

APPENDIX - 4
DELEGATION OF POWERS
(SEE RULE 55)

SPECIFIC DELEGATION TO CERTAIN HEADS OF DEPARTMENTS & SUBORDINATE AUTHORITIES.

SL. NO.	ITEMS OF EXPENDITURE	TO WHOM DELE – GATED	EXTENT OF POWER	REMARKS
1.	<p>HORTICULTURE & CASH CROP DEVELOPMENT DEPARTMENT</p> <p>Procurement of fertilizer, seeds, insecticides and planting materials</p>	Secretary	Full Powers	<p>Provided purchases are made from Govt. approved agencies at the current price of the manufacturers under the Schemes approved by the Government through Development Planning, Economics & North Eastern Council Affairs Department and Finance, Revenue & Expenditure Department.</p>
2.	<p>ANIMAL HUSBANDRY, LIVESTOCK, FISHERIES & VETERINARY SERVICES DEPARTMENT</p> <p>(a).Procurement of feeds, seeds and implements.</p> <p>(b).Oxygen Gas</p> <p>(c).Medicines, drugs, serum and vaccine.</p>	Secretary	Full Powers	<p>Provided purchases are made from Government approved agencies at the current price of the manufacturers under the Schemes approved by the Government through Development Planning, Economics & North Eastern Council Affairs Department and Finance, Revenue & Expenditure Department.</p>
		Secretary	Full Powers	<p>Provided purchases are made from approved Agencies / Manufacturers.</p>
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3.	<p>HUMAN RESOURCE DEVELOPMENT DEPARTMENT</p> <p>a).Purchase/publication of text books</p>	Secretary	Full Powers	<p>Provided purchases are made from approved agencies upto the amount approved by the Government Development Planning, Economics & North Eastern Council Affairs Department and Finance, Revenue & Expenditure Department.</p>

4.	b) Science equipment/chemicals for educational institutions	Secretary	Full Powers	Provided purchases are made from approved agencies upto the amount approved by the Government Development Planning, Economics & North Eastern Council Affairs Department and Finance, Revenue & Expenditure Department.
	c).Furniture for School/ colleges/ Hostels.	Secretary	Full Powers	Provided purchase are made from approved agencies as per scales fixed for each institution from time to time by the Government.
	d).Repairs for School/ Colleges/ Hostels, Teachers quarters/buildings within school compound	Secretary	He/She may exercise power as per SPWD Code.	Subject to prescribed norms and such instruction as may be issued by the Government from time to time.
	e).Ancillary purchases for holding periodical examination in school & College	Secretary	Full Powers	Subject to prescribed norms & such instructions as may be issued by the Govt. from time to time.
	f).Purchase of books for School/ College library.	Secretary	Full Power	Upto the amount of the relevant administrative approval for purchase / publication accorded by the Government.
	g)Remuneration for holding examination paper setting, evaluation, Superintending, invigilation.	Secretary	Full Power	As per rates prescribed / approved by the Govt. from time to time.
	HEALTH CARE, HUMAN SERVICES & FAMILY WELFARE DEPARTMENT.			
	a) Purchase of medicines, drugs, serum and vaccines.	Secretary	Full Power	Provided purchases are made from approved agencies / manufacturers within the administrative approval of the Govt. as recommended by the Purchase Committee.
	(b) Emergency purchase of medicines, drugs, serum and vaccines.	1. CMO at District Hospital	Upto Rs. 1,00,000/ annum	Subject to obtaining non-availability certificate from the Central Medical Store and as approved rates/Company price.

