The norms set by it for the discharge of its functions:

- 1. General Financial Rules(G. F. R.).
- 2. Delegation of Financial Powers Rules
- 3. General Conditions of Contract.
- 4. Special Conditions of Contract relating to Rate Contract
- 5. Rules for Use and Supply of Stationery Stores.
- 6. Quantity Scale and vocabulary of stationery stores
- 7. C.V.C guidelines.
- 8. Different sets of Rules issued by the Govt. of India from time to time to run the Administration.