

Annexure-I

**Statement of Delegation of Powers to Officers in the Secretariat
of the National Council of Education Research & Training.**

(Director & Joint Director)

<u>S.No.</u>	<u>Nature of Powers</u>	<u>Authority</u>	<u>Existing powers</u>	<u>Remarks</u>
1.	2.	3.	4.	5.
1.	Powers subject to funds being available by valid appropriation or re-appropriation to sanction expenditure on various schemes provided that the project as a whole has been approved by the Finance Committee and or the Executive Committee.	Director / Jt. Director	Full Powers	
2.	Re-appropriation among the primary units 'Pay of Officers' Pay of Establishment, Allowances and Honoraria and Other Charges interest under a Principal Unit.	Director / Jt. Director	Full Powers	
3.	Re-appropriation of funds from one Principal Unit to another, subject to such re-appropriation being reported to the Executive Committee and provided that re-appropriations from Plan to Non-Plan portions of the grant and vice-versa are done with the approval of the Government of India and that re-appropriations between Capital and Revenue items are done with the approval of Finance Committee / F. A.	Director / Jt. Director	Full Powers	
4.	Grant-in-aid for individual schemes under other approved projects like GARP or assistance to professional institutes for their maintenance or specific items of work.	Director / Jt. Director	Rs. 50,000/- Rs. 20,000/-	Subject to terms and conditions as laid down in the approved schemes.
5.	Creation of temporary posts	Director	For posts in Group A, B, C & D upto one year.	Subject to expenditure being met from the existing budget provision.

<u>S.No.</u>	<u>Penalties that can be imposed</u>	<u>Class of employees</u>	<u>Authority that can impose, the penalty in Col. I on the employees shown in Col. II</u>	<u>Appellative Authority</u>	
8.	All Major Penalties	Class – I or Group ‘A’ excluding those appointed by the Govt. of India under Rule No. 14 of the rules of the Council	Director, NCERT	President, NCERT	Vide Council’s Notification No. F. 12-1/85-EC dated 29.7.1994
	All Minor Penalties	Class – I (Group – A)	Jt. Director, NCERT	Director, NCERT	
	All Penalties	All Group ‘B’ posts excluding PA’s / Asstt. in the Council.	Jt. Director, NCERT	Director, NCERT	

				and met from the amounts of the project concerned or from the amounts of the project concerned or from the contingent grant of the establishment.
13	Declaring an officer to be Head of Office	Jt. Director	Full	
14.	Alteration of date of birth	Jt. Director	Full	In respect of officers corresponding to Group 'A' & 'B'.
15.	Disposal of obsolete, surplus or unserviceable stores	Director / Jt. Director	Rs. 1.0 Lakh in each case	Delegated vide Council's order No. 1-14/92-EC dated 20.1.1993
16.	<u>Maintenance of Building special repairs.</u> i) To accord administrative sanction for the original work (including special repair) executed through CPWD	Director Jt. Director	Rs. 5 Lakh Rs. 2.5 Lakh	Re-delegated Vide Council's order No. F.1-12/9-EC dated 15-10-2001.
17.	To declare an employees as Ministerial or Non-Ministerial	Director / Jt. Director	Full	
18.	To dispense with certificate of fitness on first appointment in individual case. Suspension of lien.	Director Jt. Director	Full for Group 'A' post's Group 'B' post's	
19.	Transfer of lien in the circumstances stated in F.R. 14 – B.	Director Jt. Director	Full in respect of Group 'A' Full in respect of Group 'B'	

20.	Transfer of Council servant from one post to another equivalent post	Director Jt. Director	Full in respect of Group 'A' officer's Full in respect of Group 'B' officer's	
21.	Fixation of pay and allowances of a Council servant treated as on duty under F. R. 9(6)(b)	Director Jt. Director	Full Full	
22.	Counting extra-ordinary leave for increments	Director Jt. Director	Full in respect of Group 'A' officer's Full in respect of Group 'B' officer's	
23.	Grant of higher initial pay on the initial appointment to Council Service.	Director Jt. Director	Full in respect of Group 'A' officer's Full in respect of Group 'B' officer's	
24.	Power to reduce the pay of an officiating servant	Director / Jt. Director	Full	Subject to observance of provisions under FR 11 / 35
25.	Grant / acceptance of honorarium	Director / Jt. Director	Upto Rs. 2,500/- in each case.	In the case of recurring honoraria the annual limit of Rs.5000/-per head per year laid down by DOP&T will apply at Council Hqrs. In r/o Field Units the limit is Rs.2500/-. The provision of FR-11 & 46 should be kept in view while sanctioning honorarium Re-delegated Vide No. F. 1-14/92-EC dated 4.6.1996