		2. Medical Supdt. STNM. Hospital	Upto Rs. 1,50,000 at a time	<p>Provided that:</p> <p>1).There shall be an Emergency Purchase Committee with Medical Superintendent as Chairman, the officer dealing with stores as Member Secretary and another officer of the hospital as Member for determining the quality and the rate of medicine to be purchased locally for meeting emergency needs of the hospital only when such medicine are not available in the Central Store.</p> <p>2).Prescribed purchase procedure is adhered to by the Committee.</p> <p>3)This delegation of power is applicable only for the purchase of medicines required for treating the patients in emergency cases and not for general use in the hospital.</p>
c) X-ray films Ultra sound films etc.	1.Secretary		Full Powers	Provided purchase are made from approved agencies / manufacturers at prescribed rates.
d) Oxygen gas	2. .Suptd. S.T.N.M. Hospital		Full Power upto Rs. 1,00,000 at a time.	Provided purchase are made from approved agencies / manufacturers at prescribed rate.
e) Bedding and linon for hospitals.	Secretary		Full Powers	Provided purchase are made from approved agencies / manufacturers at prescribed rate.
f).Diet charges in Hospitals.	Secretary		Full Power	Subject to norms and scales fixed by the Government and observance of prescribed purchase procedure from agencies approved by the Govt.
	1.Secretary		Full Power	Subject to scales and rates approved on basis of open quotations/tenders.

		2. Medical Supdt. S.T.N.M./ Namchi Hospital	Upto Rs. 1,00,000 at a time.	Subject to scales and rates approved on basis of open quotations / tenders. The expenditure will be limited to the funds allotted to each District Hospital inn the respective Demand for Grants. These Officers will be responsible for exercising effective control over the expenditure.
		3. C.M.O. of District Hospital	Upto Rs. 55,000 at a time	Subject to scales and rates approved on basis of open quotations / tenders. The expenditure will be limited to the funds allotted to each District Hospital inn the respective Demand for Grants. These Officers will be responsible for exercising effective control over the expenditure.
	g).Repairs to hospital buildings/ hospital quarters.	Secretary	As per powerconferred by SPWD. Code.	
	h).Repairs to Hospital equipments and accessories	1.Secretary	Full power upto Rs. 2.00 lakh per annum	Subject to prescribed norms and restrictions as may be imposed by the Government.
		2. Medical Suptd. S.T.N.M. Hospital	Full power upto Rs. 1.00 lakh per annum	Subject to prescribed norms and restrictions as may be imposed by the Government.
	i)100% Centrally Sponsored Family Planning / AIDS Programme.	Secretary	Full Powers	Subject to norms prescribed by the Govt. of India. This does not include creation of posts/purchase of vehicles.
	j) Uniforms to Doctors, Nurses, Ward attendants.	Secretary	Full Powers	Subject to such norms & scales as may be prescribed by the Govt. from time to time.

5.	k).Purchase of spare parts for Mechanical Workshop of Health Department.	Secretary	Full Powers	Subject to conditions as laid under para 10 of Appendix 3A.
	TRANSPORT DEPARTMENT			
	a).Procurement of Petrol.	Secretary	Full Powers	Provided purchases are made from Government approved undertakings.
	b).Spare parts and such other articles for functional vehicles only.	Secretary	Full Powers	Provided purchases are made from Manufacturers under Association of State Road Transport Undertaking (ASRTU) Rate Contract & subject to such other restrictions as may be imposed by the Govt. from time to time.
	c).Registration fee of vehicles.	Secretary	Full Powers	As per rates fixed by the Government.
	d).Insurance premium of vehicles.	Secretary	Full Powers	As per rates fixed by the Insurance Company.
6.	e).Payment of hire charges to private truck owners.	Secretary	Full Powers	As per rates fixed by the Government.
	POLICE DEPARTMENT			
	a)Diet charges for accused persons.	Suptd. of Police of Districts	Full Powers	As per rates/scales prescribed by the Govt.
	b).Hiring of Private vehicles for carrying Dead Bodies for investigation, Law and Order Duty.	Suptd. of Police of Districts	Full Powers	As per the rates fixed by the Govt. & certified by the RTO & subject to observances prescribed by DGP in consultation with Finance, Revenue & Expenditure Department..
	c)Meal Charges for Police personnel (SAP, CRPF, India Reserved Battalion, Home Guard etc.) deployed on Emergency Duty for maintenance of Law and Order.	Director General of Police	Full Powers	Provided the duty period is stretched continuously for more than 8 hrs.
	d).Purchase of spare parts for mechanical workshop of Police Vehicles.	Director General of Police	Full Power	Subject to conditions as laid under para 10 of Appendix 3A.

