



SECTION – IV
FINANCIAL POWER TO F&A WING

Sl.No.	Nature of Power	Delegated to	Extent of Power
1	Operation and authorisation for opening and closing of Bank account including Cash credit	Director(Finance) Ex. Director(Finance)/GM(Fin)	Full Power Full Power in absence of D(F)
2	Passing and Payment of Bills	<p><u>CORPORATE OFFICE</u></p> D(F)/ED(F)/GM(F)/DGM(F)/Sr.M(F)/Mgr(F) Dy.Mgr(F) AM(F) AO AAO	Full Power Upto ₹ 25 Lakh Upto ₹ 10 Lakh Upto ₹ 5 Lakh Upto ₹ 1 Lakh
		<p>*PROJECT/ OTHER OFFICES (In relation to power delegated to HOP for Contracts executed at project / Co-ordinator / HOD)</p>	<p>* No limit for passing establishment bills.</p>
		<p>Head of Finance not below the level of Mgr(F)</p> Manager (F) (Not being Head of Finance) Dy. Mgr (F) Asstt .Mgr (F) AO AAO	Full Power Up to ₹ 50 Lakh Upto ₹ 25 Lakh. Upto ₹ 10 Lakh Upto ₹ 5 Lakh. Upto ₹ 1 Lakh



		<p>Head of Finance in the rank of : Dy.Mgr(F) Asstt. Mgr (F)</p>	<p>Upto ₹ 50 Lakh Upto ₹ 25 Lakh.</p> <ul style="list-style-type: none"> No limit for passing establishment bills.
3	Financial Examination & vetting of proposals	<p><u>Corporate Office</u></p> <p>Proposals under CMD / Board's Power</p> <p>Proposals under powers of Functional Directors</p> <p>Proposals requiring approval below the level of Functional Directors</p>	<p>Finance concurrence to be accorded by Director (Finance). In the absence of Director (Finance), finance concurrence will be accorded by the In-charge of Finance Concurrence Cell</p> <p>Finance concurrence will be accorded by the In-charge of Finance Concurrence Cell</p> <p>Finance concurrence to be accorded by an Officer not below the rank of Manager (Finance)</p>
4	Fixation of pay & Other matters relating to Pay & Allowances	<p><u>Corporate Office</u></p>	<p>For routine matters – Full Power to officer not below the rank of M (F).</p> <p>Dy. Mgr (F) upto level of E3 Asstt.Mgr (F) upto level of E2 AO upto level of E1 AAO (F) upto level of S 3</p>



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		<u>Project/ Coordination Office.</u>	For routine matters – Full Power to officer not below the rank of M (F). DM(F) upto level E 3 AM (F) upto level E 2 AO (F) upto level E 1 AAO (F) upto level S 3
5	Power to Invest money of the Corporation not being Shares in any Company	Director(Finance) Committee of Director(Finance) and Director(Technical)/Director(Personnel)	Up to ₹ 50 Crores and up to 91 days period Exceeding above.

- Note: (1) All proposals emanating from the Project/Offices will require the prior vetting of the concerned Head of Finance attached to the Project/Office.
- (2) Power are to exercised subject to Policy Guideline of Financial Concurrence.