



Government of India  
Bhabha Atomic Research Centre  
Central Complex, Trombay  
Mumbai – 400 085

July 06, 2020

DELEGATION ORDER No. 03 /2020

In supersession of all previous Delegation Orders, the financial powers delegated to officials of BARC at Trombay and Its Facilities at various locations are detailed below :-

- i) Financial powers delegated to Chief Engineers and below for execution of Works and for procurement of Stores & Equipment are given in Annexure I.
- ii) Financial Powers for other miscellaneous subjects delegated to Group Directors/Associate Director(Independent Charge), Associate Directors, Heads of Divisions, Heads of Sections reporting to ADs/GDs, Heads of Sections reporting to Heads of Divisions are also detailed in Annexure II.
- iii) For execution of Works within the powers of Trombay Council, the proposals shall be scrutinized by Standing Committee of Trombay Council constituted for this purpose and such Committee shall submit recommendations to Director, BARC for approval.
- iv) Existing authorities in RMP (Mysuru), BARCF (Visakhapatnam) and BARCF (Kalpakkam) as delegated will continue to exercise the financial power as revised to their level.

These financial powers shall be exercised subject to the following conditions:

- i) Availability of funds
- ii) Adherence of the rules, regulations, guidelines, purchase/works and other procedures as are applicable from time to time.
- iii) Consultation with the Internal Finance wherever required.

*Ajit Kumar Mohanty*  
6-7-2020  
(Dr. Ajit Kumar Mohanty)  
Director

Directors of Groups/Controller/Chief Executive, NRB  
Heads of Divisions/Sections  
Internal Financial Adviser, BARC  
Project Director, RMP, Mysuru/Project Director, BARC, Vishakapatnam  
Facility Director, BARC Facilities, Kalpakkam  
Secretary, TC/Member Secretary, TSC  
Members of S&EC

- Copy to : 1) Director, P&S, DPS  
2) Senior Audit Officer, AEAP, CC, BARC

DELEGATION OF POWERS FOR EXECUTION OF WORKS BY BARC

(₹ in Lakh)

S.No.	Authority	Open Tender / Limited Tender	Single / Nominated / Negotiated Tender
1.	Chief Engineer in consultation with Internal Finance	500	200
2.	Chief Engineer in consultation with Tender Committee	800	300
3.	Director, BARC on the recommendations of Tender Committee and in consultation with appropriate Committee of Trombay Council	1200	500

DELEGATION OF POWERS FOR RAISING INDENTS AND PROCUREMENT OF STORES & EQUIPMENTS

For Approval of Indents:

(₹ in Lakh)

Extent of Powers for raising Indents				
S.No.	Authority	Open Tender	Limited Tender	Single / Nominated / Negotiated Tender
1.	Section Heads / Sub Project Coordinators	50	30	20
2.	Independent Section Heads/Apex Project Coordinators	100	50	30
3.	Heads of Divisions	200	100	50
4.	Associate Directors	500	200	100
5.	Associate Directors (Ind Charge)/ Group Directors	FULL	FULL	200

For Approval of Purchase Contracts:

(₹ in Lakh)

Extent of powers for approving Purchases				
S.No.	Authority	Open Tender	Limited Tender	Single/ Nominated/ Proprietary/ Negotiated Tender
1.	Heads of Section	10	5	1
2.	Heads of Independent Section /Apex Project Coordinators	25	10	2
3.	Heads of Divisions	50	25	5

Extent of powers for approving Purchases				
S.No.	Authority	Open Tender	Limited Tender	Single/ Nominated/ Proprietary/ Negotiated Tender
4.	Associate Directors (Ind charge)/Group Directors	100	50	10
5.	Associate Directors (Ind charge)/Group Directors in consultation with committee at Group Board level	300	100	20
6.	Associate Directors (Ind charge)/Group Directors in consultation with appropriate Purchase Committee	500	200	50
7.	Director, BARC on the recommendations of appropriate Purchase Committee	1000	500	300
8.	Director, BARC on the recommendations of appropriate Purchase Committee and in consultation with Trombay Council	1500	800	500

Note:

1. Procurement of items, both Capital and Consumables (Imported as well as indigenous) of value more than ₹5 Cr., ₹2 Cr., and ₹50 lakh through Open, Limited and Single/Proprietary Tender respectively shall require the approval of S&EC/equivalent committee.
2. Single Tender shall also include resultant single tender.
3. Quantities required (purchase or works) shall not be split into number of indents/purchase orders/work orders to avoid going to next higher authority.

