

Government of India
Ministry of Defence
Department of Defence Production
New Delhi – 110011.
08th Jun 2017

To,

The Directorate General Aeronautical Quality Assurance
New Delhi - 110011

**DELEGATION OF ADMINISTRATIVE & FINANCIAL POWERS TO
DIRECTOR GENERAL AQA, MINISTRY OF DEFENCE, NEW DELHI**

Sir,
I am directed to convey sanction of the competent authority to Delegation of Administrative and Financial Powers to Directorate General Aeronautical Quality Assurance and to other functionaries of DGAQA organization, including MSQAA and SSQAG at various levels, as shown at Schedules I & II annexed to this letter. These schedules supersede administrative and financial powers delegated vide Ministry of Defence letter No. DTD&P (Air)/1002/6/Accts/9370/D (R&D) dated 21 Oct 1972 & 1002/06/DGAQA/Accts/ /D(HAL) dated 25 Apr 2007 and amendments there to and all such powers delegated to authorities under MSQAA and SSQAG.

2. These powers will be exercised in conformity with the relevant Rules and Orders and also subject to the directives of the Government with regard to economy in expenditure, etc., issued from time to time. Exercise of Financial powers will be subject to availability of funds under the respective budget heads.
3. This issues with the concurrence of Defence (Finance) vide their ID/Diary No.421/IFDP-II/2017 dated 07/06/2017.

Yours faithfully


(Inderjeet Sethi)

Under Secretary to the Government of India

Copy to: -

Ministry of Defence (Fin)/IF(DP-II)

The Controller General of Defence Accounts

Director of Audit, Defence Services

The Principal Controllers/Controllers of Defence Accounts

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Schedule-II

Annexure to Govt of India Ministry of Defence letter

No. 6011/DGAQA/6/2016-D(HAL-III)

Dated : 08 Jun 2017

**MINISTRY OF DEFENCE
DEPTT OF DEFENCE PRODUCTION****SCHEDULE OF FINANCIAL POWERS****FINANCIAL POWERS OF DIRECTOR GENERAL AQA, ADGs (including SSQAG)/PD MSQAA AND
DIRECTORS/ PScO/SSO-I/SSO-II WHEN DESIGNATED AS HEADS OF FIELD ESTABLISHMENTS OR DETACHMENTS**

SI No.	Item/Nomenclature	Extent of Powers Delegated to Head of Office					
		Dir Gen	ADG(HQrs)/ADG Zone/ADG SSQAG/PD-MSQAA	Director	PScO	SSO-I	SSO-II
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	Direct Purchase of Stores a)Sanction & Procurement (For items not covered by Rate/Running Contract) of Common user items. b) For items covered by a PAC (OEM Items only).	₹ 2 Lakh per item or number of similar items purchased at any one time. ₹ 10 Lakh per item in each case for items issued by PAC Firm.	₹ 1.6 Lakh in each case. Upto ₹ 2 lakh per item in each case for items issued by PAC Firm.	₹ 80,000/- in each case	₹ 40,000/- in each case	₹ 40,000/- in each case.	₹ 20,000/- in each case.
2.	Direct(Local) Purchase of – a) Stationery other than Special Stationery (For Computer Stationery/consumables/spares) b) Special Stationery, Stores for Workshops, Laboratories & drawing office including Ammonia paper/RTF Roll or polyester films etc.	₹ 40,000/- per transaction & up to ₹ 2 Lakh in a year. ₹ 10,000/- per annum each for HQrs & Field Estts.	₹ 20,000/- per transaction & up to ₹ 1 Lakh in a year. ₹ 4,000/- per annum per establishment	₹ 10,000/- per transaction & up to ₹ 40,000/- in a year. ₹ 2,000/- per annum	₹ 2,000/- per transaction & up to ₹ 10,000/-in a year.	₹ 2,000/- per transaction & up to ₹10,000/-in a year	₹1,000/- per transaction & up to ₹ 5,000/- in a year (when heading the establishment).

