

Bharat Sanchar Nigam Limited
BSNL, Corporate Office,
Janpath, New Delhi-110001
Establishment Finance

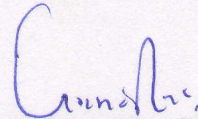
No:-7-07/EF/2013

dated 27.01.2017

Sub:- Consolidated Schedule of Financial powers of CGMs, GMs, and TDMs are updated.

As informed in the HOCC held on 15.12.2016 a consolidated Schedule of Financial power of CGMs, GMs, and TDMs are updated and placed as annexure to this letter. All concerned are requested to give suggestion for further modification required along with the justification.

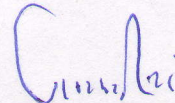
Suggestions for modification along with the justification may be sent up to 15.02.2017 by post or on the email mahanderjag16@gmail.com.



(Jagmahander Singh)
Dy. General Manager(EF),
BSNL CO, New Delhi.

Copy for information to:-

1. CMD, BSNL, New Delhi. All Directors of BSNL Board, New Delhi.
2. CVO BSNLCO, New Delhi, All Executive Directors of BSNL.
3. All Heads of Circles & metro districts.
4. All PGMs/GMs in CO BSNL, New Delhi.
5. All PGMs/GMs(including GM-CMTS-Nodal Centres) & TDMs- incharge of SSAs
6. EF Section, CO BSNL, New Delhi.
7. BSNL, Intranet Portal.



(Jagmahander Singh)
Dy. General Manager(EF),
BSNL CO, New Delhi.

Schedule of financial power to CGM,s						
Item No.	Name of Items	Delegated Financial Powers (Vide letter No: 6/15/ 2000 EB dated 04.10.2001)	Remarks			
1..0	Financial power					
1.1	General powers	Full power to run / market the the telephone system efficiently and to incur expenditure as is with in the financial power of CGM,s of BSNL delegated from time to time to improve the services and run them efficiently, A committee consisting of CGM , IFA and GM of the concerned SSA will be formed and which will take decision in regard all such matters. All financial powers will be exercised in consultation with IFA and CGM may overrule the advice of IFA for reasons to be recorded in writing and intimated to the corporate office.				
1.2	Sub delegation	CGM has full power to sub delegate his powers to officers in his office subject to the condition that he is wholly responsible for all powers exercised by his subordinate officers i.e. As if CGM has himself exercised these powers. (These powers shall be delegated in consultation with IFA and there shall be an annual ceiling on the expenditure to be incurred by the subordinate officers)		Vide lettwer No: 6-22/2002-EB (Pt) dated 19.05.2003, (i) CGM has fulls powers to officers in his office (ii) CGM has full powers to sub delegate his powers in connection with item No- 1.3 of Annexure 'A' to the field officers of HAG and SAG level and Rs.50,000/- per annum to the officers of JAG Level subject to actual need of the officers/SSAs		
1.3	Powers to execute, conduct, defend, compound or abandon any legal proceeding for or against the company and to allow for payment or against the company and to allow for payment or satisfaction of claims or demands by or against the company and to sanction expenses	Full power				
1.4	To assign and execute agreements/contracts	Full power				
1.5	To give receipts, refund advances, release of payment and other charges for money payable to the company and for the claims and demands of the company.	Full power				
1.6	Donations and subscriptions	Donations and subscriptions to charitable institutions upto Rs 10,000/- In each case subject to annual limit of Rs one lakh				

1.7	Creation & Abolition of Posts			CGM may sanction all posts upto Group 'B' Posts subject to the overall ceilings fixed by Headquarters, except (i) Civil Wing Posts (ii) Post for which BSNL had not issued any norms vide letter No: 6-15/2000- EB dated 21.01.2002	The Powers to create posts, whether temporary or ad-hoc or permanent is withdrawn with immediate effect from all field officers vide letter No: 6-5/2004- EB dated 08.10.2004	As per letter No: 6-5/2004-EB (Part-1) dated 26.12.2006 following powers have been delegated to the Head of Telecom Circles/Project Circles. (i) Project Circle Heads are authorised to sanction man-month posts on prescribed norms subject to the condition that the Jobs for which man-month posts are created shall not be included in the ManPower Plan. (ii) Circle Heads are authorised to create non-executive level posts for offering compassionate ground appointments subject to the policy guidelines to be given by the Corporate Office in this regard. (iii) Circle Heads are authorised for retention and abolition of Group 'B' and below level posts on the prescribed norms, creation of non-executive level posts for internal promotions including prescribed cadre restructuring exercise and disposal of all service matters relating to Group 'B' and below level, which were being performed by Circle Heads under post creation powers.
1.8	Acceptance of Arbitration awards			FP extended to CGM of Territorial Circles & CGMTS Kolkata for Rs.3.00 Lakhs in each case subject to maximum limit of Rs.30.00 Lakhs per annum vide letter No: 6-4/2003-EB dated 08.10.2003	FP extended the existing maximum Annual Limit of CGMT of Rs.30.00 Lakh to Rs.1.00 Crore per annum vide letter No: 6-15/2000- EB (Pt.VII) dated 19.04.2015	
1.9	Obtaining of ISO Certification			FP Extended for Rs.upto 2.00 Lakhs vide letter No: 6-25/2002-EB dated 01-04-2004	Obtaining of ISO certification is kept in abeyance till further order vide No: 7-6/ EF/ Part-II dated 29.08.2012	The Competent authority has decided to accord relaxation for operation of delegated financial power by CGM, STR Chennai under item No-1.9- Renewal/obtaining ISO certification upto Rs.2.00 Lakhs for three years from 2016-17 vide letter No: 7-6/EF 08/Part-ii/ dated 15.09.2016
2..00	Sanction of Schemes / Projects					
2.1	New schemes (Non Repetitive Projects)			Vide Letter No: 6-5/2004- EB dated 07.03.2005, FP extended upto Rs.5.00 Crores, Other terms & conditions remain unchanged.	Vide Letter No: 210-15/ 2004-TPL (R) of Jt.DDG (R) dated 14.10.2005, FP enhanced for Rs.10.00 Crores .	
2.1 (a)	Sanction of Scheme/ Projects for NOFN Project only		Exclusively for the NOFN OFC Laying work only		FP extended for upto Rs.15.00 Crores vide No: 7-07/NOFN/EF/2013 dated 31.12.2013	
2.1.1	New schemes other than rural and hilly areas	The CGMs wil asses the loss making projects in the circles, aggregate the financial applications and then take up with the HQ for Budget allocation. They will execute the projects only with the budget allocated for such projects after prioritising the selection of projects for execution. if so necessitated by the budget allocated. No project, however, should be considered beyond 15% loss.	As a corporate entity loss making projects are generally not to be executed. However based on the Govt. Directives such projects are to be taken up to the extent of coverage provided by the financial package made available to the corporation for the purpose. This require exercising control over the loss making projects which are to be implemented out of the financial support from the Govt.	Vide Letter No: 6-5/2004- EB dated 07.03.2005, FP extended upto Rs.5.00 Ctrores, Other terms & conditions remain unchanged.		