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## Annexure II to Delegation Order No. 03 /2020 dated July 06, 2020

(Amount in ₹)

S.No.	Nature of Powers	Associate Directors (Ind Charge)/Group Directors	Associate Directors	Heads of Divisions	Heads of Sections reporting to AD/GD	Heads of Sections reporting to Heads of Divisions	Procedures / conditions to be observed	
1	Direct Purchases: Emergency Purchases	1,00,000	75,000	50,000	20,000	10,000	1. Direct purchase shall be resorted in respect of: a) Cases where delay in receipt of stores will result in shut-down of any operating Plant or affect the uninterrupted construction activity in a Project/Unit. b) Purchase of life-saving medicines/drugs and other similar items required for hospitals and dispensaries. 2. Purchase may be made in consultation with Internal Finance.	
2 (a)	Approval for drawal of Temporary Advances in Cash	5,000						a) Before resorting to cash purchase a non-availability certificate from the stores shall be obtained.
2 (b)	Approval for drawal of Temporary Advances through direct payment to vendor	1,00,000	50,000	25,000	20,000	10,000	b) Where the cumulative value of an item(s) of similar nature to be purchased at a time exceed ₹25,000, quotations shall be obtained from at least 3 vendors either by telephone or by on-the-spot enquiry to be got confirmed in writing subsequently, before effecting the purchase. c) In purchase of proprietary items, prescribed form shall be invariably be submitted by the competent authority. d) Valid invoice is required for all purchases exceeding ₹5,000. e) Quantities required should not be split into number of indents to avoid going to next higher authority. f) All purchases must be accounted in Stores. g) This power will not be operated in respect of purchases of the nature shown below : i) Foreign purchases, ii) Purchase of materials from up-country (foreign) firms, iii) Where items to be purchased are required to be dispatched to outstations, iv) Where the sale procedure of a particular supplier does not provide for such sale; and v) Where the nature of transaction makes it necessary to issue of regular purchase order.	
3	Local Purchases through LPS/Government e-Marketplace	1,00,000	NIL	NIL	NIL	NIL		
4	Purchase of furniture and fixtures and their maintenance	FULL	FULL	FULL	FULL	NIL	Subject to the purchases being done through DPS	
5	Conveyance charges and incidental expenses on carriage of records, equipment, etc.	FULL	FULL	FULL	FULL	FULL	Subject to applicable rules	
6	Entertainment to distinguished Foreign & Indian Visitors and in	25,000	15,000	10,000	5,000	NIL	a) Entertainment should be commensurate with the dignity of the guest. b) Utmost economy will be observed.	