SCHEDULE OF FINANCIAL POWERS

SI No.	Item/Nomenclature	Extent of Powers Delegated to Head of Office					
		Dir Gen	ADG(HQrs)/ADG Zone/ADG SSQAG/PD-MSQAA	Director	PScO	SSO-I	SSO-II
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
3.	Direct (local) purchase of Scientific & Technical Books/ Journals/ other books as under:- a) Foreign origin which are available in India. b) Indian origin publications.	Full Powers Full Powers	— ₹ 20,000/- per annum.	₹ 10,000/- per annum	₹ 6,000/- per annum but cost of each book not exceeding ₹ 1,500/-	₹ 6,000/- per annum but cost of each book not exceeding ₹ 1,500/-	₹ 5,000/- per annum but cost of each book not exceeding ₹ 1,000/-
4.	Purchase/ Repair/AMC of all types of Office eqpt (except Computer), General purpose office appliances and Conference Room Equipment etc. (Including Recurring & Non-Recurring items) NOTE: For computer purchases/repair/ AMC of all kinds & for sanction of OJT items ,see serial 32 & 34	₹ 1 Lakh in each case.	₹ 50,000/- in each case subject to a maximum of ₹ 1 Lakhs per year.	₹ 20,000/- subject to a maximum of ₹ 50,000/- per year	₹ 10,000/- subject to a maximum of ₹ 20,000/- per year	₹ 10,000/- subject to a maximum of ₹ 20,000/- per year	₹ 5,000/- subject to a maximum of ₹ 10,000/- per year
5.	Local Purchase of Uniform/Protective clothing including raw materials for issue to eligible employees in case of non-availability from standard supplies.	Full Powers.	'Full Powers'	'Full Powers'	'Full Powers'	'Full Powers'	'Full Powers'

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SCHEDULE OF FINANCIAL POWERS

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		Dir Gen	ADG(HQrs)/ADG Zone/ADG SSQAG/PD-MSQAA	Director	PScO	SSO-I	SSO-II
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
6.	Cash Purchase of Stores.	₹ 30,000/- per transaction or a number of similar items purchased at a time.	₹ 6,000/- per transaction or a number of similar items purchased at a time.	₹ 4,000/- per transaction or a number of similar items purchased at a time.	₹ 2,000/- per transaction or a number of similar items purchased at a time.	₹ 2,000/- per transaction or a number of similar items purchased at a time.	₹ 1,000/- per transaction or a number of similar items purchased at a time.
7.	Despatch of Stores by other than the cheapest route.	₹ 20,000/- per case.	₹ 10,000/- per case.	₹ 5,000/- per case	₹ 4,000/- per case.	₹ 4,000/- per case.	₹ 2,000/- per case
8.	Loan/ Issue of uncontrolled eqpts/stores for experimental purpose.	Up to ₹ 1 Lakhs per FE.	Up to book value not exceeding ₹50,000/- per annum.	Up to book value not exceeding ₹ 30,000/- per annum.	Up to book value not exceeding ₹ 20,000/- per annum	Up to book value not exceeding ₹ 20,000/- per annum	Up to book value not exceeding ₹ 10,000/- per annum
9.	Getting Official printing work done through private printing press:- a) Printing works of standard forms/ reports. b) Non-Standard forms/reports	₹ 1 Lakh per transaction each for HQrs & Estts. ₹ 10,000/- per transaction for both HQrs & Estts.	₹ 60,000/- per annum per Estt. ₹ 5,000/- per annum.	₹ 30,000/- per annum.	₹ 10,000/- per annum.	₹ 10,000/- per annum.	₹ 5,000/- per annum.
10	Carrying out binding works, on contract basis.	₹ 20,000/- per Estt.	₹ 10,000/- per Estt.	₹ 5,000/- per annum.	₹ 3,000/- per annum.	₹ 3,000/- per annum.	₹ 2,000/- per annum.

