.
6. Director - Finance
7. P.S.to FA – for information of FA, pl.