e).Reward to non-gazetted police personnel.	Director General of Police	Full Power upto Rs. 5,000/-in each case	
f).Reward to Private person for providing valuable information.	Director General of Police	Full Power upto Rs. 5,000/-in each case	
g).Payment of Duty allowances to Home Guards deployed for Law & Order Duty.	Director General of Police	Full Powers	Subject to procedure prescribed under O.O.No:32/HG/91-92 dated 20/04/91
h).Purchase of arms and payment of advance to the ordinance factory of Ministry of Home Affairs.	Director General of Police	Full Powers	Subject to restrictions as may be imposed by the Govt. &procurement being made solely from Govt. Ordinance Factories.
i).Purchase of uniforms to non-gazetted police personnel.	Director General of Police	Full Powers	Provided procurement being made directly from manufacturers/ Authorised dealers or by open quotations/tenders duly abiding by the purchase procedure as per Sikkim Financial Rules 127 and subject to such other restrictions as may be imposed by the Govt.
j).Petty repairs to Govt. (Police) family quarters/ buildings/Check Posts & Out Posts.	Director General of Police	Full Powers upto Rs. 50,000 for each unit /quarter	Work should be executed as per the provision of S.P.W.D.Code through Building & Housing Department.
k).Purchase of Wireless and Equipments.	Director General of Police	Full Powers	Provided procurement is made directly from manufacturers/ Authorised dealers and subject to such other restrictions and may be imposed by the Government and also subject to observance of prescribed purchase procedure.

7.	<p>COMMERCE & INDUSTRIES DEPARTMENT</p> <p>Payment of incentive to small scale Industries.</p>	<p>Secretary</p> <p>Director</p>	<p>Full Powers upto Rs. 20,000 in each case</p> <p>Full Power upto Rs. 20,000 in each case</p>	<p>Subject to observance of the procedure prescribed by the Government notification No 27/DI/88-89/2480 dated 23.08.88</p>
8.	<p>PRINTING & STATIONERY DEPARTMENT</p> <p>a)Purchase of Printing Ink</p> <p>b).Purchase of papers.</p>	<p>Secretary</p> <p>Secretary</p>	<p>Full Powers</p> <p>Full Powers</p>	<p>Subject to purchase being made from manufacturers or Government undertakings at prescribed Government rates.</p> <p>-do-</p>
9.	<p>TOURISM DEPARTMENT</p> <p>a).Quarterly release of operational expenses of lodges, restaurants.</p>	<p>Secretary</p>	<p>Full Power</p>	<p>Subject to such norms fixed by the Government from time to time.</p>
10.	<p>FORESTRY & ENVIRONMENT MANAGEMENT DEPARTMENT.</p> <p>a). To accord technical sanction to detailed estimate of works.</p> <p>b).Purchase of Arms & Payment of advance.</p> <p>c). Purchase of wireless sets & equipments.</p>	<p>Principal Chief Conservator of Forest</p> <p>Principal Chief Conservator of Forest</p> <p>Principal Chief Conservator of Forest</p>	<p>Full Power</p> <p>Full Power</p> <p>Full Power</p>	<p>Powers to be exercised in accordance with the Forest Code and Manual.</p> <p>Provided the procurement is done through the Police Department.</p> <p>Provided procurement is made directly from the manufacturers /Authorized dealers & subject to such other restrictions as may be imposed by the Govt. & also subject to observance of prescribed purchase procedure.</p>

