

GOVERNMENT OF TAMIL NADU

A B S T R A C T

CODES - Tamil Nadu Financial Code Volume II- Appendix 5 -
Delegation of powers under "Office expenses" - Orders- Issued.

FINANCE (SALARIES) DEPARTMENT

G.O.Ms.No.554

Dated 27th August 1982,
11, Aavani, Thunthubi,
Thiruvalluvar Aandu 2013.

Read:-

G.O.Ms.No.1284, Finance (Salaries) Department, dated 13.9.1979.

O R D E R :-

In the Government Order read above, the Heads of Departments including Secretaries to Government were authorised to incur expenditure for the purchase of towels, thermos flasks, cups and saucers, torch lights and battery cells for supplying them to the officers. The powers delegated in this regard in the above Government order were as indicated below:

- (i) Heads of Departments: In respect of Government Servants who are on a scale of pay of Rs.750/- and above.
- (ii) Secretaries to Government: In respect of Government servants who are on a scale of pay of Rs.1000/- and above.

2. A clarification has been raised as to whether the amount mentioned above is basic pay or scale of pay and whether the supply of the above articles to those officers working in the departments other than the Secretariat who are getting a basic pay of Rs.1000/- and above in the scale of Rs.750-1350 and 850-1500 have to be sanctioned by the concerned administrative department in the Secretariat or by the Heads of Departments themselves.

3. The Government examined the case further and direct that the Secretaries to Government are authorised to incur expenditure for the purchase of towels, thermas flasks, and cups and saucers for supplying them to the officers who

(p.t.o.)

are on the scale of pay the minimum of which is Rs.1000/- and above in respect of the Secretariat officers (i.e. not below the rank of Under Secretary), while the Heads of Departments are authorised to incur such expenditure in respect of the officers who are on the scale of pay the minimum of which is Rs.750/- and above (i.e. not below the rank of Deputy Collectors) But in the case of supply of such articles to the Heads of Departments orders have to be issued only from the administrative departments concerned in the Secretariat. The supply of articles will be subject to the strict observation of the following norms:

Sl.No.	Details of articles.	Scale of supply	period and renewal
(1)	(2)	(3)	(4)
1. Towel	2 per head		Once in two years.
2. Thermos flask	1 per head (single size)		Once in a year.
3. Cup and saucer	2 sets per head		Once in two years.

The delegation of powers to the Heads of Departments and Secretaries to Government for the above said articles will be as indicated below:-

Sanctioning authority	Officers to whom the articles can be supplied.
(i) Administrative department in the Secretariat.	In respect of the Government servants in the Secretariat who are on the scale of pay the minimum of which is Rs.1000/- and above (i.e. not below the rank of Under Secretary) and in respect of the Heads of Departments.
(ii) Heads of Departments	In respect of the Government servants who are on the scale of pay the minimum of which is Rs.750/ and above (i.e. not below the rank of Deputy Collectors), except the Heads of Departments themselves.

4. In respect of torch light and battery cells the Government direct that these articles need not be supplied suo moto to the officers. Such articles shall normally be

supplied only when any torch lights have been provided to Night Watchman, or any calculators have been provided in offices. The supply of these articles are regulated as indicated below:

Sl.No. (1)	Details of articles, (2)	Scale of supply (3)	Period and μ renewal (4)
1.	Torch light	1 per office	once in three years.
2.	Battery cells	2 cells for office	6 cells for one year.

4. Necessary amendment to the Tamil Nadu Financial Code Volume II will be issued separately.

(BY ORDER OF THE GOVERNOR)

K.M. GUNUSWAMY,
DEPUTY SECRETARY TO GOVERNMENT

To

All Departments of Secretariat.
All Heads of Departments.
The Accountant-General I & II, Madras-18 (by name)
The Accountant-General(CAB) Madras-9.
The Pay and Accounts Office (North)(South)(East)
Madras-1/35/5.
The Sub Pay and Accounts Office, Madras-9.
The Director of Treasuries and Accounts, Madras-25.
The Secretary, Tamil Nadu Public Service Commission, Madras-2.
The Director, Stationery and Printing, Madras-1.
All State owned Corporations and Boards.
Copy to Finance (Sal. II) Department.
S.F/S.C.

//Forwarded/By Order//

Anupriya
3/8/82
SECTION OFFICER