2.1.2	New schemes in rural areas (less than 100 lines)	The CGMs will assess the loss making projects in the circles, aggregate the financial applications and then take up with the HQ for Budget allocation. They will execute the projects only with the budget allocated for such projects after prioritising the selection of projects for execution. If so necessitated by the budget allocated. No project, however, should be considered beyond 15% loss.	As a corporate entity loss making projects are generally not to be executed. However based on the Govt. Directives such projects are to be taken up to the extent of coverage provided by the financial package made available to the corporation for the purpose. This requires exercising control over the loss making projects which are to be implemented out of the financial support from the Govt.	Vide Letter No: 6-5/2004- EB dated 07.03.2005, FP extended upto Rs.5.00 Crores, Other terms & conditions remain unchanged.		
2.1.3	Unremunerative Projects for Hilly areas	The CGMs will assess the loss making projects in the circles, aggregate the financial applications and then take up with the HQ for Budget allocation. They will execute the projects only with the budget allocated for such projects after prioritising the selection of projects for execution. If so necessitated by the budget allocated. No project, however, should be considered beyond 15% loss.	As a corporate entity loss making projects are generally not to be executed. However based on the Govt. Directives such projects are to be taken up to the extent of coverage provided by the financial package made available to the corporation for the purpose. This requires exercising control over the loss making projects which are to be implemented out of the financial support from the Govt.	Vide Letter No: 6-5/2004- EB dated 07.03.2005, FP extended upto Rs.5.00 Crores, Other terms & conditions remain unchanged.		
2.1.4	Repetitive Projects	Rs 15 Crores. Beyond this CTB should have Powers upto Rs 25 Crores	To sanction more projects to expand telecom network	Vide Letter No: 6-5/2004- EB dated 07.03.2005, FP extended Rs.15.00 Crores, Other terms & conditions remain unchanged.		
2.1.5	Pilot Projects (new items)	Full subject to condition that pilot Project is allotted to the circle by Corporate office.				
2.2	Non-Plan Schemes- (item No- 2.2.1 replaced by item No- 2.4 vide letter No. 6-15/ 2000-EB dated 14.02.2002)					
2.3	Land and Building					
2.3.1	Land	2 crore from government PSU or other voluntary org. Recognised by the Govt. Rs 1 crore from private party or agency through negotiation. Power to procure land from private party will be exercised after following the detailed procedure of tendering and open bids etc.	To expedite building construction activities			
2.3.2	New Building	Technical buildings costing upto Rs 5 crores without waiting for overall sanction of PE subject to guideline prescribed. B. Non Tech building Rs 3 Crore	To expedite building construction activities for early installation of systems/ equipments			
2.3.3	Additions and alterations to existing departmental buildings	a. Residential Rs 1 lakh in each case B. Other 30 lakh in each case	To speed up installation activities	FP enhanced from Rs.1.00 Lakh to Rs.5 Lakh vide letter No: 7-13/EF/2010 dated 07.10.2016		
2.3.4	Repair of departmental buildings	Full powers				
2.3.5	Dismantling of the Buildings	Full powers	To speed up installation activities			
2.3.6	Repairs/ Additions to rented buildings both civil and electrical items	a. For Technical/ CSC: Recurring-Rs 50,000 per building per year. Non Recurring: Rs 5 lakh per build/year b. others Recurring-Rs 20,000 per building per year. Non Recurring: Rs 50000/- per build/year	to improve the working condition of staff			
2.3.7	Purchase of old building	1 crore per building inclusive of land cost	To speed up installation activities			

2.3.8	Purchase of new building/ floors thereof for technical use/csc /office /staff quarters /inspection quarters/guest house	2 crore from government PSU or other voluntary org. Recognised by the Govt. Rs 1 crore from private party or agency through negotiation. Power to procure land from private party will be exercised after following the detailed procedure of tendering and open bids etc.	to improve the working condition of staff			
2.4	Detailed Estimates (Revised vide No. 6-15/2000- EB dt 14.02.2002	Full powers				
3..0	Vehicle					
3.1	Sanction/Replacement					
3.1.1	Staff cars	Full powers as per prescribed standard				
3.1.2	Operational Vehicles	Full powers as per prescribed standard and rules on the subject				
3.2	Purchase	Full powers				
3.3	Repairs/ any mandatory modification	Full powers				
3.4	Hiring	(i) Full power to hire vehicle upto permitted percentage of shortage till such time new vehicles are supplied against replacement/additional requirement. (ii) In emergent circumstances like flood, Natural Calamities, Bandh etc. extra vehicles as deemed necessary by CGM can be hired for official work/movement of staff. (iii) AC vehicle can be engaged for organising conducted tours, for use by visiting foreign delegation/degnataries and for transport of entitled category of officers.	To ensure easy mobility of staff and officer			
3.4.1	Hiring of Vehicles in connection with conducting in-service courses and Seminars/ Workshops (For CGM ALTTC/ BRBRAITT/ NATFM only)			(a) Rs.8000/- per inservice course (b) Rs.80,000/- per seminar/Workshop. Vide Letter No: 6-1/2007-EB dated 26.03.2008		
4..00	Purchase of Stores	Note : purchase of store will require further scrutiny in view of huge financial				
4.1	Centralised items	Full powers to the extent of the quality authorised by the HQ at rates prescribed by Corporate office/DGs&D	To speed up constructional and mtce. Activities.			
4.1.1	New Technology switch equipment certain additional items for redeployment from NO demand to demand areas (Vide No. 6-15/ 2000-EB (Pt) Dt. 18/01/07)	Rs.500/- per line or on actual which ever is lower. (Subject to conditions laid down in BSNL CO letter No. 33-4/ 2005- ESL-III Dt. 22-12-06)				
4.2	Decentralised items	Full powers for purchase against rate/price finalised by tenders by the head of Circle subject to quantitative limits of materials and Budget allocation for the items prescribed by the BSNL Board and as per the standards.	To speed up constructional and mtce. Activities.	Vide Letter No: 7-07/EF/2013 dated 19.11.2013 , Full Powers to HOC for decentralised items without restriction of Rs.3.00 Crores as given under item No- 17.1 of the DFP subject to budget allotment,norms and the procedures laid down for procurement of the de-centralised items.		

