

**OFFICE OF THE PRINCIPAL 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.20/08/2019/AC/jsfina/2575-2674, dated 07.08.2019 under sub-rule (1), (2) & (3) to Rule 13 of Delegation of Financial Powers Rules as well as under the supplementary Rule-191 of Traveling Allowance (Part II), I hereby declare and authorize **Sh. Sandeep Yadav, District Judge (Commercial), South** as "**Controlling Officer**" and **Ms. Sheetal Chaudhary Pradhan, Additional Sessions Judge (SFTC)(POSCO)(S)** as "**Link 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 Officer as per OM dated 07.08.2019	Remarks
1	Contingent Expenditure A. Unspecified Items (Recurring) B. Unspecified Items (Non-recurring)	Rs. 5,00,000/- per annum. Rs. 2,50,000/- per annum in each case.	
2	(a) Conveyance Hire (b) Reimbursement of conveyance charges	Rs. 5,00,000/- per month The conveyance hire of one vehicle should not exceed Rs. 40,000/- per month and for HOD and above it should not exceed Rs. 50,000/- per month. Rs. 2000/- per month per person	
3	(a) Electricity and water charges	Full Powers	
4.	Honorarium/ Remuneration to Officers/Staff/Advocates	Full Powers	
5	Fixtures & Furniture Purchase / Repair		
	(a) Purchase	Full Powers	Subject to obtaining relaxation of FD on account of economy ban if

			the expenditure exceeds Rs. 5,00,000/- per annum
	(b) Repairs of furniture	Full Powers	
6	(a) Hiring of Office Furniture, Electric Fans, Heater, Cookers, Clocks and call-bells.	Full Powers	
	(b) Purchase of Desert cooler and Room Cooler (Except Air Conditioners)	Full Powers	
7	Legal Charges		
	(a) Fees to Barristers, Advocate, Pleaders, Arbitrators and Umpires	Full Powers	Subject to guiding principles and rates as laid down by the Law Department, GNCTD.
8	Motor Vehicles : (i) Maintenance, upkeep and repair of vehicles	Full Powers	Subject to estimate confirmed by the transport
9	Postal and Telegraphs charges	Full Powers	
10	Works and Repairs (a) Execution of petty works, repairs and day to day maintenance of Govt. Buildings	Rs. 5,00,000/- Per annum per building, if the work is executed departmentally. Full powers if the work is executed through PWD.	
11	(a) Repairs to and removal of machinery (where the expenditure is not of a capital nature)	Full Powers	

12	Purchase of (a) Stationary Stores	Rs. 25,00,000/- 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	
14	Misc. Expenditure (a) Expenditure on refreshment served to guest in official meeting (b) Working lunch during the meetings/seminars/conferences/workshops	Upto Rs. 5,00,000/- P.A. Subject to norms/per capita rate prescribed by the Govt. Rs. 300/- per head with a ceiling of Rs. 25,000/- only per occasion.	Note: 50/- per head on light refreshment at formal inter-Departmental & other meetings/conferences.

OTHER EXPENDITURES

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 rules, subject to guidelines laid down by the Finance Department, GNCTD.	
	(v) Tuition fees claim	As per rules	
	(vi) GPF/CPS Advance/Withdrawal	As per rules	

(vii) Leave Encashment	As per rules/Notification	
(viii) Long Term Advances i.e. Computer Advance & HBA	As per rules/Notification	
(viii) Road and Diet Money	Full Powers	
(ix) Misc. Contingent Bills (such as reimbursement of Robe allowance, Camp office allowance, office bag, petrol charges, technology device, etc..)	As per rules/guidelines received time to time.	

This order shall remain in force till further orders.

(MADHU JAIN)

Principal District & Sessions Judge (South),
District Courts Complex, Saket,
New Delhi
Delhi.....13/10/2023

31443-31498

0...../Accounts/South/2023

Copy forwarded for information and necessary action to :

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

(KRISHNA SAH)

Drawing & Disbursing Officer (South),
District Courts Complex, Saket,
New Delhi