#### OFFICE ORDER

In exercise of the powers conferred upon me under note 5 below Rule 19.1 of Punjab Financial Rule Volume-I, under rule 50 of Haryana Civil Services (GPF) Rule 2016 and powers to sanction Medical re-imbursement claims under Government letter No 2/24/13-1-HB-III Dated 19.09.2016 I, Dr. Sonia Trikha, Director General, Health Services, Haryana hereby re-delegate the powers to the various officers at the Head Quarter, Civil Surgeons/PMOs and others in the State to the extent indicated against each of them in the enclosed statement (Annexure A to E) under Rules 19.6 and 19.14 (A) of Punjab Financial Rules Volume -I and rules 32 to 48 of Haryana Civil Services (G.P.F) Rules, 2016.

Power previously delegated to various officers under above rules vide office order No. 34/47-Audit-2017/1292-1352 dated 16.04.2021 and by subsequent orders(if any) are hereby withdrawn and may be treated as cancelled.

Dated 19.10.2022 Panchkula (DR. SONIA TRIKHA) Director General Health Services, Haryana, Panchkula

Endst. No. 34/47(MM)-Audit-2022/3415-3416

Dated: 20.10.2022

A copy is forwarded to the following for information and necessary action-

1. Additional Chief Secretary to Govt. of Haryana, Finance Department, Chandigarh.

2. Additional Chief Secretary to Govt. of Haryana Health Department, Chandigarh.

3. Principal Accountant General (Audit), Haryana Chandigarh.

4. Treasury Officers, Chandigarh, Panchkula for information and necessary action.

Superintendent (A&P)
For-Director General Health Services, Haryana, Panchkula

Endst. No. 34/47(MM)-Audit-2022/ 3417 - 347 2

Dated: 20.10.2022

A copy is forwarded to the following for information and necessary action:-

1. All Director Health Services, Haryana/ADGHS

2. Director Health Services (Malaria)

3. Director, SIHFW Panchkula, Sector 6.

4. AD/Joint Director (Admin.)

5. All Civil Surgeons/PMO in the State/PMO SHFWTC, Rohtak.

6. All Dy. Directors of Directorate(Health)

7. Budget Officer/Administrative Officer (G)/ (FW).

8. State Bacteriologist/ Chemical Examiner of Haryana. Chemical Lab, Karnal.

9. Accounts Officer (G)/FW/ SIHFW, Panchkula.

10. Public Analyst/ Govt. Analyst, Haryana, Sec-11, Chandigarh.

11. Medical Officer (IT) for putting the copy of order on the Website of Health department Haryana.

\*\*\*All the subordinate officers will ensure that the powers delegated to them must

be exercised in the most judicious manner.

Superintendent (A&P)

For-Director General Health Services, Haryana, Panchkula

Endst. No. 34/47(MM)-Audit-2022/ 347 3-3514

Dated: 20.10.2022

A copy is forwarded to all Branch In- Charges of Health Directorate for information and necessary action.

Superintendent (A&P)