4.2 (a)	Purchase of Stores- for items which were being procured by BSNL H/Qtrs (erstwhile DOT/DTS) earlier but decentralised later on					
4.2 (b)	For other items other than in (a) above					
4.3	Procurement of spares and computers in electronic exchange / transmission system by Head of Telecom Circle Subject to release of foreign exchange by Corporate office.	Full powers as per requirements. i.e. After ensuring the same is not available in circles.	For improve mtce.			
4.4	a) Spare for other switching equipments/ Transmission equipt. (B) Repairs to Tools/ Tester /instruments	Full powers . Full powers				
4.5	Purchase without quotations	Rs 5000/- in each case.	For speedy procurement of material for day to day urgent/immediate requirements.	FP enhanced for Rs.15,000/- in each case on the basis of certificate recorded by the competent authority vide letter No: 6-15-2000-EB (Pt.XII) dated 23.01.2008		
4.6	Purchase with quotations	Rs 25000/- in each case.	For speedy procurement of material for day to day urgent/immediate requirements.	FP enhanced for Rs.1,00,000/- in each case on the basis of recommendation of a duly constituted local purchase committee vide letter No: 6-15-2000-EB (Pt.XII) dated 23.01.2008		
4.6(1)	Raw Material and Consumables required in factories for production as per authorised production programme or field or requisitions	3.00 Crore		FP enhanced (i) PSUs - Full power (MOU approved by the corporate office/ open tender) (ii) Oil Sector PSUs- Full power for procurement of LDO, Diesel lubricants (iii) Direct Purchase through open tender: (In each case) (a) Rs.10.00 Crores for Zinc, Copper Wire, Steel material, Chip Module for SIM Card (b) Rs.3.00 Crore for other raw material & consumables. Note= All procurements including those from PSUs. may be made on open tender only. Permitted for the year 2009-10 only. To be reviewed thereafter i.e.in April-2010.		
4.7	Other Items					
4.7.1	office equipments	Full powers				
4.7.2	Purchase of computers (including procurement of hardware, development of software).	Rs 10 crore per annum without any limit for one time purchase.	to improve office automation			
4.7.3	computer stationary	Full powers				
4.7.4	other stationary	Full powers				
4.7.5	Maps, Books and publications	Full powers				
4.7.6	Furniture and Furnishings	Rs 10 lakh per office per annum.	to improve the working condition of staff			
4.7.7	Liveries and uniforms	Full powers				
4.7.8	Medicines for Dispensaries/ first aid Boxes/Reservation of Beds in TB Hospital	Full powers	Reservation of Bed in Hospital as per Company policy			

4.7.9	Purchase of architectural equipments/Draughtsman equipments	Full powers				
4.8	Repair and maintenance of Computer Periphera (Revised vide No. 6-4/ 2002- EB dt. 21.02.2003)			Vide letter No: 6-4/ 2002- EB dated 21.02.2003, Full Powers subject to condition that standing order and instructions issued in this regard would be followed strictly		
5.0	Contigent expenditure					
5.1	Recurring	Rs 10000/- in each case.	For meeting regular petty Expenses			
5.2	Non-Recurring	Rs 100,000/- in each case.	For meeting Periodical Expenses			
5.3	Advertisement/ Marketing	Full powers	For improving customer care and marketing			
5.3 (i)	Advertisement (for activities other than marketing)			Full power vide letter No: 6-17/ 2000- EB dated 08.08.2002		
5.3 (ii)	Advertisement (for marketing)			Full power vide letter No: 6-17/ 2000- EB dated 08.08.2002		
5.4	Printing & Binding of forms , telephone directory and other documents of the company	Full powers		its proposed that financial powers of printing of directory should be deleted		
5.5	Legal charges	Full powers				
5.6	Freight,demurrage, wharfage Charges	Full powers				
5.7	Guarding of vital Telecom Installation by Armed Guards	Full powers				
5.8	Guarding of other Telecom Installation round the clock by Armed Guards	Full powers	ensure safety of Telecom installation			
5.9	Engaging Govt./private agencies for security of both vital and others buildings.	Full powers	ensure safety of Telecom installation			
5.10.	Housekeeping, horticulture and cleanliness of Telecom buildings/offices/Inspection Quarters	Full powers	To improve image of Company	It is suggested that financial power under Horticulture is required to be reviewed.		
5.11	Payment of Penalty imposed by DOT FOR VIOLATION OF TERMS & CONDITION OF LICENSE AGREEMENT VERIFICATION OF SUBSRIBERS			FULL POWERS SUBJECT TO THE CONDITIONS STIPULATED IN PHA DATED 24.04.2009		
6.0	Renting of Buildings					
6.1	Adminstrative offices	Metro Cities: Rs 2.5 lakh/month/office A, B1, B2 Cities Rs 1.5 lakh/month/office. Other Cities: Rs 1 lakh/month/office	to improve the working condition of staff	FP enhanced vide No: 7-07/EF/2009 dated 07.08.2009 that Renting of Buildings-Administrative Office Metro Cities: Rs.5.00 Lakhs per month per office		
6.2	Technical Buildings and Inspection quarters	Full powers				
6.3	To take on rent floor/ floor space including " roof tops" for technical instalation. (Modified vide letter No. 6-15/2000-EB (Pt.) dated 19.09.2007	Full powers as per competitive commercial rate in the area after approval of FRAC				
6.4	Residential Buildings	Full powers where accomodation is to be provided as a condition of service.				
6.5	Office cum Residence	Metro Cities: Rs 50,000/- per month Other Cities: Rs 25000/- per month				
6.6	Enhancement of Rent for Buildings	Full powers after approval of FRAC and as per prescribed guideline				

7..0	Payment of Advances and securities					
7.1	Purchase of stores	Private Supplier:25% of order value or Rs 1 lakh which ever is less in each case. PSUs: As per standing conditions of purchase order or procinf agreements finalised by DoT or upto maximum of 30% of order in other cases.	For expediting early supply of material			
7.2	Execution of work by other local/public agencies	Rs 15 lakh in each case.	For expediting construction activities.			
7.3	Security deposit for water connection, Electric connection	Full powers				
7.4	Pay and allowances to staff	Full powers				
7.5	Loans and advances to staff	Full powers				
7.6	Adhoc payments Arears of Pay & other misc payments	Full powers				
7.7	Advance payment for purchase of Vehicle			Up to a maximum 100% of Order Value		
8..0	Rates and Taxes, Commission					
8.1	Rates & Taxes including Excise duty, Sales Tax, Insurance Charges, Cleaning and forwarding Charges.	Full powers				
8.2	Payment of Bank Charges and Commission etc	Full powers				
9..0	Honorarium, Rewards Awards and Incentives					
9.1	Honorarium	Rs 5000/- in each case.				
9.2	Rewards and Awards	Rs 10000/- in case of company employee and to others.				
9.3	Productivity linked incentives	Full powers				
10..0	Refund Rebates and Compensation					
10.1	Rebate for excess metering	Rs 100,000/- per billing period per connection subject to a maximum of Rs 1 lakh for three billing period per occasion in financial year		It is proposed that financial powers to rebate for excess metering may be deleted		
10.2	Refunds	Full powers				
10.3	Compensation					
10.3.1	A: compensation for death/ injury.	1. Full power as per any court awards or any statutory legislation. 2. upto Rs 10,000/- for out of the court settlement	To settle compensation case early			
	b: Adhoc compensation for Electrocution	Rs 1 lakh for non-departmental persons	To settle compensation case early			
10.3.2	Compensation for damage of property	Rs 50000/- in each case.	To settle compensation case early			
11..0	Write off Losses					
11.1	Cash	Rs 15000/- in each case.	To dispose cases early			