11.	<p>FINANCE, REVENUE & EXPENDITURE DEPARTMENT</p> <p>a).Sanction of House Building Advance, State loan, Motor Vehicle Advance, Gas Loan, etc. to Government Employee</p> <p>b). Sanction of Interest and Principle payable to Government of India and Financial Institution (Rural Electrification Corporation, Power Finance Corporation,, Life Insurance Corporation of India, General Insurance Corporation, National Insurance Corporation ,Reserve Bank of India, NABARD, Market Borrowing, etc.)</p> <p>c). Sanction of GPF/GIS benefits to retired / diseased Govt. Employees..</p> <p>d). Sanction of Retirement benefits.</p>	<p>Secretary</p> <p>Secretary</p> <p>Director, Pension</p> <p>Director, Pension</p>	<p>Full Powers</p> <p>Full Powers</p> <p>Full Powers</p> <p>Full Power</p>	<p>As per norms prescribed under Sikkim Financial Rules.</p> <p>Subject to repayment and payment of interest schedule of Government of India and Financial Institute and agreement as amended from time to time.</p> <p>Subject to rules as prescribed under GPF/GIS rules and certificate form GPF/GIS section and recommendation.</p> <p>As per norms prescribed under Sikkim Government Service (Pension) Rules.</p>
12.	<p>ELECTION DEPARMTENT</p> <p>a).Preparation for and conduct of Election to Lok Sabha/Rajya Sabha and State Legislature.</p> <p>b).Purchase of Stationeries for conduct of Election.</p> <p>c).Preparation of Photos ID Cards to voters and payment thereof.</p> <p>d).Preparation and conduct of Intensive /Summery/ Special provision of Electoral Rolls and printing thereof.</p>	<p>Chief Election Officer</p> <p>Chief Election Officer</p> <p>Chief Election Officer</p> <p>Chief Election Officer</p>	<p>Full Powers</p> <p>Full Powers</p> <p>Full Powers</p> <p>Full Powers</p>	<p>Subject to the schedule and direction of Election Commission of India. The expenditure is to be incurred as per norms & guidelines issued from time to time.</p> <p>Subject to prescribed purchase norms as amended from time to time by the Government.</p> <p>Provided the approval of Government through Finance, Revenue & Expenditure Department is obtained before undertaking such work.</p> <p>Subject to time schedule and directions issued by Election Commission of India and observance of prescribed norms.</p>

13.	EXCISE (ABKARI) DEPARTMENT a).Reimbursement of Export Pass Fee.	Commissioner / Secretary	Full Powers	Subject to provisions of Sikkim Foreign Liquor (Import, Export and Transport) Rules 1993 and other instructions issued by the Government time to time with the prior concurrence of Finance, Revenue & Expenditure Department
14.	HORTICULTURE, CASH CROP DEVELOPMENT DEPARTMENT Procurement of seeds, fertilizers, insecticides and planting materials	Secretary	Full Powers	Provided purchase are made from Government approved agencies at the current price of the manufactures under the scheme approved by the Government through Development Planning, Economics & North Eastern Council Affairs Department and Finance, Revenue & Expenditure Department.
15.	ENERGY & POWER DEPARTMENT Purchase of spare parts for mechanical workshop of Power Department.	Secretary	Full Powers	Subject to conditions as laid under para 10 of Appendix 3A.
16.	S.P.W.D.(MECHANICAL) Purchase of spare parts for mechanical workshop of SPWD.	Secretary	Full Powers	Subject to conditions as laid under para 10 of Appendix 3A.
17.	CO-OPERATION DEPARTMENT Payment of subsidies / Grants to Cooperative Societies.	Secretary	Full powers	Subject to observance of norms and criteria laid down in Departmental Notification No. 1/Coop. Dated 11.5.98 and such other norms fixed by the Government from time to time.
18.	HOME DEPARTMENT Quarterly release of resource to Sikkim House, Delhi.	Secretary	Full powers	Subject to timely submission of relevant vouchers & expenditure statement.
19.	Release of monthly Life Time State Appreciation Grant doe National awardees from Sikkim	Secretary	Full powers	Provided the norms of the awardees are approved & notified by the Govt.
20.	Release of monthly Pension to Secretary Sikkim Ratna Awardees.	Secretary	Full powers	Provided the norms of the awardees are approved & notified by the Govt.