For-Director General Health Services, Haryana, Panchkula

Annexure-A

## Re-delegation of financial power under note 5 below rule 19.1 of Punjab Financial Rules Volume 1

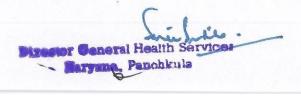
Sr. No. of Rule 19.6	Description	Dy. Director, M&E/HE/ Planning/FW /MCH/ Budget Officer A.O. (FW/G) SIHFW ADO (G) /FW) according to allocation of work	Addl. Director/ Joint Director/ Addl. Director (Admn.) according to allocation of work	Director Health Services- FW, Malaria, Dental, Training & Lab, Director, (SIHFW, Panchkula) (according to allocation of work.)	ADGHS	Civil Surgeon/PMO's	MS/SMO
1.	2.	3	4	5	6	7	8
1.	To sanction non-recurring expenditure not otherwise provided for in this rule (DGHS Power Rs. 100000/ (Rupees one lac only)	1). Rs. 10000/- (Rupees ten thousand only) for any one item in each case)	Rs.50,000/-(Rupees fifty thousand only) for any one item in each case	Rs.50,000/-(Rupees fifty thousand only) for any one item in each case	Rs. 75000/- (Rupees Seventy five thousand only) for any one item in each case	Rs. 30,000/- /-(Rupees thirty thousand only) for any one item in each case	Rs. 15,000/- (Rupees fifteen thousand only) for any one item in each case.
2.	To sanction recurring expenditure not otherwise provided for in this rule (DGHS power Rs. 50000/-)	Rs. 20000/- per annum except DD (ME). (Transport Officer upto Rs 5000/- only for Vehicle Purposes only)	Rs. 30000/- per annum	Rs.50000/- per annum	Rs. 50,000/- (fifty thousand only) per annum	Rs. 50,000/- (fifty thousand only) per annum	Rs. 25000/- (twenty five thousand only) per annum
5	To sanction purchase and repairs of fixtures and furniture.  (DGHS full powers)				Full Power Subject to instructions issued by Finance deptt. on economic in expenditure	Full Power subject to instructions issued by Finance deptt. on economic in expenditure	
6	To sanction Payment of Freight, Demurrage and	case subject to the	subject to the condition	Rs. 5,000/- in each case subject to the condition that the charges are not	Rs. 5,000/- in each case subject to the condition that the charges are not levied due	Rs. 5,000/- in each case subject to the condition that the charges are not	Rs. 2,000/- in each case subject to the condition that the charges are not levied



5	Wharf age Charges (DGHS power Rs. 5000/-) (Rupees Five Thousand only in each case	charges are not levied due to the negligence of any official.	levied due to the negligence of any official.	levied due to the negligence of any official.	to the negligence of any official.	levied due to the negligence of any official.	due to the negligence of any official.
8	To Sanction the Payment Of rent for building or land for i) Ordinary office accommodation ii) Godowns iii) Residential purposes etc. (DGHS power Rs. 10,000/for office accommodation and Rs. 2000/- per month for land.		Upto Rs. 10,000 per mensum for the office accommodation and Rs.2,000/- per mensum for land and houses other than for office and residential purposes, subject to the condition that certificate of non availability and reasonableness of accommodation is obtained from B&R department and with the agreement with the owner is also executed for five years.	mensum for the office accommodation and Rs.2,000/- per mensum for land and houses other than for office and residential purposes, subject to the condition that certificate of non availability and reasonableness of accommodation is obtained from B&R department and with the agreement with the	Upto Rs. 10,000 per mensum for the office accommodation and Rs. 2,000 per mensum for land and houses other than for office and residential purposes, subject to the condition that certificate of non availability and reasonableness of accommodation is obtained from B&R department and with the agreement with the owner is also executed for five years.	Upto Rs. 5,000 per mensum for the office accommodation and Rs. 1,000 per mensum for land and houses other than for office and residential purposes, subject to the condition that certificate of non availability and reasonableness of accommodation is obtained from B&R department and with the agreement with the owner is also executed for five years.	
9	To sanction the Legal Charges for defence of Government employees in criminal proceedings instituted against them while discharging the official duties.  (Director General, Health Services, Haryana-Full Power for employees of Group C & D		Full Power subject to the condition that the actual cost of the defence shall be reimbursed with the concurrence of Law and Legislative Department.		Full Power subject to the condition that the actual cost of the defence shall be reimbursed with the concurrence of Law and Legislative Department for group 'D' services	Full Power subject to	