11.2	Store	Rs 25000/- in case of fraud/negligence/theft in each case. Rs 1 lakh in other cases like fire, flood, riots and other unforeseen cases of natural calamities in each case..	To dispose cases early	Vide Letter No: 6-8/2008-WS&I dated 04.09.2008, Revised power as under (a) Fraud/ Negligence/ theft- No Change (b) other cases like fire, flood riots and other unforeseen cases of natural calamities- No Change (c) Writing off the net depreciated value/book value of obsolete & unserviceable assets/stores due to deficiencies and depreciation - Full powers on recommendations of Scrapping Committee in each Case		
11.3	Irrecoverable Revenue	Rs 1 lakh in each cases	To settle case speedly	Vide letter No: 6-12/ 2003-EB revised financial powers is Rs.2.00 Lakh in each case		
12..0	Scrapping of Stores/Equipments/ vehicle					
12.1	Scrapping of life expired Store/Equipments/ vehicle	Full powers on the recommendation of committee				
12.2	Scrapping of Store/Equipments/ vehicle before their normal expiry of life.	Full powers on the recommendation of committee		As per letter No: 7-39/DFP/EF/PDH/2015 dated 10.04.2015, The CGMs Mtce Regions & Territorial Circles have full powers for premature scrapping of PDH equipments which have not outlived their prescribed life and which are not being utilised in the network and efforts to divert them elsewhere have not been successful.	As per Letter No: 7-28/EF/2012, The CGMs hence forth have full powers for premature scrapping of Micro Wave Systems & Accessories which are not being utilised and efforts to divert them elsewhere also have not been successful.	
12.3	Scrapping of obsolete Store/Equipments.	Full powers on the recommendation of committee	To reduce inventory of useless store			
12.4	Scrapping and disposal of life expired computer Hardware Material			Full Powers to CGMs subject to strict observance of guidelines fixed by IT Cell, vide letter No: 6-4/2002-EB dated 21.02.2003		
13..0	DONATIONS/GRANT-IN-AID-ETC.					
13.1	Canteen/Tiffin Room /Recreation Clubs	Full powers as per relevant rules/guidelines.	to improve staff welfare			
13.2	Co-opertative Societies	Rs 25000/- in each case for purchase of furniture etc as initial one time grant.	to improve staff welfare			
13.3	Interest free loans to co-operative Societies	Upto Rs. 10000/- in each case.	to improve staff welfare			
13.4	Sponsorship of sports events organising cultural events/special functions fairs/exhibitions/participation in fairs/ exhibition/national celebrations	Full powers subject to guidelines of marketing policy	to improve staff welfare			
14..0	Deputation of officials for training/workshop /seminar	Full powers in consultation with IFA for computer training deputing officers for various training/seminars/workshops in India subject to i) utilization of available of departmental facilities. ii) Availability of funds iii) Concurrence of IFA				
15..0	Reappropriation of funds	Full powers from one abstract to another in				
16..0	Professional Services					

16.1	New items of computerisation (This also includes Data entry services vide no. 6-12/2002-EB dt.28.06.02)	Rs. One lakh in each case				
16.2	Engaging of consultants, legal advisors, marketing agents, underwriters, Arbitrators,Auditors,Auctioneers clearing and forwarding agents and Architects	Full Powers				
17..0	ACCEPTANCE OF TENDERS AND WARD OF WORK					
17.1	Award of work to the lowest tenderer	Rs. 3 crore through open tender	To speed up work to achieving target			
17.1	Through Open Tender			Rs.3.00 Crores vide Letter No: 6-2/2008-EB dated 09.04.2008		
17.1 (A)	ACCEPTANCE OF TENDERS AND AWARD OF WORKS FOR NOFN PROJECT ONLY		Exclusively for the NOFN OFC Laying work only	FP extended for upto Rs.15.00 Crores vide No: 7-07/NOFN/EF/2013 dated 31.12.2013		
17.2	Award of work to the lowest tenderer through limited tenders	Rs. 2,00,000/- Open tender system should be adopted in case estimated value exceed Rs 200,000/-	To speed up work for achieving target	FP enhanced (a) For procurement of Goods Rs.25.00 Lakhs on each occasion (b) for works or services Rs.10.00 Lakhs on each occasion (Annual Ceiling Limit Rs.3.00 Crore) vide No: CA/MMT/3-1/2012 dated 18.12.2015		
17.3	Award of work by accepting single tender where a open tenders has been called for and only one tender was received	Rs. 1 crore.	To speed up work for achieving target	FP enhanced from Rs.1.00 Crore to Rs.15 Crores vide letter No: 7-07/NOFN/EF/2013 dated 17.02.2014		
17.4	Award of work by acceptance of tender other than lowest	In case where the lowest tender is not accepted the reason should be recorded confidentially and prior approval of the authority higher than the one competent to accept the tender should be obtained	To speed up work for achieving target			
17.5	Acceptance of single tender in case of limited tender.	Rs. 1 lakh	To speed up the urgent work.			
18..0	MISCELLANEOUS					
18.1	Payment of Postal charges/courier charges	Full powers				
18.2	Light refreshment / lunch for meetings / conferences	a) For meetings attend by one or more Directors of Board rs 150/ per head b) For meeting after office hours or holidays or meeting attended by officers at HQ from other office. i) Rs 100/- per head for working lunch. ii) Rs 50/- per head for refreshment		it is proposed that the per head charges may be enhanced		
18.3	Meals for staff retained in office in case of emergencies	Rs. 50/- per head for meals & Rs. 25/- per head for refreshment		it is proposed that the per head charges may be enhanced		
18.4	Gifts to visiting dignitaries	Rs. 1000/- per occasion	to improve the company image.			
18.5	Waival of Excess SOA	Upto 10% excess of prescribed schedule.	To provide the better accomodation			
18.6	Payment reinstatement charges to highways, Corporation, Municipalities, panchayats etc.	Full powers	To expedite constructional activities to acheive Target			
18.7	Insurance of movable/immovable items	Full powers	To ensure the safety of Deptt. Property and prevent loss.			

19.5	Labour Contract for manufacture of component and sub-assemblies for factory products	15.00 Lakh		<p>FP enhanced, (a) Galvanizing works : Rs.10.00 Crores per annum without any occasional limit to CGMs TF Kolkata & Jabalpur. Permitted for the year 2009-10 as a special case only and to be reviewed thereafter. (b) other works: Rs.15.00 Lakhs. Above delegation is subject to the condition that (i) Full utilization of factory staff and machine capacity has been made, (ii) facility of such products are grossly inadequate in factories and (iii) Cost benefits.</p>		
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Schedule of financial power to GM,s/ PGM,s SSA and others functional units				
Item No.	Name of Items	Delegated Financial Powers (Vide letter No: 6-15/ 2000 EB dated 04.10.2001)	Remarks	
1..0	Financial power			
1.1	General powers			
1.2	Sub delegation			
1.3	Powers to execute, conduct, defend, compound or abandon any legal proceeding for or against the company and to allow for payment or against the company and to allow for payment or satisfaction of claims or demands by or against the company and to sanction expenses			
1.4	To assign and execute agreements/contracts			
1.5	To give receipts, refund advances, release of payment and other charges for money payable to the company and for the claims and demands of the company.			
1.6	Donations and subscriptions			
1.2				
1.3	Powers to execute, conduct, defend, compound or abandon any legal proceeding for or against the company and to allow for payment of claims or demands by or against the company and to sanction expenses	Full power		Full Powers vide letter No: 6-22/2002-EB dated 22.07.2002
1.8	Acceptance of Arbitration awards			Delegation of Of Powers to Head of SSAs to extent powers are available to SSA Heads for rebate in EMC cases, which is Rs.80,000 per billing cycle per connection subject to a maximum of Rs.1.00 Lakh for 3 billing periods per connection in a financial year vide letter No: 6-15/2000-EB (Pt.VII) dated 19.04.2005.
2..00	Sanction of Schemes / Projects			
2.1	New schemes			Vide Letter No: 210-15/ 2004-TPL (R) of Jt.DDG (R) dated 14.10.2005, FP enhanced for Rs.5.00 Crores .
2.1.1	New schemes other than rural and hilly areas	The GMs/PGM wil asses the loss making projects in the circles, aggregate the financial applications and then take up with the HQ for Budget allocation. They will execute the projects only with the budget allocated for such projects after prioritising the selection of projects for execution. if so necessitated by the budget allocated. No project, however, should be considered beyond 15% loss.	As a corporate entity loss making projects are generally not to be executed. However based on the Govt. Directives such projects are to be taken up to the extent of coverage provided by the financial package made available to the corporation for the purpose. This require exercising control over the loss making projects which are to be implemented out of the financial support from the Govt.	
2.1.4	Repetitive Projects	Rs 5 Crores.		Vide Letter No: 210-15/ 2004-TPL (R) of Jt.DDG (R) dated 14.10.2005, FP enhanced for Rs.5.00 Crores .
2.1.5	Pilot Projects (new items)	Full subject to condition that pilot Project is allotted to the circle by Corporate office.		
2.2	Non-Plan Schemes- (item No- 2.2.1 replaced by item No- 2.4 vide letter No. 6-15/ 2000-EB dated 14.02.2002)			
2.2.1	Detailed Estimates	Full powers		
2.3	Land and Building			