26.	Temporary and officiating appointments of a Council servant to more than one post of Group A & B and fixation of pay and allowances	Director / Jt. Director	Full	
27.	Retention of teaching, research, extension and other technical staff of the Council beyond 62 years and upto 65 years.	Director	Full	As per U.G.C norms provided such extension is in the interest of the Council.
28.	Retention of administrative and ministerial academic staff of the Council beyond 60 year.	President of the Council	Full	
29.	Employment during leave	Director / Jt. Director	Employment in India only	
30.	Grant of leave to study scientific, technical or similar problems or to undergo special courses of instructions.	Director / Jt. Director	Full	
31.	i) Transfer to foreign service in India and fixation of pay in foreign service.	Director / Jt. Director	Full	In respect of Group A & B officers
	ii) Transfer to foreign service out of India.	Director / Jt. Director	Full	-Do-
32.	To decide the date of reversion of a Council servant returning after leave from Foreign Service	Director/ Jt. Director	Full	In respect of Group A & B officers
33.	Permission for undertaking work for which fee is offered and acceptance of fee.	Director / Jt. Director	Full	Subject to the fulfillment of conditions laid down under SR11
34.	Travel by air and non-entitled class of Railway journeys.	Jt. Director	Full	In case of absolute urgency and necessity SR 48(b).
35.	To grant exemption from the rule limiting a halt on tour to 10 days (now 180 days)	Jt. Director	Full	

36.	To sanction halts at hill stations in excess of 10 days (now 180 days)	Director/ Jt. Director	Upto 30 days	
37.	To grant T.A. to non-officials attending commissions of enquiry, or performing other public duty in an honorary capacity etc. and to declare the grade to which they may be considered to belong.	Director / Jt. Director	Full	S.R. 190 (a) and (b)
38.	To make rules for the guidance of Controlling Officer	Director / Jt. Director	Full	S.R. 195(e)
39.	To declare a class of Council servants to be serving in a vacation department.	Jt. Director	Full	
40.	To extend joining time beyond 30 days	Director/ Jt. Director	Full	
41.	Appointment of a person over the prescribed age for a particular post.	Jt. Director	Full	In respect of Group 'A' and 'B' officers
42.	Delivery of charge away from Headquarters	Jt. Director	Full	
43.	Authorizing a Council servant to proceed on duty to any part of India	Jt. Director	Full	
44.	Appointment of a substitute in place of an absentee on quarantine leave	Jt. Director	Full	To the extent delegated in Fin. Min. O.M. No. F. 7-40-E-IV/55 dated 29.5.55)
45.	Acquisition of land	Director/ Jt. Director	Full	In all cases, the land required for Council's use shall be acquired with the previous consent of the works Committee.
46.	Hiring of accommodation on rent	Director/ Jt. Director	Full	
47.	Motor Vehicles: Purchase	Director/ Jt. Director	Full	Subject to guidelines prescribed by the

				G.O.I from time to time.
48.	Installation of telephones for residence of the officers.	Director/ Jt. Director	Full	
49.	Purchase of Paper for printing of NCERT books / Publication etc.	Director Jt. Director	--- ---	Subject to the condition that the purchases is approved by the AC.
50.	Payment of Royalty to Author.	Director / Jt. Director	---	
51.	Grant of House Building Advance and final settlement of accounts	Jt. Director	Full	Subject to observance of Govt. of India's Rules/ instructions as amended from time to time.
52.	Child Care Leave to Female Employees upto a maximum period of 730 days	Director	Full Power – For all Academic Staff of NCERT and RIEs/ PSSCIVE	Subject to the GOI, orders issued from time to time No. F.1-4/2006-EC dated 29.7.2009