18	service)				
	To reimburse the	Full powers in the case of	Full powers in the case	Full powers in the case of	Full powers in the case
	legal expenses to a	witnesses: (a) Payment of			of witnesses: (a)
	Government	expenses to non-official	Payment of expenses to	expenses to non-offficial	Payment of expenses to
	employee whose	witnesses summoned for	non-offficial witnesses	witnesses summoned for the	non-offficial witnesses
	conduct has been the	the prosecution of	summoned for the	prosecution of defence should	summoned for the
	subject of enquiry for	defense should be made	prosecution of defence	be made according to the	prosecution of defence
	expenditure on	according to the rates	should be made	rates specialized in Chapter 5-	should be made
	account of "-Defence	specialized in Chapter 5-	according to the rates	C of Volume-1 of the High	according to the rates
	witnesses, (D.G.H.S.	C of Volume-1 of the	specialized in Chapter 5-	Court Rules and orders in	specialized in Chapter
	Full Powers for	High Court Rules and	C of Volume-1 of the	respect of witnesses attending	5-C of Volume-1 of the
	employees of Group	orders in respect of	High Court Rules and	Civil Courts;	High Court Rules and
	C & D. service)	witnesses attending Civil	orders in respect of		orders in respect of
		Courts;	witnesses attending Civil	(b) Government employees	witnesses attending
			Courts;	summoned as witnesses	Civil Courts;
		(b) Government		should be given the usual	
		employees summoned as	(b) Government	certificates of attendance to	(b) Government
		witnesses should be given	employees summoned as	enable them to draw their	employees summoned
		the usual certificates of	witnesses should be	normal traveling allowance	as witnesses should be
		attendance to enable them	given the usual	and the daily allowance to	given the usual
		to draw their normal	certificates of attendance	which they are entitled in	certificates of
		traveling allowance and	to enable them to draw	accordance with the	attendance to enable
		the daily allowance to	their normal traveling	provisions of the Punjab Civil	them to draw their
		which they are entitled in	allowance and the daily	Services Rules, Volume III,	normal traveling
		accordance with the	allowance to which they	Traveling Allowance Rules,	allowance and the daily
		provisions of the Punjab			allowance to which
		Civil Services Rules,	accordance with the	(C) the expenditure on Non-	they are entitled in
		Volume III, Traveling	provisions of the Punjab	official witnesses should be	accordance with the
		Allowance Rules,	Civil Services Rules,	debited to the same head of	provisions of the
			Volume III, Traveling	account which the pay of the	Punjab Civil Services
		(C) the expenditure on	Allowance Rules,	delinquent Officer/Official	Rules, Volume III,
		Non-official witnesses		concerned is debatable.	Traveling Allowance
		should be debited to the			Rules,
				(d) Payment to non official	
		which the pay of the	should be debited to the	witnesses should be made out	(C) the expenditure on
		delinquent	same head of account	of the contingent grants of the	



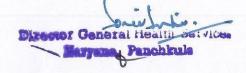
		Officer/Official	which the pay of the	offices /departments	should be debited to the	
13		concerned is debatable.	delinquent	concerned'	same head of account	
			Officer/Official		which the pay of the	
		(d) Payment to non	concerned is debatable.	(e) The Charges of those	delinquent	
		official witnesses should		witnesses only should be paid	Officer/Official	
		be made out of the	(d) Payment to non	whom the commission or	concerned is debatable.	
		contingent grants of the	official witnesses should	Inquiry Officer declares to be		
		offices /departments	be made out of the	necessary witnesses.	(d) Payment to non	
		concerned'	contingent grants of the		official witnesses	
			offices /departments		should be made out of	
		(e) The Charges of those	concerned'		the contingent grants of	
		witnesses only should be			the offices /departments	
		paid whom the	(e) The Charges of those		concerned'	
		commission or Inquiry	witnesses only should be			
		Officer declares to be	paid whom the		(e) The Charges of	
		necessary witnesses.	commission or Inquiry		those witnesses only	
			Officer declares to be		should be paid whom	
			necessary witnesses.		the commission or	
					Inquiry Officer declares	
					to be necessary	
					witnesses.	
					For group D services	
	(ii) Fees of Counsel	Unto Rs 3000/- (Subject	Upto Rs. 3000/- (Subject	Upto Rs. 3000/- (Subject to	Upto Rs. 3000/-	
	(D.G.H.S. Power	to the condition that when		the condition that when the	(Subject to the	
	3000/-for group C &	the Government		Government employee is	condition that when the	
	D service)	employee is allowed to be		allowed to be represented by	Government employee	
	D Scivice)	represented by a counsel,		a counsel, reimbursement of	is allowed to be	
		reimbursement of the fees		the fees of the counsel should	represented by a	
		of the counsel should be	of the fees of the counsel	be allowed in cases where the	counsel, reimbursement	
		allowed in cases where	should be allowed in	delinquent officer/ official is	of the fees of the	
		the delinquent officer/	cases where the	successful in clearing	counsel should be	
		official is successful in	delinquent officer/	himself.)	allowed in cases where	
		clearing himself.)	official is successful in		the delinquent officer/	
		ordanis imioon.)	clearing himself.)		official is successful in	
					clearing himself.) for	
					group D service.	
				L	group D service.	