2.3.1	Land and Building	2 crore from government PSU or other voluntary org. Recognised by the Govt. Rs 1 crore from private party or agency through negotiation. Power to procure land from private party will be exercised after following the detailed procedure of tendering and open bids etc.	To expedite building construction activities	
2.3.2	New Building	Technical buildings costing upto Rs 5 crores forming part of PE subject to guideline prescribed. B. Non Tech building Rs 2Crore if PE is sanctioned. Non Technical building Rs 1 Crore	To expedite building construction activities for early installation of systems/equipments	
2.3.3	Additions and alterations to existing departmental buildings	a. Residential Rs 1 lakh in each case B. Other 30 lakh in each case	To speed up installation activities	
2.3.4	Repair of departmental buildings	Full powers		
2.3.5	Dismantlement of the Buildings	Rs 30 lakhs of Book value Rs 50 lakhs with the approval of CGM.	To speed up installation activities	
2.3.6	Repairs/ Additions to rented buildings both civil and electrical items	a. For Technical/ CSC: Recurring-Rs 50,000 per building per year. Non Recurring: Rs 1 lakh per build/year	to improve the working condition of staff	
2.3.7	Purchase of old building	5 lakh per building inclusive of land cost	To speed up installation activities	
2.3.8	Purchase of new building/ floors thereof for technical use/csc /office /staff quarters /inspection quarters/guest house	1 crore from government PSU or other voluntary org. Recognised by the Govt. Rs 50 lakh from private party or agency through negotiation. Power to procure land from private party will be exercised after following the detailed procedure of tendering and open bids etc.	to improve the working condition of staff	
2.4	Detailed Estimates (Revised vide No. 6-15/2000- EB dt 14.02.2002)	Full powers		
3.0	Vehicle			
3.1	Sanction/Replacement			
3.1.1	Staff cars	nil		
3.1.2	Operational Vehicles	Full powers as per prescribed standard and rules on the subject		
3.2	Purchase	nil		
3.3	Repairs/ any mandatory modification	Full powers		
3.4	Hiring	(i) Full power to hire vehicle upto permitted percentage of shortage till such time new vehicles are supplied against replacement/additional requirement. (iii) AC vehicle can be engaged for organising conducted tours, for use by visiting foreign delegation/degnataries and for transport of entitled category of officers.	To ensure easy mobility of staff and officer	
4.00	Purchase of Store	Note : purchase of store will require further scrutiny in view of huge financial		
4.1	Centralised items	Full powers to the extent of the quality authorised by the HQ at rates prescribed by Corporate office/DGs&D	To speed up constractional and mtce. Activities.	
4.2	Decentralised items	Full powers for purchase against rate/price finalised by tenders by the head of Circle subject to quantitative limits of materials and Budget allocation for the items prescribed by the BSNL Board and as per the standards.	To speed up constractional and mtce. Activities.	
4.2 (a)	Purchase of Stores- for items which were being procured by BSNL H/Qtrs (erstwhile DOT/DTS) earlier but decentralised later on			Vide letter No: 6-15/ 2000-EB dated 28.02.2002 , Full powers to PGMs/GMs (Head of SSA) for purchase against rate/prices finalised by tenders by the Head of Circles subject to quantitative limits of materials and budget allocation for the items prescribed by the BSNL Board and as per the standards.

4.2 (b)	For other items other than in (a) above			Vide letter No: 6-15/ 2000-EB dated 28.02.2002 , FP to PGMs/GMs (Head of SSAs)(i) Purchase against rate contract/prices finalised by DGS&D/BSNL- Full Power. (ii) In other Cases: (a) Rs.10.00 Lakhs from PSUs on each occasion, (b) Rs.4.00 Lakhs from Non PSUs on each occasion
4.4	B) Repair to Tools/ Tester /instruments	Full powers		
4.5	Purchase without quotations	Rs 2500/- in each case.	For speedy procurement of material for day to day urgent/immediate requirements.	FP enhanced for Rs.10,000/- in each case on the basis of certificate recorded by the competent authority vide letter No: 6-15-2000-EB (Pt.XII) dated 23.01.2008
4.6	Purchase with quotations	Rs 10000/- in each case.	For speedy procurement of material for day to day urgent/immediate requirements.	FP enhanced for Rs.50,000/- in each case on the basis of recommendation of a duly constituted local purchase committee. Certificate to be recorded by competent authority vide letter No: 6-15-2000-EB (Pt.XII) dated 23.01.2008
4.7	Other Items			
4.7.1	office equipments	Full powers		
4.7.2	Purchase of computers (including procurement of hardware, development of software).	Rs 25lakh at a time subject to r annual limit of Rs 1 crore.	to improve office automation	
4.7.3	computer stationary	Full powers		
4.7.4	other stationary	Full powers		
4.7.5	Maps, Books and publications	Full powers		
4.7.6	Furniture and Furnishings	Rs 5 lakh per office per annum.	to improve the working condition of staff	
4.7.7	Liveries and uniforms	Full powers		
4.7.8	Medicines for Dispensaries/ first aid Boxes/Reservation of Beds in TB Hospital	Full powers Reservation of bed in hospital for all type of illness with the approval of CGM	Reservation of Bed in Hospital as per Company policy	
4.7.9	Purchase of architectural equipments/Draughtsman equipments	Full powers		
4.8	Repair and maintenance of Computer Periphera (Revised vide No. 6-4/ 2002- EB dt. 21.02.2003)			Vide letter No: 6-4/ 2002- EB dated 21.02.2003, Full Powers subject to condition that standing order and instructions issued in this regard would be followed strictly
5.0	Contigent expenditure			
5.1	Recurring	Rs 10000/- in each case.	For meeting regular petty Expemses	
5.2	Non-Recurring	Rs 100,000/- in each case.	For meeting Periodical Expenses	
5.3	Advertisement/ Marketing	Rs one lakh per insertion through advertising agency/ direct order	To float tender or through marketing agency selected for improving customer care and marketing	
5.3 (1)	Advertisement (for activities other than marketing)			Rs.1.00 Lakh per insertion through Agent/ Direct Order vide letter No: 6-17/ 2000- EB dated 08.08.2002
5.3 (ii)	Advertisement (for marketing)			Nil vide letter No: 6-17/ 2000- EB dated 08.08.2002
5.4	Printing & Binding of forms , telephone directory and other documents of the company	Full powers		its proposed that financial powers of printing of directory should be deleted
5.5	Legal charges	Full powers		
5.6	Freight,demurrage, wharfage Charges	Full powers		
5.7	Guarding of vital Telecom Installation by Armed Guards	Rs 2 lakh per building per annum		