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		Dir Gen	ADG(HQrs)/ADG Zone/ADG SSQAG/PD-MSQAA	Director	PScO	SSO-I	SSO-II
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
11.	Power to indent any eqpt/store from the stocks of the three services. (On Book Adjustment).	Full Powers.	---	---	---	---	---
12.	Loan receipt of stores/eqpts from three services and Ordnance Depot.	Upto 3 years and not exceeding ₹ 4 Lakh per item.	Upto 3 years and not exceeding ₹ 2 Lakh per item	---	---	---	---
13.	Transit Insurance of Stores/Eqpt through public sector insurance companies.	Full Powers.	Full Powers.	---	---	---	---
14.	Transportation of material/eqpt by road	Full Powers	Full Powers.	₹ 20,000/- per transaction.	₹ 10,000/- per transaction	₹ 10,000/- per transaction	₹ 5,000/- per transaction
15.	Placing of development orders/contracts on PSUs/Trade for establishing indigenous substitute of Air Craft Stores, General Stores etc.	Upto ₹ 2 Lakhs per project without the recommendation of Tech Committee in r/o orders on trade and ₹ 10 Lakhs for orders on Defence PSUs/Public Sectors with the advice of Tech Committee.	--	---	---	---	---
16.	Payment on account of charges payable for periodical repairs/ overhaul/AMC of Test eqpt/ machines held by DGAQA (other than items mentioned at serial Nos 4 & 32).	₹ 40,000/- in each case.	₹ 10,000/- in each case.	₹ 5,000/- in each case	---	---	---

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		Dir Gen	ADG(HQrs)/ADG Zone/ADG SSQAG/PD-MSQAA	Director	PScO	SSO-I	SSO-II
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
17.	Sanction of expenditure for minor repair/ overhaul of Motor Vehicles held on charge of HQ, DGAQA and Field Establishments.	₹ 40,000/- at a time & upto a maximum of ₹ 80,000/- per vehicle per annum.	₹ 10,000/- at a time & upto a maximum of ₹ 40,000/- per vehicle per annum.	₹ 4,000/- at a time & upto a maximum of ₹ 30,000/- per vehicle per annum	₹ 2,000/- at a time & upto a maximum of ₹ 20,000/- per vehicle per annum.	₹ 2,000/- at a time & upto a maximum of ₹ 20,000/- per vehicle per annum.	₹ 2,000/- at a time & upto a maximum of ₹ 15,000/- per vehicle per annum.
18.	<p>Works:</p> <p>(a) Power to Accept necessity & accord admin approval for new or existing original works.</p> <p>b) Power to accept necessity and accord admin approval for provision of special office furniture.</p>	<p>(i) Authorised Work: Up to ₹ 30 Lakh in each case.</p> <p>(ii) Special Works: Up to ₹ 5 Lakh in each case.</p> <p>Up to ₹ 4 Lakh in each case.</p>	<p>Authorised Work: Up to ₹ 4 Lakh in each case.</p> <p>Special Works: Upto ₹ 2 Lakh in each case.</p> <p>Up to ₹ 1 Lakh in each case.</p>	<p>Authorised Work: Up to ₹ 1 Lakh in each case.</p> <p>Special Works: Up to ₹ 1 Lakh in each case</p> <p>Up to ₹ 50,000/-in each case.</p>	<p>Authorised Work: Up to ₹ 50,000/- in each case.</p> <p>Special Works: Up to ₹ 50,000/-in each case</p> <p>Up to ₹ 30,000/- in each case.</p>	<p>Authorised Work: Up to ₹ 50,000/- in each case.</p> <p>Special Works: Up to ₹ 50,000/- in each case</p> <p>₹ 30,000/- in each case.</p>	<p>Authorised Work: Up to ₹ 20,000/- in each case.</p> <p>Special Works: Up to ₹ 20,000/- in each case.</p> <p>₹ 20,000/- in each case.</p>
19	Power to Sanction imprest or permanent advance.	Full Powers for Amount as recommended by CDA concerned. For HQ DGAQA : A provision of ₹ 10,000/- has been made for initial two yrs & after two yrs the amount will be considered based on the recommendation of PCDA New Delhi.					