S.No.	Nature of Powers	Associate Directors (Ind Charge)/Group Directors	Associate Directors	Heads of Divisions	Heads of Sections reporting to AD/GD	Heads of Sections reporting to Heads of Divisions	Procedures / conditions to be observed
	connection with official business (per month)						c) While submitting the claims to Accounts Division, a Certificate may be furnished stating that the expenditure towards entertainment claimed for a month are not exceeding the powers delegated. In cases where the expenditure exceeds the powers mentioned in the order, approval of the next higher authority shall be taken.
7	Refund of cancellation charges in respect of air tickets solely due to official reasons (each case)	FULL	FULL	2,000	NIL	NIL	a) Cancellation of Air Ticket shall be solely due to official reasons. b) When the cancellation of air ticket is due to non-reporting for the flight or non-cancellation of the air ticket in time resulting into substantial loss of air ticket fare, such cases shall be put up with detailed justification to the Director BARC for approval. c) Cancellation charges in respect of self will be referred to the next higher authority where powers for sanction of Travelling Allowance for self are not delegated.
8	Sanction of Travelling Allowance on tour. Powers of Controlling Officer under TA Rules for Self, Officers & Staff working under them	FULL	FULL	FULL	Up to 15 days only for the officers and staff working under the authority (excluding self)	NIL	Subject to TA Rules and OM issued from time to time.
9	Printing & Stationery	FULL	FULL	NIL	NIL	NIL	a) Subject to the printing work being done through DPS. b) The purchase should not result in over-stocking.
10	Contingent Expenditure not falling under miscellaneous expenditure a. Recurring - on each case	50,000	25,000	10,000	5,000	NIL	a) Expenditure not to be of an unusual character. b) Expenditure not to involve departure from the prescribed scales or rules & instructions issued from time to time by Government of India as adopted or modified by the Atomic Energy Commission.
	b. Non-recurring - on each occasion	1,00,000	50,000	20,000	10,000	10,000	c) Subject to funds being available with the Divisional Budget. d) Consultation with Finance shall be necessary.
11	Grant of OTA to the staff	FULL	FULL	FULL	FULL	NIL	Subject to the rules in this regard and also restrictions on monthly ceilings on OTA prescribed by the Competent Authority.
12	Purchase of Books & Periodicals	FULL	FULL	10,000	NIL	NIL	The services of BARC Library shall be availed for the purchase of scientific/technological book/periodic/ subscription.
13	Addition/Alteration to building and Minor works debit to Revenue	10,00,000	NIL	NIL	NIL	NIL	a) Finance shall be consulted regarding necessity and scope of work and availability of funds b) Design and location shall be approved by the architect wherever necessary c) The expenditure on the work shall be met within the approved budget

S.No.	Nature of Powers	Associate Directors (Ind Charge)/Group Directors	Associate Directors	Heads of Divisions	Heads of Sections reporting to AD/GD	Heads of Sections reporting to Heads of Divisions	Procedures / conditions to be observed
14	GENERAL Write off of overpayments and losses  (i) ONLY with respect to irrecoverable losses of stores or of public money not due to theft, fraud or negligence	15,000	10,000	2,500	NIL	NIL	d) The work will be carried out through ESG a) The loss should not disclose defects in rules or procedures b) The loss should not be due to serious negligence of any person such as to call for disciplinary action. c) Consultation with Finance shall be necessary d) The provisions of the Atomic Energy (Control of Production & Use) Order 1953 have to be complied with for disposal of any prescribed substance or scheduled mineral. e) Procedure regarding disposal should not involve departure from prescribed rules and instructions issued by the Government of India as adopted or modified by the Atomic Energy Commission
	(ii) In other cases	NIL	NIL	NIL	NIL	NIL	
15	Declaration of stores as surplus or obsolete or unserviceable	10,00,000	5,00,000	NIL	NIL	NIL	a) Disposal of all such stores will be through DPS b) The declaration shall be based on the recommendation of the Survey & Disposal Committee and after scrutiny and clearance by Finance
16	Repairs to equipment and minor fabrication jobs, AMCs/CAMCs	50,00,000	25,00,000	10,00,000	5,00,000	2,00,000	a) Proprietary minor fabrication shall be discouraged. b) Fabrication cases with proprietary placement of work order of above ₹10 lakh shall be proposed only after due examination by a Committee at Group Board level. c) All single resultant minor fabrication cases of value of above ₹10 lakh shall be examined by above mentioned Committee. d) All minor fabrication cases of more than one crore value shall invariably be examined by Committee constituted by the Director BARC for this purpose. e) While indenting for proprietary fabrication, proprietary certificate in prescribed format shall be submitted by the indenter. f) Concurrence of finance is invariably required before processing any proprietary tender or fabrication indent of more than ₹5 lakh. g) Purchase of standard items shall not be processed through minor fabrication.
17	Expenditure in connection with Fire Fighting Services	FULL	FULL	FULL	FULL	NIL	Subject to purchases being made through DPS

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