5.8	Guarding of other Telecom Installation round the clock by Armed Guards	Rs 2 lakh per building per annum	ensure safety of Telecom installation	
5.9	Engaging Govt./private agencies for security of both vital and others buildings.	Full powers	ensure safety of Telecom installation	
5.10.	Housekeeping, horticulture and cleanliness of Telecom buildings/offices/Inspection Quarters	Full powers	To improve image of Company	It is suggested that financial power under Horticulture is required to be reviewed.
6.0	Renting of Buildings			
6.1	Adminstrative offices	Metro Cities: Rs 2.5 lakh/month/office A, B1, B2 Cities Rs 1.5 lakh/month/office. Other Cities: Rs 1 lakh/month/office	to improve the working condition of staff	
6.2	Technical Buildings and Inspection quarters	Full powers		
6.3	To take on rent floor/ floor space including " roof tops" for technical instalation. (Modified vide letter No. 6-15/2000-EB (Pt.) dated 19.09.2007	Full powers as per competitive commercial rate in the area after approval of FRAC		
6.4	Residential Buildings	Full powers where accomodation is to be provided as a condition of service.		
6.5	Office cum Residence	Metro Cities: Rs 50,000/- per month Other Cities: Rs 25000/- per month		
6.6	Enhancement of Rent for Buildings	Full powers after approval of FRAC and as per prescribed guideline		
7.0	Payment of Advances and securities			
7.1	Purchase of stores	Private Supplier:25% of order value or Rs 1 lakh which ever is less in each case. PSUs: As per standing conditions of purchase order or procinf agreements finalised by DoT or upto maximum of 30% of order in other cases.	For expediting early supply of material	
7.2	Execution of work by other local/public agencies	Rs 15 lakh in each case.	For expediting construction activities.	
7.3	Security deposit for water connection, Electric connection	Full powers		
7.4	Pay and allowances to staff	Full powers		
7.5	Loans and advances to staff	Full powers		
7.6	Adhoc payments Areams of Pay & other misc payments	Full powers		
8.0	Rates and Taxes, Commission			
8.1	Rates & Taxes including Excise duty, Sales Tax, Insurance Charges, Cleaning and forwarding Charges.	Full powers		
8.2	Payment of Bank Charges and Commission etc	Full powers		
9.0	Honorarium, Rewards Awards and Incentives			
9.1	Honorarium	Rs 5000/- in each case.		
9.2	Rewards and Awards	Rs 5000/- in case of company employee and to others.		
10.0	Refund Rebate and Compensation			
10.1	Rebate for excess metering	Rs 80,000/- per billing period per connection subject to a maximum of Rs 1 lakh for three billing period per occasion in financial year		It is proposed that financial powers to rebate for excess metering may be deleted
10.2	Refunds	Full powers		
10.3	Compensation			
10.3.1	A: compensation for death and injury.	1. Full power as per any court awards or any statutory legislation. 2. upto Rs 10,000/- for out of the court settlement	To settle compensation case early	
	b: Adhoc compensation for Electrocution	Rs 1 lakh for non-departmental persons	To settle compensation case early	

10.3.2	Compensation for damage of property	Rs 25000/- in each case.	To settle compensation case early	
11..0	Write off Losses			
11.1	Cash	Rs 15000/- in each case.	To dispose cases early	
11.2	Store	Rs 25000/- in case of fraud/ negligence /theft in each case. Rs 50,000/- in other cases like fire, flood, riots and other unforeseen cases of natural calamities in each case..	To dispose cases early	Vide Letter No: 6-8/2008-WS&I dated 04.09.2008, Revised power as under (a) Fraud/ Negligence/ theft- No Change (b) other cases like fire, flood riots and other unforeseen cases of natural calamities- No Chage (c) Writing off the net depreciated value/book value of obsolete & unserviceable assets/stores due to deficiencies and depreciation - Rs.1.00 Crore (One Crore) powers on recommendations of Scrapping Committee in each Case
11.3	Irrecoverable Revenue	Rs 1 lakh in each cases	To settle case speedly	Vide letter No-6-12/ 2003-EB dated 23.07.2003 revised FP to GM/PGM (Head of the SSA) is Rs.1.00 Lakh in each case.
12..0	Scrapping of Store/Equipments/ vehicle			
12.1	Scrapping of life expired Store/Equipments/ vehicle	Full powers on the recomendation of committee		
12.2	Scrapping of Store/Equipments/ vehicle before their normal expiry of life.	Full powers on the recomendation of committee		
12.3	Scrapping of obsolete Store/Equipments.	Full powers on the recomendation of committee	To reduce inventory of useless store	
12.4	Scrapping and disposal of life expired computer Hardware Material			Vide letter No: 6-4/ 2002-EB dated 17.01.2007, Rs.1.00 Crore per annum to PGMs/GMs (Head of SSAs)(without any occasional limit) on the recommendations of the scrapping committee, subject to the strict observance of guidelines fixed by IT cell of Corporate Office, BSNL
13..0	DONATIONS/GRANT-IN-AID- ETC.			
13.1	Canteen/Tiffin Room /Recreation Clubs	Full powers as per relevant rules/guidelines.	to improve staff welfare	
13.2	Co-opertative Societies	Rs 10000/- in each case for purchase of furniture etc as initial one time grant.	to improve staff welfare	
13.3	Interest free loans to co-operative Societies	Upto Rs. 10000/- in each case.	to improve staff welfare	
14..0	Deputation of officials for training/workshop /seminar	Rs 2500/- in each case and annual limit of Rs 10,000/- Full power for computer training to utilise the deptt facilities.		
15..0	Reappropriation of funds	Full powers from one obstruct to another witin the same promary unit.		
16..0	Professional Services			
16.1	New items of computerisation	Rs. One lakh in each case		
17..0	ACCEPTANCE OF TENDERS AND WARD OF WORK			
17.1	Award of work to the lowest tenderer	Rs. 3 crore through open tender	To speed up work for achieving target	
17.2	Award of work to the lowest tenderer through limited tenders	Rs. 2,00,000/- Open tender system should be adopted in case estimated value exceed Rs 200,000/-	To speed up work for achieving target	FP enhanced (a) For procurement of Goods Rs.25.00 Lakhs on each occasion (b) for works or services Rs.10.00 Lakhs on each occasion (Annual Celling Limit Rs.2.00 Crore) vide No: CA/MMT/3-1/2012 dated 18.12.2015
17.3	Award of work by accepting single tender where a open tenders has been called for and only one tender was received	Rs. 1 crore.	To speed up work for achieving target	FP enhanced from Rs.1.00 Crore to Rs.3 Crores vide letter No: 7-07/ NOFN/EF/2013 dated 17.02.2014