12.	To grant Compensation to Government employees under Workmen's Compensation Act. (D.G.H.S.Full Power)	 Full Power subject to the advice of Legal Remembrance being obtained first	Full Power subject to the advice of Legal Remembrance being obtained first.		
14.	To engage up to four hours part time sweeper, water man, gardener etc. chargeable to contingences.  (Director General Health Services, Haryana-Full Power			Full Powers @ the rates fixed by Deputy Commissioners as per policy of Governments	
17	To sanction expenditure for:- Purchase of books, periodicals and newspaper (only three in numbers) required for official use only (DGHS Full powers.)				
18.	(a) To sanction expenditure on New Telephone connections including accessories for the offices and also at the residence of entitled officers approved by				



	the Telephone Board Haryana.(DGHS Full Power)						
	expenditure or temporary installation of telephone in emergent cases only (DGHS Full powers subject to the condition the temporary installation should not exceed three						
19	months.)  To sanction expenditure on direct purchase of stores from the local market after exhausting all the approved sources of supply mentioned in appendix 17 of the Punjab Financial Rules Vol. II and the rate contract arranged by the Director Supplies & Disposal if available (DGHS power Rs. 75000/-)	Rs. 10,000/- (ten thousand only) for any one item.  During a financial year in respect of each head of office	Rs. 20,000/- for any one item. During a financial year in respect of each head of office.	Rs. 50,000/- for any one item. During a financial year in respect of each head of office	Rs. 75,000/- for any one item.  During a financial year in respect of each head of office.	Note: they will use the powers delegated by Govt. direct to them	Note: they will use the powers delegated by Govt. direct to them
20	To sanction expenditure on direct purchase of stores from the local market in the emergent	provided the emergency is clearly explain in writing in	Up to Rs. 10,000/- provided the emergency is clearly explain in writing in the sanctioning order while exercising	provided the emergency is clearly explain in writing in the	Up to Rs. 20,000/- provided the emergency is clearly explain in writing in the sanctioning order while exercising these power	Up to Rs. 20,000/- provided the emergency is clearly explain in writing in the sanctioning order while	Up to Rs. 10,000/- provided the emergency is clearly explain in writing in the sanctioning order while exercising these power



exhaust the approved source of apply (DGHS power Rs. 20000/-)	order while exercising these power		exercising these power		exercising these power	
To Sanction expenditure on purchase of typewriters, Fax machine, dedicated intercom equipments, electronic stencil cutter, Dictaphones, Copying Machine, Duplicator, Duplicating Machine, Franking Machine, addressographs, filling and indexing system etc. for themselves and offices subordinate to them (Director General, Health Services, Full Power)		Full powers subject to the scale fixed by the Govt. and conditions in the Stationery & Printing manual and to the provision that replacement of machines is done after consideration by the Board and that condemnation process is completed within 60 days of the receipt of request for condemnation otherwise the deptt. Will presume that the request has been accepted by the board. After the rate contact has been finalized and circulated by the Controller, Printing & Stationary, the purchases will be affected by the deptt. Itself. subject to allocation of fund from DGHS for such items	Govt. and conditions in the Stationery & Printing manual and to the provision that replacement of machines is done after consideration by the Board and that condemnation process is completed within 60 days of the receipt of	Full powers subject to the scale fixed by the Govt. and conditions in the Stationery & Printing manual and to the provision that replacement of machines is done after consideration by the Board and that condemnation process is completed within 60 days of the receipt of request for condemnation otherwise the deptt. Will presume that the request has been accepted by the board. After the rate contact has been finalized and circulated by the Controller, Printing & Stationary, the purchases will be affected by the deptt. Itself. subject to allocation of fund from DGHS for such items	Full powers subject to the scale fixed by the Govt. and conditions in the Stationery & Printing manual and to the provision that replacement of machines is done after consideration by the Board and that condemnation process is completed within 60 days of the receipt of request for condemnation otherwise the deptt. Will presume that the request has been accepted by the board. After the rate contact has been finalized and circulated by the Controller, Printing & Stationary, the purchases will be affected by the deptt. Itself. subject to allocation of fund from DGHS for such items	