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
20.	Power to write off losses of stores not due to theft, fraud or neglect.	₹ 10,000/- in each case.	₹ 2,000/- in each case (however, report will be sent to DG AQA for information).				
21	Power to write off losses of Office Eqpt/Office Vehicle not due to theft, fraud or neglect.	₹ 10,000/- in each case.	₹ 2,000/- in each case (however, report will be sent to DG AQA for information).				
22	Power to write off losses of stores due to theft, fraud or neglect	₹ 2,000/- in each case.					
23	Power to write off losses of Office Eqpt/Office Vehicle due to theft, fraud or neglect.	₹ 5,000/- in each case.					
24	Power to write off losses of public money not due to theft, fraud or neglect in field establishments.	₹ 2,000/- in each case.					
25	Power to write off losses of public money due to theft, fraud or neglect in field establishments.	₹ 1,500/- in each case.					
26	Power to dispose of audit objections arising out of breaches of Rules and Regulations.	₹ 2,000/- in each case in consultation with respective CDA for each FE. For HQ cases, matter to be referred to Ministry.					

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
27	Legal Charges including Fees to Govt Pleader.	Full Powers.	Full Powers to make payments on rates approved by Min of Law.				
28	Sanction of expenditure towards conducting & Organising technical meetings /conferences/ seminars etc.	₹ 20,000/- per occasion.	₹ 10,000/- per occasion.				
29	Contingent/ Misc expenditure (Other than items mentioned at SI No. 27 & 28).	₹ 1 Lakh per transaction (both for recurring & non-recurring) at a time.	₹ 10,000/- per item/number of similar items at a time.	₹ 6,000/- per item/number of similar items at a time.	₹ 2,000/- per item/number of similar items at a time.	₹ 2,000/- per item/number of similar items at a time	₹1,000/- per item/number of similar items at a time
30	Sanction of expenditure for payment of Trg/ course/delegation fee etc in r/o Officers/Technical & Scientific Staff of the Organization who are deputed to attend Seminars, Symposium, and Conference etc.	Full Powers.	₹ 10,000/- in each case Note Subject to approval of course from DG, AQA.	₹ 2,000/- in each case. Note Subject to approval of course from DG, AQA.	₹ 1,000/- for training course & ₹ 2,000/- for registration tuition fee in each case.	₹ 1,000/- for training course & ₹ 2,000/- for registration tuition fee in each case.	₹ 1,000/- for training course & ₹ 2,000/- for registration tuition fee in each case.
31	Direct Purchase of Stores (Sanction & Procurement of Common User Items) For items covered by Rate/Running Contract other than Central Purchase of Stores.	Full Powers.	Up to ₹ 2 Lakh in each case.				

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
32	Purchase/up gradation/ Repair/AMC of Computer Systems including associated Hardware, Software, peripherals, Access Networking & Accessories including Computer furniture.	₹ 2 Lakh per transaction	₹ 40,000/- per transaction.	₹20,000/- per transaction.	₹10,000/- per transaction	₹10,000/- per transaction	₹4,000/- per transaction
33	Purchase of Computer Stationery/Consumables & Spares.	₹ 2 Lakh per transaction.	₹ 1.5 Lakh per transaction.	₹ 1 lakh per transaction.	₹ 40,000/- per transaction	₹ 40,000/- per transaction	₹ 20,000/- per transaction
34	Power to sanction On Job Training (OJT) aids like Television set, Projector, DVD Player and Digital Camera with their consumables etc,(Misc & Contingent Expdr)	₹ 4 Lakh per transaction	₹ 1 Lakh per transaction				
35	Sanction for expenditure for airlift of materials/eqpts	₹ 20,000/- in each case					

