



कार्यालय रक्षा लेखा नियंत्रक (सेना), मेरठ छावनी
Office of CDA (Army)



बेलवेडीयर परिसर, आयुध पथ, मेरठ छावनी
Belvedere Complex, Ayudh Path, Meerut Cantt-250001

फोन: 0121-2646632 फ़ैक्स नंबर : 0121-2646254, 2646216

PT. I OO No: 14

Dated: 28.08.2018

Sub: DELEGATION OF POWERS: Smt. Geetika Singh Battu, IDAS, ACDA

Under the powers vested with the undersigned as Head of the Department and Head of the Office vide Rule 14 of Delegation of Financial Power Rule 1978 and Govt. of India, Ministry of Finance (Defence), New Delhi Letter No.13196 (I)/Accts/AN, dated 03.07.70, **I, T K Jajoria, IDAS, CDA, CDA(Army) Meerut** hereby declare **Smt. Geetika Singh Battu, IDAS, ACDA** as Head of office in respect of personnel serving in and under RTC Meerut and authorize him to exercise the following financial and administrative powers on my behalf **w.e.f. 27.08.2018.**

Financial Powers:

1. CONTINGENT EXPENDITURE:

- (a) Recurring Rs. 5000/- in each case (for service labels, Telephones & EPABX charges up to Rs.10000/-)
- (b) Non recurring Rs. 10000/- in each case, (schedule & delegation of Financial Powers Rule 1978 refers)

2. PRINTING & BINDING:

Sanction of Petty printing & binding jobs executed through private agencies Rs. 10000/- per annum.

Note: (i) The monetary limit includes the cost of paper

(ii) The job should be emergent/unforeseen nature.

3. Sanction of Local purchase of stationary stores Rs. 5000/- per annum.(DFP Rules 1978)

Administrative Powers:

1. Sanction of Ty. Duty move in respect of all employees up to AAO.
2. To sanction the following types of leave in respect of employees up to AAOs.
 - (a) HPL up to 30 days.
 - (b) Commuted Leave up to 30 days.

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- (c) EOL up to 30 days.
 - (d) Maternity Leave up to 180 days.
 - (e) Miscarriage/ Abortion Leave up to 45 days.
 - (f) Paternity Leave 15 days.
 - (g) Child Care Leave up to 30 days
 - (h) EL up to 30 days.
 - (i) CL up to 8 days
 - (j) RH up to 2 days
3. To sanction the following types of leave to SAOs/AOs.
 - (a) EL up to 5 days
 - (b) CL up to 5 days
 - (c) RH up to 2 days
 4. Countersignature of Contingent bills of all types paid from Funds allocated to CDA (RTC) Meerut.

Note: In the absence of **Smt. Geetika Singh Battu, IDAS, ACDA** the above mentioned powers will be exercised directly by the undersigned.

While exercising the delegated powers all prescribed rules and instructions would be followed.

—Sa—
(T. K. JAJORIA)
CDA (Army)
Meerut Cantt.

No. AN/IV/017/XI/Del/18

Dated: .08.2018

Distribution:

1. The CGDA, Ulan Batar Road, Palam, Delhi Cantt-10.
2. PCDA(P) Allahabad (2 Copies)
3. The PA to CDA/Addl CDA(A) Meerut
4. Smt. Geetika Singh Battu, IDAS, ACDA
5. The R.T.C. Meerut
6. The EDP Center Meerut
7. All IDAS officers in Main Office
8. All SAOs/AOs in Main Office
9. All Groups in AN Section
10. All Sections in Main Office.
11. PC File of Officer Concerned

SAO(AN)