•							
22	To sanction expenditure on repairs of Govt. vehicle (s). (DGHS-Full power)	to Transport Officer only) at one time subject to condition that the repair be carried out from authorized dealer of Company as approve by the Govt. Building Road Workshop or Haryana Roadways	time subject to the condition that the repair be carried out from authorized dealer of Company as approved by	one time subject to the condition that the repair be carried out from authorized dealer of Company as approved by the Govt. Building and Road Workshop or	that the repair be carried out from authorized dealer of Company as approved by the Govt. Building and Road Workshop or Haryana	Up to Rs. 75,000/- at one time subject to the condition that the repair be carried out from authorized dealer of Company as approved by the Govt Building and Road Workshop or Haryana Roadways Workshop	Up to Rs. 30,000/- at one time subject to the condition that the repair be carried out from authorized dealer of Company as approved by the Govt Building and Road Workshop or Haryana Roadways Workshop
48	To sanction the payment of reward to a public person (s) who apprehend and bring back to the Mental Hospital any mental patient, who has escaped there from. (Director General Health Services, Haryana-Full Power subject to maximum of Rs. 250/- for each patient)	Workshop .				Up to Rs. 10,000/- (ten thousand only) per annum Subject to maximum to Rs 250/- for each patient.	Up to maximum Rs. 250 /- for each patient.
49	To sanction expenditure on recreation of mental patient (DGHS power 10000/- per annum)					Up to Rs. 10,000/- (ten thousand only) per annum	Up to Rs. 10,000/- (ten thousand only) per annum



50	To sanction expenditure on purchase of medicine locally in case of exceptional illness/natural calamities to meet the extra ordinary demand		Up to Rs. 50,000/- for any one occasion subject to certificate of exceptional illness natural calamities to meet the extra ordinary demand	Up to Rs. 50,000/- for any one occasion subject to certificate of exceptional illness natural calamities to meet the extra ordinary demand	Up to Rs. 50,000/- for any one occasion subject to certificate of exceptional illness natural calamities to meet the extra ordinary demand	Up to Rs. 25,000/- per annum for any one occasion subject to certificate of exceptional illness natural calamities to meet the extra ordinary demand
51	To sanction non-recurring expenditure chargeable to contingency (to purchase medical stores, equipment and medicines through	 	any one occasion. Subject to the condition that the purchase be affected in most economical manner after following establish	Up to Rs. 1,00,000/- for any one occasion. Subject to the condition that the purchase be affected in most economical manner after following establish provision and provisions prescribed in	that the purchase be affected in most economical manner after following	(Power of Medical Officer In-charge Community Health Centre/ Primary Health Centre Up to [Rs.5,000/-] for anyone occasion)  Up to Rs. 50,000/- for any one occasion. Subject to the condition that the purchase be affected in most economical manner after following establish provision and provisions prescribed in
	prescribed sources), where no special power is prescribed in these rules. (DGHS power 1.00 lac) for only one occasion		provision and provisions prescribed in manual of Supply and Disposal Department as per availability of funds.	manual of Supply and Disposal Department as per availability of funds.	establish provision and provisions prescribed in manual of Supply and Disposal Department as per availability of funds.	manual of Supply and Disposal Department as per availability of funds  (Power of Medical Officer In-charge Civil Hospital/ Community Health Centre/Primary Health Centre.  Up to Rs.2,000/- for anyone occasion  The purchase be effected in most economical manner after following

Birector General Health Services

52	To sanction expenditure on petty repairs, additions, alterations & maintenance of Health Institutions situated in Government buildings. (DGHS Power Up to Rs.50,000/- for each work)		Up to Rs 30,000/- [Only to Director (Construction)]	Up to Rs.30,000/- for each work (directly given by Government)	provision prescribed in Manual of Supplies and Disposal Department (directly Given by Government)  Up to Rs.10,000/- for each work  (Power of Medical Officer In charge Community Health Centre/ Primary Health Centre up to Rs.2,000/- for each work Subject to the condition that the work will be got executed from the local agency after ascertaining reasonability of rates and after observing the necessary technical formalities and Codal provisions (Directly Given Interest of Codal provisions (Directly Given Interest)
					provisions. (Directly Given by Government))