17.4	Award of work by acceptance of tender other than lowest	In case where the lowest tender is not accepted the reason should be recorded confidentially and prior approval of the authority higher than the one competent to accept the tender should be obtained	To speed up work for achieving target	
17.5	Acceptance of single tender in case of limited tender.	Rs. 1 lakh	To speed up the urgent work.	
18..0	MISCELLANEOUS			
18.1	Payment of Postal charges/courier charges	Full powers		
18.2	Light refreshment / lunch for meetings / conferences	a) For meetings attend by one or more Directors of Board rs 150/ per head b) For meeting after office hours or holidays or meeting attended by officers at HQ from other office. i) Rs 100/- per head for working lunch. ii) Rs 50/- per head for refreshment		it is proposed that the per head charges may be enhanced
18.3	Meals for staff retained in office in case of emergencies	Rs. 50/- per head for meals & Rs. 25/- per head for refreshment		it is proposed that the per head charges may be enhanced
18.6	Payment reinstatement charges to highways,	Full powers	To expedite constructional activities to acheive Target	
18.7	Insurance of movable/immovable items	Full powers	To ensure the safety of Deptt. Property and prevent loss.	

Schedule of financial power to CGM,s				
Item No.	Name of Items	Delegated Financial Powers (Vide letter No: 6-15/ 2000 EB dated 04.10.2001)	Remarks	
1.0	Financial power			
1.2				
1.3	Powers to execute, conduct, defend, compound or abandon any legal proceeding for or against the company and to allow for payment or against the company and to allow for payment or satisfaction of claims or demands by or against the company and to sanction expenses	Full power		Full Powers vide letter No: 6-22/2002-EB dated 22.07.2002
2..00	Sanction of Schemes / Projects			
2.1	New schemes			Vide Letter No: 210-15/ 2004-TPL (R) of Jt.DDG (R) dated 14.10.2005, FP enhanced for Rs.2.5 Crores .
2.1.1	New schemes other than rural and hilly areas	The TDMs of SSA/Director in maintenance and project circle wil asses the loss making projects in the SSA, aggregate the financial applications and then take up with the HQ for Budget allocation. They will execute the projects only with the budget allocated for such projects after prioritising the selection of projects for execution. if so necessitated by the budget allocated. No project, however, should be considered beyond 15% loss.	As a corporate entity loss making projects are generally not to be executed. However based on the Govt. Directives such projects are to be taken up to the extent of coverage provided by the financial package made available to the corporation for the purpose. This require exercising control over the loss making projects which are to be implemented out of the financial support from the Govt.	
2.1.4	Repetitive Projects	Rs 3 Crores.	To sanction more projects to expand telecom network	Vide Letter No: 210-15/ 2004-TPL (R) of Jt.DDG (R) dated 14.10.2005, FP enhanced for Rs.3.00 Crores .
2.2	Non-Plan Schemes- (item No- 2.2.1 replaced by item No- 2.4 vide letter No. 6-15/ 2000-EB dated 14.02.2002)			
2.2.1	Detailed Estimates	Rs 3 Crores.		
2.3	Land and Building			
2.3.1	Land and Building	20 lakh form Govt. Deptt. For land aquisition in each case.	To expedite building construction activities	
2.3.2	New Building	Technical buildings costing upto Rs 50 lakh in each case B. Non Tech building Rs 25 lakh	To expedite building construction activities for early installation of systems/ equipments	
2.3.3	Additions and alterations to existing departmental buildings	a. Residential Rs 25000/- in each case B. Other 5 lakh in each case	To speed up installation activites	
2.3.4	Repair of departmental buildings	Full powers		
2.3.5	Dismantalment of the Buildings	Rs 3 lakhs of Book value in each case	To speed up installation activites	
2.3.6	Repairs/ Additions to rented buildings both civil and electrical items	a. For Technical/ CSC: Recurring-Rs 10,000 per building per year. Non Recurring: Rs 50,000 per build/year	to improve the working condition of staff	
2.4	Detailed Estimates (Revised vide No. 6-15/2000- EB dt 14.02.2002	Rs.3.00 Crore for DGM (RTTC) Rs.15 Lakhs. (vide letter No-6-6/2007-EB dated 24.07.2007)		
3.0	Vehicle			
3.1	Sanction/Replacement			
3.3	Repairs/ any mandatory modification	Full powers		
3.4	Hiring	(i) Full power to hire vehicle upto premitted percentage of shortage till such time new vehicles are supplied against replacement/additional requirement. (iii) AC vehicle can be engaged for organising conducted tours, for use by visiting foreign delegation/degnataries and for transport of entitled category of officers.	To ensure easy mobility of staff and officer	
4..00	Purchase of Store	Note : purchase of store will require further scrutiny in view of huge financial		

4.2 (a)	Purchase of Stores- for items which were being procured by BSNL H/Qtrs (erstwhile DOT/DTS) earlier but decentralised later on			Vide letter No: 6-15/ 2000-EB dated 28.02.2002, No Powers.
4.2 (b)	For other items other than in (a) above			Vide letter No: 6-15/ 2000-EB dated 28.02.2002 , FP to TDM (Head of SSAs) (i) Purchase against rate contract/prices finalised by DGS&D/BSNL- Full Power. (ii) In other Cases: (a) Rs.5.00 Lakhs from PSUs on each occasion, (b) Rs.2.00 Lakhs from Non PSUs on each occasion.
4.5	Purchase without quotations	Rs 2500/- in each case.	For speedy procurement of material for day to day urgent/immediate requirements.	
4.6	Purchase with quotations	Rs 10000/- in each case.	For speedy procurement of material for day to day urgent/immediate requirements.	
4.7	Other Items			
4.7.1	office equipments	Full powers		
4.7.2	Purchase of computers (including procurement of hardware, development of software).	Rs 5lakh at a time subject to r annual limit of Rs 20 lakh.	to improve office automation	
4.7.3	computer stationary	Full powers		
4.7.4	other stationary	2 lakh per annum		
4.7.5	Maps, Books and publications	Full powers		
4.7.6	Furniture and Furnishings	Rs 1 lakh per office per annum.	to improve the working condition of staff	
4.7.7	Liveries and uniforms	Full powers		
4.7.8	Medicines for Dispensaries/ first aid Boxes/Reservation of Beds in TB Hospital	Full powers Reservation of bed in hospital for all type of illness with the approval of CGM	Reservation of Bed in Hospital as per Company policy	
4.8	Repair and maintenance of Computer Periphra (Revised vide No. 6-4/ 2002- EB dt. 21.02.2003)			Vide letter No: 6-4/ 2002- EB dated 21.02.2003, Full Powers subject to condition that standing order and instructions issued in this regard would be followed strictly
5.0	Contingent expenditure			
5.1	Recurring	Rs 7500/- in each case.	For meeting regular petty Expenses	
5.2	Non-Recurring	Rs 75,000/- in each case.	For meeting Periodical Expenses	
5.3	Advertisement/ Marketing	Rs one lakh per insertion through advertising agency selected/ direct order	To float tender or marketing agency selected for improving customer care and marketing	
5.3 (1)	Advertisement (for activities other than marketing)			Rs.1.00 Lakh per insertion through Agent/ Direct Order vide letter No: 6-17/ 2000- EB dated 08.08.2002
5.3 (ii)	Advertisement (for marketing)			Nil vide letter No: 6-17/ 2000- EB dated 08.08.2002
5.4	Printing & Binding of forms , telephone directory and other documents of the company	Full powers		its proposed that financial powers of printing of directory should be deleted
5.5	Legal charges	Full powers		
5.6	Freight,demurrage, wharfage Charges	Full powers		
5.7	Guarding of vital Telecom Installation by Armed Guards	Rs 2 lakh per building per annum		
5.8	Guarding of other Telecom Installation round the clock by Armed Guards	Rs 2 lakh per building per annum	ensure safety of Telecom installation	
5.9	Engaging Govt./private agencies for security of both vital and others buildings.	Full powers	ensure safety of Telecom installation	