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
36	Sanction of expenditure on account of advertisement charges.	Full Powers.	₹ 20,000/- per transaction.				
37	Hiring of Civil Tpt in the case of Operation & administrative necessity in the event of non-availability of Govt Tpt (Subject to the latest Govt Instructions)	₹ 10,000/- per month for HQrs.	₹ 7,000/- per month.	₹ 5,000/- per transaction.	₹ 3,000/- per month.	₹ 3,000/- per month.	₹ 2,000/- per month.
38	Sanction of expenditure for testing RAW MATERIAL required for manufacture of Defence Eqpts from reputed labs in Private or Public Sectors.	₹ 1 Lakh per transaction subject to max of ₹ 4 Lakh per FE.	₹ 50,000/- per transaction subject to max of ₹ 2 Lakh per FE.	₹ 30,000/- per transaction subject to ₹ 1lakh per FE.			
39	Sanction of expenditure for testing of eqpt required for Defence purpose from reputed labs in Private or Public Sectors.	₹ 1 Lakh per transaction subject to ₹ 4 Lakh per FE./per annum	₹ 50,000/- per transaction subject to ₹ 2 Lakh per FE.	₹ 30,000/- per transaction subject to ₹ 1 Lakh per FE.			
40	Sanction for adjustment of expenditure under different components (as per DFPR – 1978).	Upto 20% from one component to another.					

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		Dir Gen	ADG(HQrs)/ADG Zone/ADG SSQAG/PD-MSQAA	Director	PScO	SSO-I	SSO-II
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
41	Central Purchase of Stores.	Full Powers within the annual appropriation placed at his disposal for the purpose. CONDITIONS The normal procedure & conditions of purchase of Stores, execution of contracts as laid down by Ministry of Finance, Ministry of Industry , Deptt of Supplies, DGS&D etc shall be strictly followed. These powers will not be re-delegated or sub-delegated NOTE – These powers will not be exercised for the purchase of eqpt & stores for which govt sanction is required.					
42	Grant of Honorarium subject to instructions laid down by DoP&T from time to time	₹ 2500/- in each case for specified work or series of specified work in a year.					

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SI No.	Item/Nomenclature	Extent of Powers Delegated to Head of Office					
		Dir Gen	ADG(HQrs)/ADG Zone/ADG SSQAG/PD-MSQAA	Director	PScO	SSO-I	SSO-II
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
43	Re-imbursement of medical expenses, advance for medical treatment like Cancer, Heart Disease, etc, authorized under Medical Attendance Rules in accordance with Ministry of Health & Family Welfare OM dated 27.12.2006.	Up to ₹ 2 Lakhs					
44	Compensation under Workman's Compensation Act.	Full Powers.					

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Schedule-I

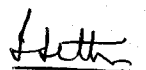
Annexure to Govt of India Ministry of Defence letter

No. 60011/DGAQA/6/2016-D(HAL-III)

Dated : 08 June 2017

MINISTRY OF DEFENCE
DEPTT OF DEFENCE PRODUCTION**SCHEDULE OF ADMINISTRATIVE POWERS****ADMINISTRATIVE POWERS OF DIRECTOR GENERAL AQA, ADGs (including SSQAG) /PD MSQAA AND
DIRECTORS/ PScO/SSO-I/SSO-II WHEN DESIGNATED AS HEADS OF FIELD ESTABLISHMENTS OR DETACHMENTS**