Director General Health Services Haryana, Panchkula

## **ANNEXURE-B**

## Delegation of power under note 5 below Rule 19.1 of PFR Vol. I

Rule 19.14 (A) of PFR	Nature of Power	Powers of DGHS as Head of Department	Add. DGHS/DHS according to allocation of work	C.Ss./PMOs / State Bacteriologist/	MS/ SMO
Vol.1 Sr. No.	To declare articles of store or stock surplus or unserviceable	Rs. 7500/-	Rs. 7500/-	Rs. 7500/-	Rs. 7500/-
2	To sanction sale of articles of stores or stock declared surplus or unserviceable by competent authority  (i) At book value or market value whichever is greater.	Full Power	Full Power	Full Power	Full Power
		Rs. 5000/-	Rs. 5000/-	Rs. 5000/-	Rs. 5000/-
3	(ii) by public auction  To sanction disposal by sale or otherwise of articles of stores or stock declared unserviceable by competent authority	Rs. 1500/-		(Subject to any orders passed by the authority declaring the stores unserviceable)	(Subject to any orders passed by the authority declaring the stores unserviceable)

Director General Health-Services

DIRECTOR GENERAL HEALTH SERVICES, HARYANA

### **ANNEXURE-C**

## Re-delegation of powers Under Chapter VIII rule 50 Haryana GPF Rule, 2016

Sr. No.	Name of Powers	W/DGHS	Add. DGHS/DHS/JD (Admn) according to allocation of work	Accounts Officer (G)
1	To sanction Refundable Advance from General Provident Fund to Govt. employees/ serving at Head Quarters as per Haryana Civil Services Rule (General Provident Fund Rule)- 2016.		posted at the head Quarter subject to the conditions laid down in	In the case of Non Gazetted officer official posted at the head Quarter subject to the conditions laid down in Haryana Civil Services (GPF) Rule 2016

DIRECTOR GENERAL HEALTH SERVICES, HARYANA

Birector Seneral Realth Services Baryana, Panchkula

## Annexure - D

## Re-delegation of powers Under Chapter VIII rule 50 Haryana GPF Rule, 2016

Description of Rule	Add. DGHS/DHS/JD(Admn) according	CSs/PMOs/State Bacteriologist/
	to the allocation of work	
All type of non refundable withdrawal from GPF Account	Full Powers in respect of Group C and D	Full Powers in respect of Group C and D
	Employees only Working at the Head	Employees only.
	Quarter.	
	(Subject to the condition laid down in	(Subject to the condition laid down in
	Haryana Civil Services (GPF Rule)	Haryana Civil Services (GPF Rule) 2016.)
	2016.)	

DIRECTOR GENERAL HEALTH SERVICES, HARYANA

Director General Realth Set (1988) - Margune, Panchimbi

ANNEXURE-E

# Re-delegation of financial powers to sanction re-imbursement of Medical Charges to Government Employees

Description of Rule	DGHS-II (According to allocation of work)	allocation of work/Director (SIHFW) Panchkula	Civil Surgeons/PMOs/State Bacteriologist/Chemical Examiner/Public Analyst/Govt. Analyst, Haryana(Being a Head of the office)
of medical Charges (D.G.H.S. Power Rs. 700,000- vide Govt letter no.	Up to Rs. 7, 00,000/- in each case  (Subject to the condition laid down in Government letter No 2/24/13-1HB-III dated 25.8.14.)	Up to Rs. 5,00,000/- in each case subject to the condition laid down in delegation of power vide Govt. letter no. 2/24/13-1HB-III dated 25.8.14	Up to Rs. 3, 00,000/- in each case (Directly delegated by Government Vide letter No.

DIRECTOR GENERAL HEALTH-SERVICES, HARYANA

Director General Heatter Services.