

No.1-1/2014-15-Finance (efile.79700)
Ministry of Communications
Department of Telecommunications
(Integrated Finance Division)

New Delhi, 09 November, 2023

OFFICE MEMORANDUM

Subject: Delegation of financial powers for the purchase of laptops/notebooks and similar devices for eligible officers

1. The concurrence of Member (F) and approval of Secretary (T) is hereby conveyed for delegation of financial powers to various authorities in Department of Telecommunications as tabulated below for procuring laptop, tablet, phablet, notepad, ultra-book, notebook, netbook, mobile or devices of similar categories in light of DoE OM No.03(20)/2022-E.II(A) dated 21.07.2023: -

Sl. No	Offices / Units	Name of Authority to whom power delegated	Extent of Financial Power	Remarks
i.	DoT HQ including USOF	AS(T)	'Full Power' with concurrence of DDG (F) subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	-
ii.	CGCA	CGCA	'Full Power' subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	The power shall be exercised only by CGCA.
iii.	DGT	DG (T)	'Full Power' subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	The power shall be exercised only by DG (T)
iv.	TEC	Sr. DDG (TEC)	'Full Power' with concurrence of IFA, TEC subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	The power shall be exercised only by Sr. DDG (TEC) (Head of TEC).



v.	Pr. CCAs/ CCAs/ Jt. CCAs (headed by Jt. CCA)	Pr. CCAs/ CCAs	'Full Power' subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	The power shall be exercised only by Head of Pr. CCAs/ CCAs. Jt. CCA headed offices will take approval from respective Pr. CCA.
vi.	LSAs and NCCS	Head of LSAs and NCCS	'Full Power' subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	The power shall be exercised only by Head of LSAs & NCCS.
vii.	WMO	Director WMO	'Full Power' with concurrence of Dir (WF) subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	The power shall be exercised only by Director, WMO (Head of WMO).
viii.	RLO	JWA RLO	'Full Power' with concurrence of Dir (WF) subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	The power shall be exercised only by JWA, RLO (Head of RLO).
ix.	NICF	DG, NICF	'Full Power' subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	The power shall be exercised only by DG NICF (Head of NICF).
x.	NTIPRIT	DG, NTIPRIT	'Full Power' subject to GFR provisions, DoE guidelines and other applicable Govt. rules/ instructions.	The power shall be exercised only by DG NTIPRIT (Head of NTIPRIT).

2. The exercise of the financial powers shall be subject to following conditions:

- The powers mentioned herein shall be exercised only by the authorities tabulated above, on the condition that the expenditure shall be met from the allocated budget under the relevant head of account. The power shall be exercised with the prior concurrence of IFA, wherever specified.
- It is to submit that while exercising financial powers, procurement shall be made from GeM as per GFR 149 and approving officers shall be responsible for the correctness, regularities and propriety of the purchase decision.
- The procurement is to be done strictly as per conditions mentioned in DoE OM No. 03(20)/2022-E.II(A) dated 21.07.2023.
- The exercise of financial powers will be subject to relevant Govt. rules, orders, scales, instruction, procedures prescribed by Government from time to time, GFR-2017, DoE instructions and economy measures issued by the



Government/Department from time to time. All usual conditions as laid down in the relevant manuals as well as instructions issued from time to time.

- e. The 'Full Powers' wherever specified shall be exercised keeping in view conditions and limitations contained in Delegation of Financial Power Rules, General Financial Rules-2017, Financial Handbook Volume-I, Fundamental & Supplementary Rules, Departmental Code Books, Manuals, DoE guidelines, powers delegated by DoT HQ from time to time and extant Govt. instructions/rules.
- f. No purchase proposal requiring sanction of higher authorities may be sanctioned in parts as two or more purchase proposals, in order to avoid sanction of higher authority.
- g. The financial power cannot be further re-delegated.
- h. A report on such procurement shall be submitted to DDG (IT), DoT HQ as per prescribed format which will be issued by IT Division, DoT HQ.



09.11.2023.

(Amanullah Tak)
Director (Finance)
Tel: 011-23036037

To:

1. AS (T), DoT HQ
2. Wireless Adviser, DoT HQ for Dir WMO/JWA RLO
3. Head of TEC
4. CGCA/ DG (T)
5. Head of CCAs/ LSAs/ NCCS
6. DG NICF/ NTIPRIT

Copy to:

1. PSO to Secretary (Telecom)
2. PSO to Members, DCC
3. Administrator USOF
4. PSO to Advisor (F)
5. PS to DDG (F), DoT HQ
6. DDG (IT) with a request to issue a format of report to all concerned as per para 2 h. above.
7. Dy. Director (OL) for providing Hindi translation
8. Resident Audit Officer, Sanchar Bhawan, New Delhi
9. DoT's e-Office Notice Board



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Director (Finance)
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