Sl No.	Nature of Power	Extent of Power Delegated to Head of Office		
		Director General	ADGs /DDGs/PD	Heads of Establishments
1.	Authority to detail employees to work overtime for purpose of overtime payment at specified rates	Full Powers	--	--
2.	Change of Home Town for purpose of LTC in respect of non-gazetted staff	Once in the service of an employee	--	--
3.	Power to accept change in Date of Birth in accordance with Govt instructions.	Full Powers in respect of Group 'B' & 'C' Posts including Industrial Staff.	--	--
4	Recovery of Over payments on account of pay, unauthorised expenditure etc. in easy instalments under Rule 183 of FR Part I	Not exceeding 12 monthly instalments	--	--



SCHEDULE OF ADMINISTRATIVE POWERS

Sl No.	Nature of Power	Extent of Power Delegated Head of Office		
		Director General	ADGs /DDGs/PD	Heads of Establishments
5.	Grant of Special Casual Leave to Employees of the Establishments for participating in sporting events under existing Govt instructions.	Full Powers	--	--
6	Grant of Special Casual Leave in cases where the Head of the Department has been prescribed as authority to grant such Leave under existing Govt instructions.	Full Powers	--	--
7.	Grant of charge/officiating allowance to non-gazetted staff in officiating appointments under existing Govt instructions.	Full Powers (in respect of posts, for which DG is the appointing authority).	--	--
8.	Acceptance of Resignation	Full Powers (in respect of posts for which DG is the Appointing Authority).	--	--
9.	Powers to place under suspension by being appointing authority in respect of Group B & C Posts under Rule 10 of CCS(CCA) Rules	Full powers	--	--

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SCHEDULE OF ADMINISTRATIVE POWERS

Sl No.	Nature of Power	Extent of Power Delegated Head of Office		
		Director General	ADGs /DDGs/PD	Heads of Establishments
10.	To impose penalties on Group B & C Posts under CCS (CCA) Rules-1965	Full Powers	--	--
11.	Powers of Appellate Authority under CCS (CCA) Rules	Full Powers to act as Appellate Authority in respect of penalty orders issued by any authority subordinate to DGAQA.	--	--
12.	Permission/intimation for acquisition/ disposal of movable/immovable property as per provisions of CCS Conduct Rules	Full Powers where DG is the appointing authority	--	--
13.	Waiving of Time Bar in respect of belated claims falling under Rules 188 and 189 of FR Part I (1963 Edn).	Full Powers Where DG is the appointing authority.	Full Powers	--
14.	Power to sanction moves on Duty in respect of personnel under his admin control under Rule 4 read with Appx-I of Travel Regulations	Full Powers	Full Powers	Full Powers for QA coverage/Inspection.
15.	Powers of Controlling Officer in respect of the members of staff serving under him under Rule 8 of Travel Regulations	Full Powers	Full Powers	Full Powers

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SCHEDULE OF ADMINISTRATIVE POWERS

Sl No.	Nature of Power	Extent of Power Delegated to Head of Office		
		Director General	ADGs /DDGs/PD	Heads of Establishments
16.	Authority to sanction journey to Non entitled category by Air under Rule 62 of Travel Regulations	Full Powers (in case of COI of crash accidents)	--	--
17.	Sanction refund of cancellation charges for Air Journeys(AI 56/60)	Full Powers provided cancellation is due to circumstances which are unavoidable and beyond individual's control	Full Powers provided cancellation is due to circumstances which are unavoidable and beyond individual's control	Full Powers – if Move Sanctioning Authority provided cancellation is due to circumstances which are unavoidable and beyond individual's control
18.	Extension of lien on conveyance for family and baggage on permanent transfer under Rule 35(ii) h of Travel Regulations	Full Powers	--	--
19.	Sanction for move of scientific/technical employees of the Organisation Of DGAQA to attend short term courses (within India) which are of interest to of the Organisation Of DGAQA	Full powers	--	--
20.	Grant of Advance/Final Withdrawal from GPF	Full Powers	Full Powers	Full Powers
21.	Powers to sanction House Building Advance under rules regulating grant of Advances to Govt Servants for building, etc., of houses	Full Powers subject to prescribed limits	--	--

With