

801/Comp/SKT  
16/04/18

B/T

**OFFICE OF THE DISTRICT & SESSIONS JUDGE**  
**SOUTH DISTRICT, SAKET COURTS COMPLEX, NEW DELHI**

**ORDER**

In exercise of the powers delegated to the undersigned, pursuant of GNCT of Delhi's letter no. F. F.8/4/2009-AC/dsfa/1192-1200/3 dated 11.05.2009, under sub-rule (1), (2) & (3) to Rule 13 of Delegation of Financial Powers Rules as well as under the supplementary Rule-191 of Travelling Allowance (Part II), I hereby declare and authorize **Sh. Sanjiv Jain, Ld Spl. Judge (CBI-03), South, Saket Courts, New Delhi** as "Controlling Officer" in respect of this establishment with immediate effect till further orders to exercise the powers as mentioned below.

The exercise of these powers will be subject to observance of General Financial Rule-2017, Instructions and orders issued on the subject from time to time by undersigned/Government of NCT of Delhi/Govt of India.

**CONTINGENT EXPENDITURES**

S. no.	Nature of Power	Powers to the Controlling Officer	Remarks
1	Contingent Expenditure A. Unspecified Items (Recurring)  B. Unspecified Items (Non-recurring)	Rs. 3,00,000/- per annum.  Rs. 1,00,000/- Per annum in each case.	
2	(a) Conveyance Hire  (b) Reimbursement of conveyance charges	Rs. 35,000/- per month for non AC vehicle Rs. 45000/- per month for AC vehicle  Rs. 1000/- per month in each case	
3	(a) Road and Diet Money (b) Electricity and water charges	Full Powers Full powers	
4	Honorarium/Remuneration to Officers/Staff/Advocates	As per rule/in observance of GPR-2017, Instructions and orders issued on the subject from time to time by Government of NCT of Delhi/Government of India etc.	
5	Fixtures & Furniture Purchase / Repair	Full Powers	FD's Approval is required
6	(a) Hiring of Office Furniture, Electric Fans, Heater, Cookers, Clocks and call-bells. (b) Purchase of Desert cooler and Room Cooler (Except Air Conditioners)	Full Powers Full Powers	

7	Legal Charges (i) Fees to Counsels, Advocates, Arbitrators	Full Powers Subject to guiding principles and rates as laid down by the Law Department, GNCTD.	
8	Motor Vehicles : (i) Maintenance, upkeep and repairs	Full Powers Subject to estimate confirmed by the Transport Officer and Accounts Officer.	
9	Postal and Telegraphs charges	Full Powers	
10	Petty works and Repairs (a) Execution of petty works, repairs and day to day maintenance of Govt. Buildings	Rs. 2,00,000/- Per annum per building, if the work is executed departmentally. Full powers if the work is executed through PWD.	Subject to funds being made available by the administrative department of their approval budget.
11	(a) Repairs to and removal of machinery (where the expenditure is not of a capital nature)	Full power	
12	Purchase of (a) Stationary Stores	Rs. 10,00,000/- P.A.	
	(b) Rubber stamps and Office seals	Full Powers	
13	Telephone charges (As may be fixed by Govt. from time to time) Office telephone	Full Powers (Subject to prescribed limit)	
14	Misc. Expenditure (a) Expenditure on refreshment served to guest in official meeting (b) Working lunch during the meetings/seminars/conferences/workshops	Upto Rs. 1,00,000/- P.A. Subject to norms/per capita rate prescribed by the Govt. Rs. 500/- per head with a ceiling of Rs. 25,000/- per occasion.	
<b><u>OTHER EXPENDITURES</u></b>			
15	Other Expenditure sanction power delegated as per Rules (i) OTA (All Categories of Staff)	Full Powers subject to norms and limits prescribed by the Govt.	
	(ii) Medical reimbursement claims	Full Powers as per CS (MA) Rules and approved rate of Delhi Govt. under DGEHS	
	(iii) T.A. / L.T.C. Claims	Full Powers as per T.A. / L.T.C. Rules.	

(iv) Evening Court allowance	As per rule, subject to guidelines laid down by the Finance Department, GNCTD	
(v) Tuition fees claim	As per rule	
(vi) Misc. Contingent Bills (such as reimbursement of Robe allowance, Camp office allowance, office bag, petrol charges, technology device, etc..)	As per rule/guidelines received time to time	

This order shall remain in force till further orders.

*Asha Menon*  
(ASHA MENON) 16-4-18  
District & Sessions Judge (South),  
District Courts Complex, Saket,  
New Delhi

9504-9594  
No...../Accounts/South/2018

16.04.2018  
Delhi.....

**Copy forwarded for information and necessary action to :**

1. The District & Sessions Judge, Headquarters, Tis Hazari, Delhi.
2. The District & Sessions Judge, East / New Delhi / South - West/ West/ North-West/ South East/ North East / Shahdara / North.
3. The Officer Concerned.
4. The Judge Incharge, Mediation Centre, South District, Saket, New Delhi.
5. Chairmen, All the committees, South District, Saket, New Delhi.
6. Principal Accounts Officer, Govt. of NCT of Delhi, A-Block, Vikas Bhawan, New Delhi.
7. Administrative Civil Judge, South District, Saket, New Delhi
8. Sr. Accounts Officer, Headquarters, Dte. Of Audit, GNCTD, I.P. Estate, New Delhi.
9. Pay & Accounts Officer XIV, Shanker Road, New Delhi, along with specimen signature of the officer.
10. The Manager, Reserve Bank of India, New Delhi alongwith specimen signature of the officer.
11. All the Administrative Officers (Judicial)/AO/AAO/Branch In Charges, South District, Saket, New Delhi.
12. The Cashier, South District, Saket, New Delhi.
13. PRO, District Court, Saket, New Delhi.
14. P.S. To District Judge, South District, Saket, New Delhi.
15. The Website Committee, Headquarters, Tis Hazari, Delhi.

*Sunena Sharma*  
16/4/18  
(SUNENA SHARMA)  
Head of Office (South),  
District Courts Complex, Saket,  
New Delhi

Seen  
B.P. (Comp)