5.10.	Housekeeping, horticulture and cleanliness of Telecom buildings/offices/Inspection Quarters	Full powers	To improve image of Company	It is suggested that financial power under Horticulture is required to be reviewed.
6.0	Renting of Buildings			
6.1	Administrative offices	Metro Cities: Rs 2 lakh/month/office A, B1, B2 Cities Rs 1 lakh/month/office. Other Cities: Rs 50,000/month/office	to improve the working condition of staff	
6.2	Technical Buildings and Inspection quarters	Full powers		
6.4	Residential Buildings	Full powers where accommodation is to be provided as a condition of service.		
6.5	Office cum Residence	Rs 10,000/- per month for all type of Cities.		
6.6	Enhancement of Rent for Buildings	Full powers after approval of FRAC and as per prescribed guideline		
7.0	Payment of Advances and securities			
7.1	Purchase of stores	Private Supplier: 25% of order value or Rs 1 lakh which ever is less in each case. PSUs: As per standing conditions of purchase order or procinf agreements finalised by DoT or upto maximum of 30% of order in other cases.	For expediting early supply of material	
7.2	Execution of work by other local/public agencies	Rs 5 lakh in each case.	For expediting construction activities.	
7.3	Security deposit for water connection, Electric connection	Full powers		
7.4	Pay and allowances to staff	Full powers		
7.5	Loans and advances to staff	Full powers		
7.6	Adhoc payments Areas of Pay & other misc payments	Full powers		
8.0	Rates and Taxes, Commission			
8.1	Rates & Taxes including Excise duty, Sales Tax, Insurance Charges, Cleaning and forwarding Charges.	Full powers		
8.2	Payment of Bank Charges and Commission etc	Full powers		
9.0	Honorarium, Rewards Awards and Incentives			
9.1	Honorarium	Rs 2500/- in each case.		
9.2	Rewards and Awards	Rs 500/- in case of company employee and to others.		
10.0	Refund Rebate and Compensation			
10.1	Rebate for excess metering	Rs 20,000/- per billing period per connection subject to a maximum of Rs 40,000/- per occasion in financial year		It is proposed that financial powers to rebate for excess metering may be deleted
10.2	Refunds	Full powers		
10.3	Compensation			
10.3.1	A: compensation for death and injury.	1. Full power as per any court awards or any statutory legislation. 2. upto Rs 5,000/- for out of the court settlement	To settle compensation case early	
10.3.2	Compensation for damage of property	Rs 10000/- in each case.	To settle compensation case early	
11.0	Write off Losses			
11.1	Cash	Rs 5000/- in each case.	To dispose cases early	

11.2	Store	Rs 10000/- in case of fraud/ negligence /theft in each case. Rs 25,000/- in other cases like fire, flood, riots and other unforeseen cases of natural calamities in each case..	To dispose cases early	Vide Letter No: 6-8/2008-WS&I dated 04.09.2008, Revised power as under (a) Fraud/ Negligence/ theft- No Change (b) other cases like fire, flood riots and other unforeseen cases of natural calamities- No Change (c) Writing off the net depreciated value/book value of obsolete & unserviceable assets/stores due to deficiencies and depreciation - Rs.10.00 Lakhs powers on recommendations of Scrapping Committee in each Case
11.3	Irrecoverable Revenue	Rs 20,000/- in each case For CAO Rs 10,000 in each case . For AO 2000/- in each case.	To settle case speedly	Vide letter No-6-12/ 2003-EB dated 23.07.2003 revised FP to DGM (TR) in SSA and TDM (Head of the SSA) is Rs.20,000 in each case.
12.0	Scrapping of Store/Equipments/ vehicle			
12.1	Scrapping of life expired Store/Equipments/ vehicle	Rs 5 crore on the recommendation of committee		
12.4	Scrapping and disposal of life expired computer Hardware Material			Vide letter No: 6-4/ 2002-EB dated 17.01.2007, Rs.20.00 Lakhs per annum (without any occasional limit) to TDM (Head of SSA)on the recommendations of the scrapping committee, subject to the strict observance of guidelines fixed by IT cell of Corporate Office, BSNL
13.0	DONATIONS/GRANT-IN-AID- ETC.			
13.1	Canteen/Tiffin Room /Recreation Clubs	Rs 5000/-per annum	to improve staff welfare	
13.2	Co-opertative Societies	Rs 2000/-per annum	to improve staff welfare	
13.3	Interest free loans to co-operative Societies	Rs 2000/-per annum	to improve staff welfare	
16.0	Professional Services			
16.1	New items of computerisation	Rs. 50000/- in each case.		
17.0	ACCEPTANCE OF TENDERS AND WARD OF WORK			
17.1	Award of work to the lowest tenderer	Rs. 1 crore through open tender	To speed up work for achieving target	
17.02	Award of work to the lowest tenderer through limited tenders			For procurement of Goods & Services and execution of Work also Rs.5.00 Lakhs on each occasion & annual Ceiling Limit Rs.1.00 Crore vide No: CA/MMT/3-1/2012 dated 18.12.2015
17.3	Award of work by accepting single tender where a open tenders has been called for and only one tender was received	Rs. 25 lakh.	To speed up work for achieving target	As per letter No: 7-07/NOFN/EF/2013 dated 17.02.2014 'No Financial Power to TDM (SSA Incharge)
17.4	Award of work by acceptance of tender other than lowest	In case where the lowest tender is not accepted the reason should be recorded confidentially and prior approval of the authority higher than the one competent to accept the tender should be obtained	To speed up work for achieving target	
18.0	MISCELLANEOUS			
18.1	Payment of Postal charges/courier charges	Full powers		
18.2	Light refreshment / lunch for meetings / conferences	a) For meetings important Rs. 100/ per head b) For meeting regular i) Rs 100/- per head for working lunch. ii) Rs 50/- per head for refreshment		it is proposed that the per head charges may be enhanced

18.3	Meals for staff retained in office in case of emergencies	Rs. 50/- per head for meals & Rs. 25/- per head for refreshment		it is proposed that the per head charges may be enhanced
18.6	Payment reinstatement charges to highways,	Full powers	To expedite constructional activities to achieve Target	
18.7	Insurance of movable/immovable items	Full powers	To ensure the safety of Deptt. Property and prevent loss.	