

V.O.CHIDAMBARANAR PORT TRUST
FINANCE DEPARTMENT

No: FIN-OFFAO-BOD-ENHAN-V2-17

Dated:28.07.2017

C I R C U L A R 08/2017-18

Sub:- Enhancing the Delegation of Powers to the Dy.Chairman -Reg.

The Governing Body of IPA vide Item No: 35 during its 169th meeting of IPA held on 30.09.2016, recommended for enhancement of delegation of powers to Deputy Chairman and conveyed the recommendation for amendment to existing Delegation of Power communicated vide letter dated 11.2.2015 to the Ministry of Shipping In response Ministry of Shipping in their letter NO:D.O.No.PD-13/36/2016-PPP.Cell dated 2.12.2016 addressed to IPA advised to take necessary action by IPA on the issue of Delegation of Powers to Deputy Chairman of Major Ports by IPA on the basis of the recommendation made by the Governing Body. In compliance to the instruction of Ministry of Shipping , IPA addressed all Chairman/ Port Trust vide letter no IPA/GAD/F-P-MP/2016 dated 25.01.2017 and requested to implement the recommendation of the Governing Body of IPA vide Minutes of Agenda Item 35 of Meeting held on 30.09.2016.

2. Further Governing Body of IPA in its 170th of Governing Body held on 27.2.2017 vide Resolution No. 35 resolved to get the enhanced delegation to Deputy Chairman ratified by Board of Trustees of respective Board of the Port for implementation.
3. Accordingly the Powers recommended by Governing body of IPA has been fully endorsed by Chairman, VOCPT for exercising the recommended DOP by Deputy Chairman.
4. The Board has also accorded approval to the enhanced Delegation of Powers to the Deputy Chairman as resolved by the Governing Body of IPA in its 169th and further by 170th meeting held on 27.02.2017 vide Reso.No.11(Agenda No.11) dated:07.07.2017.
5. The Copy of the Enhanced Delegation of Powers to the Deputy Chairman as approved by the Board is enclosed for necessary action and comes into effect immediately.

Encl: As above


FINANCIAL ADVISER &
CHIEF ACCOUNTS OFFICER

To

1. All Heads of Departments/ VOCPT
2. The Chief Vigilance Officer /VOCPT
3. All Accounts Officer in Finance Department /VOCPT

Copy to

1. PA to CPT
2. PA to Dy.CPT
3. Guard File

Sl. No.	Nature of Power	Limits as per the Delegation of Powers orders	IPA Governing Body Recommendations
6	To Provide Immediate relief to the families of employees who die while in service	Chairman – Full Powers in respect of Class I and II Officers Dy Chairman – Full Powers in respect of Class III and IV Officers	Deputy Chairman – Full Powers for Class I, II, III & IV
7	To grant Advances / Final Withdrawals from PF	Chairman – Full Powers Dy. Chairman – Full powers in R/O officers / Staffs of his Department HODs – Full Powers in r/o officers / Staff of his Department of this Division other than final withdrawals where special reasons are not required.	Deputy Chairman – Full Powers for HODs HODs – Full Powers in r/o officers / Staff of his Department of this Division other than final withdrawals where special reasons are not required.
8	Transfer of Subscription in r/o GPF balances of employees who joins the Board's service from any Government Service	Chairman – Full Powers in the case of Class-I officer excepting HODs. Dy. Chairman – Full powers in the case of all Class II, III and IV employees.	Deputy Chairman – Full Powers for Class-I excepting HODs.
9	Sanction of Pension/Gratuity	Chairman – Full Powers Dy. Chairman – Full powers in the case of Class II, Class III & IV employees. HODs – Full powers in the case of Class III and IV employees.	Deputy Chairman – Full Powers for Cl. I & II HODs – Full powers in the case of Class III and IV employees.
10	Extension of Medical Benefits to retired employees on payment of prescribed fees.	Chairman – Full powers in respect of Class-I Dy. Chairman – Full powers in respect of Class – II HODs – Full powers in respect of Class – III & IV	Deputy Chairman – Full powers in respect of Class-I & II HODs – Full powers in respect of Class – III & IV

2. It was also decided that powers on incur expenditure to be brought at par with the powers mentioned in Section 93 i.e. powers to sanction capital Expenses . This will give adequate powers to Dy. Chairmen to sanction maintenance & recurring expenses.

3. In addition, Deputy Chairmen can be given primary responsibility for all Estate & land matters, Hospital management, Marketing and Business management , Labour and IR Issues.

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**Delegation of Powers to Deputy Chairman as Recommended
by IPA Governing Body**

1. Item-wise specific delegation of full powers to Deputy Chairmen

Sl. No.	Nature of Power	Limits as per the Delgation of Powers orders	IPA Governing Body Recommendations
1	To incur expenditure on repairs and maintenance including annual AMCs	Chairman - Full Powers Dy. Chairman - ₹ 200000/- HODs - ₹ 25000/- Dy. HODs - ₹ 10,000/-	Deputy Chairman - Full Powers ✓ HODs - ₹ 25000/- Dy. HODs - ₹ 10,000/-
2	To purchase stores and Medicines	Chairman - Full Powers Dy. Chairman - Upto ₹ 3 Lakhs in each case on the basis of competitive quotations after concurrence of Finance and upto ₹ 1 lakh in each case through the Spot Purchase Committee. HODs - Upto ₹ 50000/- in each case on the basis of competitive quotations after concurrence of Finance and ₹ 20,000/- in each case through the Spot Purchase Committee	Deputy Chairman - Full Powers ✓ HODs - Upto ₹ 50000/- in each case on the basis of competitive quotations after concurrence of Finance and ₹ 20,000/- in each case through the Spot Purchase Committee.
3	Grant of Advance to employees for purchase of car / scooter / motorcycle. To grant Festival Advance and any other special advances framed under Regulations Grant of Conveyance Allowance	Chairman - Full Powers in respect of C1 I Dy. Chairman - Full powers in respect of C1.II HODs - Full Powers for C1 III & IV employees	Deputy Chairman - Full Powers for C1. I & II ✓ HODs - Full Powers for C1 III & IV employees.
4	Payment from the Welfare Fund other than award of Scholarships. 1. Award of Trust scholarships both ordinary and merit. 2. Payment of ex-gratia amount from the Welfare Fund in addition to others in case of death or validation while in service where the family continues to be in indigent circumstances	Chairman - Full Powers for Class I and II Dy Chairman - Full Powers for Class - III & IV	Deputy Chairman - Full Powers for Class I, II, III & IV ✓
5	Payment of compensation to Port Trust Employees who are not workmen with in the meaning of the Workman's Compensation Act. 1923	Chairman - Full Powers for Class I and II Dy Chairman - Full Powers for Class - III & IV	Deputy Chairman - Full Powers for Class I, II, III & IV ✓

[Handwritten Signature]
28/1/12